GRANT SUMMARY SHEET

Grant Name:	Education and Literacy FY24
Department:	PUBLIC LIBRARY
Grantor:	Nashville Public Library Foundation
Pass-Through Grantor (If applicable):	
Total Award this Action:	\$377,400.00
Cash Match Amount	\$0.00
Department Contact:	Linda Harrison - Assistant Director for Education and Literacy 862-5776
Status:	CONTINUATION

Program Description:

NPL has several program iniatiatives including but not limited to Brining Books to Life, Adult Literacy, and Be Well at NPL. These positions facilitate these and other programs for Nashville Public Library.

Plan for continuation of services upon grant expiration:

NPL does not expect to fund this initiative with local funding. The result of the grant will be ongoing support for a teen volunteer corps that requires no further funding.

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Grants Tracking Form

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Contact: juanita.paulsen@nashville.gov vaughn.wilson@nashville.gov

Rev. 01/03/11 5805

GCP Received 4/1/2024

GCP Approved 4/1/2024

JP

<u>GRANT LETTER</u> <u>Education and Literacy Grant</u>

Section 1. <u>Grant</u>. The Nashville Public Library Foundation, a nonprofit corporation exempt from federal income tax under Section 501©(3) of the Internal Revenue Code of 1986, as amended (the "Code"), intends to make a gift to the Metropolitan Government of Nashville and Davidson County, acting by and through the Metropolitan Library Board, (the "Charity"), a municipal corporation, exempt from federal income tax, an amount of Three Hundred Seventy seven Thousand Four Hundred Dollars (\$377,400) in the manner, and subject to the terms, as hereinafter provided.

Section 2. <u>Grant Term</u>. This grant shall be effective for the period commencing on July 1, 2023 and ending June 30, 2024. The Foundation shall have no obligation for services rendered by the Library which are not performed within the specified period.

Section 3. <u>Payment of Grant</u>. The Foundation intends to pay the Grant to the Charity in two (2) installments. The first installment to be paid within a reasonable time following receipt of a signed Grant Letter for the first part of the fiscal year. The second installment at the end of the fiscal year once final payroll for the grant is complete.

Section 4. <u>Purpose of Grant</u>. The Charity agrees to use the Grant solely for the Charity's Education and Literacy programs to include but not limited to Bringing Books to Life (BBTL), Adult Literacy, and Be Well at NPL programs. Each of these programs provide education services. BBTL provides early literacy initiatives that emphasize the importance of developing literacy skills by educating teachers, children, and parents. Adult Literacy by supporting organizations serving adult learners with programming, information, education technologies and tools, and professional development. Be Well at NPL by proving free wellness programming at library locations and connecting customers to trusted health resources found online, with available library materials or in the community. See Attachment A.

Section 5. <u>Prohibited Activities</u>. The Charity agrees that no portion of the Grant shall be used for activities that are prohibited to organizations exempt from federal income tax, including, without limitation, attempting to influence legislation, lobbying, or the participation or intervention in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Section 6. <u>Confirmation of Good Standing with State Government</u>. The Charity confirms that it is in good standing with appropriate governmental agencies located within the state of the Charity's organization and any state in which the Charity is, or intends to, conduct its activities. If requested by the Foundation, the Charity shall provide written evidence of its good standing. The Charity agrees that is shall immediately notify the Foundation of any change in the Charity's good standing, including the initiation of any proceeding, investigation, audit or inquiry, of which the Charity is a party.

Section 7. <u>No Detrimental Reliance: Failure to Comply</u>. The Charity agrees that the Grant does not constitute an enforceable gift for which the Charity has paid consideration or upon which the Charity shall rely to its detriment. Further, the Charity agrees that the Foundation has no legal obligation to pay the Grant to the Charity, and that the Foundation may, for any reason, suspend or cease payments of the Grant to the Charity, as may be determined by the Foundation.

Section 8. <u>Enforceability of Terms of Gift</u>. If the Foundation pays a portion or all the Grant to the Charity, the Foundation reserves the right to enforce the terms and conditions of the Grant as provided in this instrument, including requiring the Charity to use the Grant solely for the purposes described in Section 4. The Charity agrees that the Foundation's right to enforce the terms and conditions of the Grant includes the right to demand the refund of any portion of the Grant actually paid to the Charity by the Foundation, upon which demand, the Charity shall have ten (10) business days to comply.

Section 9. <u>No Joint Venture</u>. The parties agree that the Foundation and the Charity are not partners or joint venturers with respect to each other, and the nothing contained herein shall be construed to make the Foundation and the Charity partners or joint venturers or to impose upon either party any liabilities as such.

Section 10. <u>Indirect Cost</u>. No indirect cost allowable. All funds are to be program direct.

