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GRANT SUMMARY SHEET

Grant Name:	Community Health Workers for Public Health Response & Resilient 21-22 Amend 3 & 4
Department:	HEALTH DEPARTMENT
Grantor:	CENTERS FOR DISEASE CONTROL
Pass-Through Grantor (If applicable):	
Total Award this Action:	$0.00
Cash Match Amount	$0.00
Department Contact:	Brad Thompson 340-0407
Status:	AMENDMENT

Program Description:

The grant from Centers for Disease Control and Prevention is to address disparities in access to COVID related services, testing, contact tracing and immunization services and health outcomes and factors that increase risk of severe COVID illness by scaling up and sustaining a nation-wide program of Community Health Workers who will support COVID response and prevention in populations in high-risk communities. The IDC appears artificially low, it is because almost 80% of award is to be contracted out. Amend1 adds an additional $1,000,000.00 to the previous amount for a new total of $2,000,000.00 and also extends the end date from 8/30/2022 to 8/30/2023. Amend 2 adds an additional amount of $1,000,000.00 to the previous amount for a new total of $3,000,000.00, extends the end date to 8/30/2024,provide program specific terms & conditions for Year 3, to approve the Authorizing Official Representative changes, to appove revised budget changes as requested and to state Missing Contractual Elements to be submitted. Amendment 3 approves a request to fund a community health worker at the Metro Office of Homelessness Services and Amend 4 approves funding for a contractor.

Plan for continuation of services upon grant expiration:

Services will end

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Grants Tracking Form

Part One

Pre-Application ○	Application ○	Award Acceptance ○	Contract Amendment ◉

Department	Dept. No.	Contact	Phone	Fax
HEALTH DEPARTMENT	038	Brad Thompson	340-0407	

Grant Name:	Community Health Workers for Public Health Response & Resilient 21-22 Amend 3 & 4		
Grantor:	CENTERS FOR DISEASE CONTROL	**Other:**	
Grant Period From:	08/31/21	(applications only) **Anticipated Application Date:**	
Grant Period To:	08/30/24	(applications only) **Application Deadline:**	
Funding Type:	FED DIRECT	**Multi-Department Grant** ☐ → **If yes, list below.**	
Pass-Thru:		**Outside Consultant Project:** ☐	
Award Type:	COMPETITIVE	**Total Award:**	$0.00
Status:	AMENDMENT	**Metro Cash Match:**	$0.00
Metro Category:	Est. Prior.	**Metro In-Kind Match:**	$0.00
CFDA #	93.495	**Is Council approval required?** ☐	
Project Description:		**Applic. Submitted Electronically?** ☑	

The grant from Centers for Disease Control and Prevention is to address disparities in access to COVID related services, testing, contact tracing and immunization services and health outcomes and factors that increase risk of severe COVID illness by scaling up and sustaining a nation-wide program of Community Health Workers who will support COVID response and prevention in populations in high-risk communities. **The IDC appears artificially low, it is because almost 80% of award is to be contracted out.** Amend1 adds an additional $1,000,000.00 to the previous amount for a new total of $2,000,000.00 and also extends the end date from 8/30/2022 to 8/30/2023. Amend 2 adds an additional amount of $1,000,000.00 to the previous amount for a new total of $3,000,000.00, extends the end date to 8/30/2024 provide program specific terms & conditions for Year 3, to approve the Authorizing Official Representative changes, to approve revised budget

Plan for continuation of service after expiration of grant/Budgetary Impact:

Services will end

How is Match Determined?

Fixed Amount of $		or		% of Grant		Other: ☐

Explanation for "Other" means of determining match:

For this Metro FY, how much of the required local Metro cash match:

Is already in department budget?			Fund		Business Unit	
Is not budgeted?			Proposed Source of Match:			
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)						

Other:

Number of FTEs the grant will fund:	1.50	Actual number of positions added:	2.00	
Departmental Indirect Cost Rate	24.82%	Indirect Cost of Grant to Metro:	$744,747.00	
*Indirect Costs allowed? ◉ Yes ○ No % Allow.	7.51%	Ind. Cost Requested from Grantor:	$225,324.00	in budget

*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)

Draw down allowable? ☐

Metro or Community-based Partners:

Part Two

Grant Budget

Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY22	$1,000,000.00	$0.00	$0.00	$0.00		$0.00	$1,000,000.00	$248,249.00	$62,590.00
Yr 2	FY23	$1,000,000.00	$0.00	$0.00	$0.00		$0.00	$1,000,000.00	$248,249.00	$75,108.00
Yr 3	FY24	$833,333.33	$0.00	$0.00	$0.00		$0.00	$833,333.33	$206,874.17	$75,108.00
Yr 4	FY25	$166,666.67	$0.00	$0.00	$0.00		$0.00	$166,666.67	$41,374.83	$12,518.00
Yr 5	FY									
Total		$3,000,000.00	$0.00	$0.00	$0.00		$0.00	$3,000,000.00	$744,747.00	$225,324.00

Date Awarded:	04/02/24	Tot. Awarded:	$0.00	Contract#:	NU58DP006999-03-04 & 05
(or) Date Denied:		Reason:			
(or) Date Withdrawn:		Reason:			

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

Rev. 5/13/13
5814

GCP Received 04/15/2024

GCP Approved 04/15/2024

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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

Notice of Award

Award# 6 NU58DP006999-03-04
FAIN# NU58DP006999
Federal Award Date: 02/13/2024

Recipient Information

1. Recipient Name
NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF
311 23rd Avenue North
Nashville, TN 37203-1503
(615) 862-8860

2. Congressional District of Recipient
05

3. Payment System Identifier (ID)
1620694743A3

4. Employer Identification Number (EIN)
620694743

5. Data Universal Numbering System (DUNS)
078217668

6. Recipient's Unique Entity Identifier (UEI)
LGZLHP6ZHM55

7. Project Director or Principal Investigator
Ms. Chemyeeka Tumblin
Program Director
Chemyeeka.Tumblin@nashville.gov
912-592-9309

8. Authorized Official
Dr. Melva Black
Deputy Director
melva.black@nashville.gov
615-340-8549

Federal Agency Information
CDC Office of Financial Resources

9. Awarding Agency Contact Information
Mrs. Nadirah Watson
Grants Management Specialist
nwatson@cdc.gov
404-498-3029

10.Program Official Contact Information
Asha Alex
Program Officer
odp2@cdc.gov
215-685-5344

Federal Award Information

11. Award Number
6 NU58DP006999-03-04

12. Unique Federal Award Identification Number (FAIN)
NU58DP006999

13. Statutory Authority
Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") Public Law 116-136 Public Health Service Act 42 U.S.C. 301(a)

14. Federal Award Project Title
CDC National initiatives to address COVID-19 Disparities in the Nashville, TN area

15. Assistance Listing Number
93.495

16. Assistance Listing Program Title
Community Health Workers for Public Health Response and Resilient

17. Award Action Type
Budget Revision

18. Is the Award R&D?
No

Summary Federal Award Financial Information

19.	**Budget Period Start Date** 08/31/2023 **- End Date** 08/30/2024	
20.	**Total Amount of Federal Funds Obligated by this Action**	$0.00
	20a. Direct Cost Amount	$0.00
	20b. Indirect Cost Amount	$0.00
21.	Authorized Carryover	$0.00
22.	Offset	$0.00
23.	Total Amount of Federal Funds Obligated this budget period	$1,000,000.00
24.	**Total Approved Cost Sharing or Matching, where applicable**	$0.00
25.	**Total Federal and Non-Federal Approved this Budget Period**	$1,000,000.00
26.	**Period of Perfomance Start Date** 08/31/2021 **- End Date** 08/30/2024	
27.	Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance	$3,000,000.00

28. Authorized Treatment of Program Income
ADDITIONAL COSTS

29. Grants Management Officer – Signature
Darryl Mitchell

30. Remarks

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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

Notice of Award

Award# 6 NU58DP006999-03-04
FAIN# NU58DP006999
Federal Award Date: 02/13/2024

Recipient Information

Recipient Name
NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF
311 23rd Avenue North
Nashville, TN 37203-1503
(615) 862-8860

Congressional District of Recipient
05

Payment Account Number and Type
1620694743A3

Employer Identification Number (EIN) Data
620694743

Universal Numbering System (DUNS)
078217668

Recipient's Unique Entity Identifier (UEI)
LGZLHP6ZHM55

31. Assistance Type
Project Grant

32. Type of Award
Other

33. Approved Budget
(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only
II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	$215,561.00
b. Fringe Benefits	$97,746.00
c. Total Personnel Costs	$313,307.00
d. Equipment	$0.00
e. Supplies	$33,999.00
f. Travel	$13,572.00
g. Construction	$0.00
h. Other	$0.00
i. Contractual	$549,552.00
j. TOTAL DIRECT COSTS	$910,430.00
k. INDIRECT COSTS	$89,570.00
l. TOTAL APPROVED BUDGET	$1,000,000.00
m. Federal Share	$1,000,000.00
n. Non-Federal Share	$0.00