Acknowledged and agreed to this _____day of _____, 20____

Nashville Public Library Foundation

Date

Chair, Library Board of Trustees Nashville Public Library

SIGNATURE PAGE FOR Education and Literacy GRANT

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Jen m. Lak

Library Department, Director

APPROVED AS TO AVAILABILITY OF FUNDS:

terrin (numbo/mpw	
Director	
Department of Finance	

APPROVED AS TO RISK AND INSURANCE:

Balogun (obb Director of Insurance

APPROVED AS TO FORM AND LEGALITY:

<u>Courtney Molian</u> Metropolitan Attorney

FILED:

4/1/2024 | 2:50 PM CDT

1-10-2024

Date

Date

4/1/2024 | 3:25 PM CDT

Date

4/1/2024 | 3:23 PM CDT

Date

Metropolitan Clerk

Date

Attachment A

FY24 Salary and fringe estimates for NPLF positions for grant funding - full year funding

		Months					Total
		Needed					needed for
Program	Metro Classification	FY24			Salary	Benefits	FY23/24
ED & LIT - Be Well	PROGRAM COORDINATOR	12	F	1.00	54,200	19,500	73,700
ED & LIT - BBTL	PROGRAM SPEC 2	12	F	1.00	48,700	18,200	66,900
ED & LIT - BBTL	PROGRAM SPEC 2	12	F	1.00	49,200	18,200	67,400
ED & LIT - BBTL	PROGRAM SPEC 2	12	Ρ	0.49	23,900	1,800	25,700
ED & LIT - Adult Lit	PROGRAM SPEC 2	12	F	1,00	48,700	18,400	67,100
ED & LIT - BBTL	PROGRAM SUPERVISOR	12	F	1.00	56,800	19,800	76,600
		· · · · · ·		5.49	281,500	95,900	377,400

DocuSign

Certificate Of Completion

Envelope Id: 47920ED9D56E4D3EA37682F5CED2B0D8 Subject: Complete with DocuSign: Library- Education and Literacy 24 Ready.pdf Source Envelope: Document Pages: 8 Signatures: 6 Certificate Pages: 15 Initials: 1 AutoNav: Enabled EnvelopeId Stamping: Enabled Time Zone: (UTC-06:00) Central Time (US & Canada)

Record Tracking

Status: Original 4/1/2024 11:37:38 AM Security Appliance Status: Connected Storage Appliance Status: Connected

Signer Events

Brittany Bryant brittany.bryant@nashville.gov Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Accepted: 4/1/2024 12:02:38 PM ID: 10356531-fc4f-46cd-89dd-2441f446c592

Aaron Pratt

Aaron.Pratt@nashville.gov

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Accepted: 4/1/2024 12:07:07 PM ID: ec04a17d-aef8-42ce-822d-70f16e56ce1a

Kevin Crumbo/mjw

MaryJo.Wiggins@nashville.gov

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Accepted: 4/1/2024 2:47:35 PM ID: 5c95d9a5-45f4-44c0-8379-8782e7223fa0

Courtney Mohan Courtney.Mohan@nashville.gov Security Level: Email, Account Authentication (None) Holder: Juanita Paulson Juanita.Paulsen@nashville.gov Pool: StateLocal Pool: Metropolitan Government of Nashville and Davidson County

Signature

BB

Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185

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Envelope Originator:

Nashville, TN 37219

Location: DocuSign

Location: DocuSign

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Viewed: 4/1/2024 12:02:38 PM

Signed: 4/1/2024 12:03:48 PM

Timestamp

730 2nd Ave. South 1st Floor

Juanita.Paulsen@nashville.gov IP Address: 170.190.198.185

Juanita Paulson

Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185

Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.100

Aaron Prott

Sent: 4/1/2024 12:07:15 PM Viewed: 4/1/2024 2:47:35 PM Signed: 4/1/2024 2:50:03 PM

Courtney Molian

kenin Crumbo/mfw

Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.144

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balogun.cobb@nashville.gov	Balogun Cobb	Viewed: 4/1/2024 3:25:22 PM		
Security Level: Email, Account Authentication	v	Signed: 4/1/2024 3:25:29 PM		
(None)	Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185			
Electronic Record and Signature Disclosure: Accepted: 4/1/2024 3:25:22 PM ID: d158b234-6f2a-4c96-9c04-11ff784cd9c7				
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Editor Delivery Events	Status	Timestamp		
Agent Delivery Events	Status	Timestamp		
Intermediary Delivery Events	Status	Timestamp		
Certified Delivery Events	Status	Timestamp		
Carbon Copy Events	Status	Timestamp		
Danielle Godin	CODIED	Sent: 4/1/2024 3:25:31 PM		
Danielle.Godin@nashville.gov	COPIED	Viewed: 4/1/2024 3:37:41 PM		
Security Level: Email, Account Authentication (None)				
Electronic Record and Signature Disclosure: Not Offered via DocuSign				
Sally Palmer		Sent: 4/1/2024 3:25:32 PM		
sally.palmer@nashville.gov	COPIED			
Security Level: Email, Account Authentication (None)				
Electronic Record and Signature Disclosure: Accepted: 4/1/2024 8:17:20 AM ID: dfc9df37-fdf8-4331-ba48-525c7a4c274c				
Witness Events	Signature	Timestamp		
Notary Events	Signature	Timestamp		
Envelope Summary Events	Status	Timestamps		
Envelope Sent	Hashed/Encrypted	4/1/2024 11:42:34 AM		
Certified Delivered	Security Checked	4/1/2024 3:25:22 PM		
Signing Complete	Security Checked	4/1/2024 3:25:29 PM		
Completed	Security Checked	4/1/2024 3:25:32 PM		
Payment Events	Status	Timestamps		
Electronic Record and Signature Disclosure				