34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
2-9390H3H	21NU58DP006999C3	DP	41.51	93.495	$0.00	75-2024-0943
3-9390H3H	21NU58DP006999C3	DP	41.51	93.495	$0.00	75-2024-0943

DocuSign Envelope ID: CDF9EB73-FFBF-4595-93CA-A8468C1AF978

AWARD ATTACHMENTS

NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF

6 NU58DP006999-03-04

1. Terms and Conditions

DocuSign Envelope ID: CDF9EB73-FFBF-4595-93CA-A8468C1AF978

ADDITIONAL TERMS AND CONDITIONS OF AWARD

Contract: The purpose of this amended Notice of Award is to acknowledge receipt of all required elements for the Contract below. This approval is in response to the request submitted by your organization dated January 17, 2024.

Contractor 1: Metropolitan Government of Nashville & Davidson Count Office of Homelessness Services (OHS)

DocuSign Envelope ID: CDF9EB73-FFBF-4595-93CA-A8468C1AF978

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DocuSigned by:
Gill C Wright III, MD
0400AC21E1CC408...
Director, Metro Public Health Department — 4/2/2024 — Date

DocuSigned by:
Tenné Hamilton Franklin
BEBF0BBF14D14B0...
Chair, Board of Health — 4/15/2024 — Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Kevin Crumbo/mgw
Director, Department of Finance — 5/17/2024 | 10:56 AM CDT — Date

APPROVED AS TO RISK AND INSURANCE:

Balogun Cobb
Director of Risk Management Services — 5/21/2024 | 6:37 AM CDT — Date

APPROVED AS TO FORM AND LEGALITY:

Courtney Mohan
Metropolitan Attorney — 5/20/2024 | 1:27 PM CDT — Date

_____
Metropolitan Mayor — _____ Date

ATTEST:

_____
Metropolitan Clerk — _____ Date

Grant Notes - View

Author	Ms. Chemyeeka Tumblin
Application Number	NU58DP2024023275
Subject	Yr2 Budget Revision
Date	2024-01-17
Note Type	Correspondence
Category Type	Prior Approvals
Bulk Note	No
Notes	Good morning, Attached are Prior Approval documents for our Yr 2 Budget Revision Request which include: -A signed cover letter by our AOR -The budget narrative for the proposed activity -New Activity description Thank you for your time and attention to this matter. Respectfully, Chemyeeka Tumblin

Cancel

Note Attachments

Description	Source Attachments	Status	Actions
signed AOR Cover Letter	signed_revisedbudget_OHS.pdf	SUCCESSFUL	
Yr 2 Budget Revision Narrative	Year 2 Budget Revision Request_OHS_Narrative.docx	SUCCESSFUL	
New Activity Description	Year 2 Budget Revision New Activity Justification_OHS.docx	SUCCESSFUL	

* Status updates every 10 seconds

DocuSign Envelope ID: CDF9EB73-FFBF-4595-93CA-A8468C1AF978

Metro Public Health Dept
Nashville / Davidson County
Protecting, Improving, and Sustaining Health

John Cooper, Mayor
Gill C. Wright III, MD MMM FAAFP
Director of Health
Board of Health
Tené Hamilton Franklin MS, Chair
Calvin M. Smith III MD, Vice-Chair
Carol Etherington MSN RN FAAN
David A. Frederick MS
Lloyda B. Williamson MD DFAPA FAACAP
Marie R. Griffin MD MPH
Adriana Bialostozky MD

January 11, 2024

Centers for Disease Control and Prevention
Office of Grants Services

Re: Metropolitan Government of Nashville and Davidson County (Metro Public Health Department)
Award Number 5 NU58DP006999-02-00

NOFO Number: CDC-RFA-DP21-2109, Community Health Workers for COVID Response and Resilient Communities (CCR)

Dear Grant Management Specialist:

This letter is in support of a revised year 2 budget in the amount of **$196,170**. Use of **year 2 unspent funds in the contractual line** is requested to meet the following goals/objectives/targets: Train and deploy community health workers and integrate them into care teams to support the public health response to COVID-19 among priority populations.

A new implementation activity is proposed. We propose to contract with the Metropolitan Government of Nashville & Davidson County Office of Homeless Services (OHS) to hire and deploy community health workers. The proposed request remains within the scope of the NOFO, and the funds will be used to support the implementation of the new activity. See enclosed justifications.

While the overall contractual line does not change in the summary budget table below, existing contracts for Matthew Walker and for Evaluation services are reduced by $196,170 to create the new proposed contract with OHS.

COST CATEGORY	ORIGINAL BUDGET	DIFFERENCE FROM ORIGINAL AMOUNT	NEW REVISED BUDGET TOTAL
Personnel	**$96,185**	**$0**	**$96,185**
Fringe Benefits	**$40,598**	**$0**	**$40,598**
Travel	**$902**	**$0**	**$902**
Equipment	**$0**	**$0**	**$0**
Supplies	**$4,870**	**$0**	**$4,870**
Contractual	**$782,337**	**$0**	**$782,337**
Other	**$0**	**$0**	**$0**
Total Direct Costs	**$924,892**	**$0**	**$924,892**
Indirect Costs	**$75,108**	**$0**	**$75,108**
Total Costs	**$1,000,000**	**$0**	**$1,000,000**

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If you have any questions regarding this request, please feel free to contact Chemyeeka Tumblin, MSPH, CCR Project Director via email, chemyeeka.tumblin@nashville.gov, or by phone, 615-340-0057.

Sincerely,

Melva Black, EdD
Deputy Director
Melva.black@nashville.gov

Enclosures (2)

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Year 2 Budget Revision Request
Metropolitan Government of Nashville and Davidson County (Metro Public Health Department)
Award Number 5 NU58DP006999-02-00;

Personnel – No change
Fringe Benefits – No change
Travel – No change
Equipment – No change
Supplies – No change
Contractual – Reduce unspent contractual funds for existing contractors Matthew Walker and for Evaluation Services by $203,640 to create new partnership with the Metropolitan Government of Nashville and Davidson County Office of Homeless Services (OHS).
Indirect- No change

1. **Period of Performance**: 8/30/2023 to 8/30/2024

2. **Scope of Work**: The Metro Office of Homeless Services is a new department (effective July 1, 2023) in Metropolitan Government charged with addressing the city's homeless crisis and preventing chronic homelessness. OHS is currently responsible for executing the city's encampment closure strategy, supporting residents move from outdoor encampments to supportive housing. The city and residents have identified the need for community health workers to support recently rehoused residents' navigation of medical and social services as well as the need for individuals with the lived experience of homelessness to support the city's COVID prevention and mitigation strategies for chronically homeless individuals. OHS will hire and deploy a minimum of five (5) CHWs with the lived experience of homelessness to serve as peer support navigators for recently rehoused individuals. The OHS CHWs will use the PRAPARE tool to assess recently rehoused individual needs, provide information and education on COVID mitigation, testing and vaccination to rehoused individuals and assist individuals with navigating health and social service resources in the priority populations.

3. **Itemized Budget and Justification**
   The Metro Office of Homeless Services is a new department (effective July 1, 2023) in Metropolitan Government charged with addressing the city's homeless crisis and preventing chronic homelessness. OHS is currently responsible for executing the city's encampment closure strategy, supporting residents move from outdoor encampments to supportive housing. The city and residents have identified the need for CHWs to support recently rehoused residents' navigation of medical and social services as well as the need for individuals with the lived experience of homelessness to support the city's COVID prevention and mitigation strategies for chronically homeless individuals.

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Year 2 Budget Revision Request
Metropolitan Government of Nashville and Davidson County (Metro Public Health Department)
Award Number 5 NU58DP006999-02-00;

Year 2 Budget: $196,170

Description of Expense	Cost	Justification
Program Coordinator 1.0 FTE	$35,500	Coordinates and supervises CHWs; prepares monthly reports of activities and progress toward workplan goals; maintains overall oversight of contract with MPHD, ensuing timely completion of all required contractual elements; serves as a liaison with MPHD for the project duration. Position includes annual salary ($50,000) plus benefits ($21,000) at 42% fringe rate for the time period March 1, 2024 through August 30, 2024.
Office Supplies	$62,300	The CHW team will be equipped with cell phones with wireless internet service as well as tablets for data entry and documentation purposes. General office supplies include postage, print/copy, folders, binders, etc. Finally, $50 restrictive supply vouchers will be available for recently rehoused residents to obtain necessary move in items such paper towels and cleaning supplies as well as PPE to maintain sanitary living environment to reduce the risk of COVID transmission.
Travel/Conference/Meetings	$40,170	Local travel includes mileage reimbursement for CHW team members using their personal vehicle for resident engagement. Local travel also includes bus passes and ride share vouchers for CHW team members who do not have access to personal vehicle to support resident engagement. Bus pass and ride share vouchers are also available to residents working with a CHW to obtain COVID related testing, vaccination and to meet medical and/or social needs for stability. Out of county travel is available to CHW team members for training purposes and to attend the CDC CHW sustainability and other related conferences (as appropriate).
Training	$34,200	Training includes professional development opportunities for the CHW team members including completion of the PRAPARE tool training, training on the

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		social determinants of health, use of personal protective equipment, COVID mitigation strategies and community resource navigation. Training also includes associated certification costs for CHWs who want to pursue the Substance Abuse and Mental Health Services Administration Peer Recovery Specialist certification to expand work with individuals who have experienced chronic homelessness due to recovery support needs.
Other	$24,000	$20/hour compensation for CHWs. The five (5) OHS Community Health Workers are available to work up to 10 hours per week through the project period.

4. **Name of Contractor**: Metropolitan Government of Nashville and Davidson County Office of Homeless Services

5. **Method of Selection**: Sole Source
   The contractor will be selected via a sole source Memorandum of Understanding (MOU). The Office of Homeless Services is the only Metropolitan Government agency that is charged with providing services to residents experiencing homelessness and OHS has the capacity to hire and support the immediate deployment of CHWs with the lived experience of homeliness.
   An MOU is utilized for contractual agreements within Metropolitan Government departments.

6. **Method of Accountability**: The CCR Project Director, Chemyeeka Tumblin, is responsible for supervising the OHS contract. Progress and performance will be monitored via monthly reports, monthly meetings with OHS staff and quarterly site visits to ensure technical assistance is provided to mitigate any challenges.

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Year 2 Budget Revision, New Activity Justification
Metropolitan Government of Nashville and Davidson County (Metro Public Health Department)
Award Number 5 NU58DP006999-02-00

The Metro Public Health Department (MPHD) requests approval to initiate a new activity for the remaining period of year 3 (March 1, 2024, to August 30, 2024). The new activity is a partnership with the Metro Office of Homeless Services (OHS) to train, deploy and engage 5 additional Community Health Workers to work with recently rehoused residents leaving outdoor encampments in the North and Southeast Davidson County areas. The Metro Office of Homeless Services is a new department (effective July 1, 2023) in Metropolitan Government charged with addressing the city's homeless crisis and preventing chronic homelessness. OHS is currently responsible for executing the city's encampment closure strategy, supporting residents move from outdoor encampments to supportive housing. The city and residents have identified the need for CHWs to support recently rehoused residents' navigation of medical and social services as well as the need for individuals with the lived experience of homelessness to support the city's COVID prevention and mitigation strategies for chronically homeless individuals.

OHS is an entity of the Nashville Metropolitan Government and to form a partnership of interdisciplinary work, would not require a contract but instead a Memorandum of Understanding (MOU). MPHD can avoid long delays due to contracting process by partnering with OHS via an MOU. The MOU process is significantly more efficient, taking approximately 2 months for execution versus 9 to 12 months for contract execution processes. OHS also has capacity to potentially sustain compensation to the Community Health Workers beyond the end of the project period.

Through working with OHS on shared goals, MPHD will be able to reach a larger audience of community members within identified zip codes that may not have access to care due to lack of transportation, inability to establish continuity of care due to moving often and have higher risk of COVID due to environmental factors. Through providing community education, peer support in a 1:1 setting and using the PRAPARE tool to assess needs and provide resource navigation, OHS CHWs allow increased capacity of reaching the original grant goals of Training, Deploying and Engaging CHWs within the Davidson County area. Monitoring of skills, knowledge and community needs will be provided through monthly reports building a case for sustainability of CHWs within OHS. OHS and MPHD have been in monthly communication about this proposed partnership since August 2023 to ensure immediate start if approved. If prior approval is granted for the new proposed activity, the proposed timeline of activities and deliverables includes:

January

- MPHD submits appropriate prior approval documentation in Grants Solutions and CDC AMP
- MPHD notifies OHS once CDC approval is granted
- OHS and MPHD finalize MOU terms
- MPHD Finance team receives update of new activity and payee account

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February

- Metro MOU approvals (Board of Health and Metro Council)
- Existing OHS staff identify and recruit potential CHWs from the existing Homelessness Continuum of Care Community Advisory Board, Homeless Planning Council and from homelessness provider agencies

March 1, 2024, through August 30, 2024

- MPHD works with OHS to provide initial on-boarding of CHW team members
- MPHD provides PRAPARE tool training and COVID mitigation training to OHS CHW team members
- Upon completion of initial training, OHS CHWs begin engagement with recently rehoused residents/residents to be rehoused to include:
    - Assess health and social service needs via PRAPARE tool
    - Distribute COVID test kits at each encounter with residents
    - Provide residents with personal protective equipment kits (masks, hand sanitizer, gloves, etc.)
    - Assist residents with navigating health insurance access and discuss benefits of COVID vaccination to prevent severe symptoms and hospitalizations
    - Document resident encounters, needs assessed, and resources provided
    - May serve on the Continuum of Care (CoC) Community Advisory Board and have a standing report to the Homeless Planning Council (individuals elected by the voting body of the CoC and appointed by the Mayor of Metropolitan Nashville)

Role and Activities (highlight COVID prevention, mitigation, and response efforts)

Community Health Workers (CHWs) with OHS will utilize the designated PRAPARE tool to assess the needs of the recently housed community and resources available that are able to meet those needs. OHS community health workers also have a shared lived experience with the community they serve allowing them to serve with empathy, understanding and cultural humility that often cannot be taught.

Training for OHS CHWs will consist of:

1. At least three trainings per quarter (**Emergency Preparedness**, **PPE**, **Motivational Interviewing**, **Social Determinants of Health**, **Advocacy**, PRAPARE, Cultural Competency, Capacity Building, **Care Coordination**, Professional Development)
2. An OHS personalized training of the PRAPARE tool
3. Bi-monthly trainings with all 2109 CHWs for professional development, networking and shared understanding of Davidson County residents' needs

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Activities for OHS CHWs will include those of the other 2109 CHWs such as attending community events to provide COVID education, provide test kits and provide PPE and education of their proper usage. Activities specific to the work of OHS consist of providing COVID and VHW messaging at OHS events and community meetings, provide COVID test kits and PPEs to individuals and families that are recently housed and those in the process of being housed, as well as, using the PRAPARE tool as the main identifier of clients' needs.

Other activities will consist of a minimum of two listening sessions focused on program integration and capacity of CHWs to meet community needs, field trips to community specific resources to learn of ways to best help clients navigate resources, as well as advocate for them, and attend the Sustainability Summit in April.

Alignment with the NOFO:

A partnership with Metro Health and OHS for year 3 of the CCR-2109 grant year aligns with the original NOFO through aiding with emergency preparedness of COVID response through utilizing community health workers to aid with:

1. Access to Covid education, test kits and resources through 1:1 service, community programming and accessible health messaging
2. Directly serving a vulnerable population which is disproportionately impacted by COVID and negatively impacted by social determinants of health and health disparities such as:
    a. High susceptibility for Covid due to previously existing conditions
    b. High risk of Covid due to crowded living conditions, lack of access to properly working PPEs and lack of safe, stable, and secure housing
    c. Lack of access to quality care and continuity of care
    d. Low community rates of Health Literacy
    e. High hospitalization needs with lack of insurance and ambulatory care
3. Providing training and support to community health workers in a New Division that allows for greater capacity for CHW sustainability post grant award years
4. Increase community resilience to respond to future Public Health Emergencies through use of PRAPARE tool to:
    a. Identify community needs and available resources
    b. Identify gaps in resources and areas where community partnerships can aid in accessible care
    c. Engage community members in self-advocacy and health literacy education
    d. Engage community partners in expanding accessible care, education, and funding for those most vulnerable to Covid

Through the above identified points this partnership directly impacts the long-term outcomes of the NOFO:

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1.Decreased impact of COVID-19 on those at highest risk (priority populations) and settings.

2.Increased community resilience to respond to COVID-19 and future public health emergencies.

Financial support needed/budget/carry over amount

The Metro Public Health Department requests to use **$196,170 in carry over funds** from March 1 to August 30, 2024, to support this proposed partnership. In general, the funds are allocated as follows:

a). Personnel - $35,500

Includes an existing 1.0 FTE position to coordinate CHW activities, report to monthly activity reports, supervise CHW engagements and liaison with MPHD for the pilot project period (March 1, 2024, to August 30, 2024). Position includes salaries and benefits at 42% fringe rate.

b). Supplies - $62,300

The CHW team will be equipped with cell phones with wireless internet service as well as tablets for data entry and documentation purposes. General office supplies include postage, print/copy, folders, binders, etc. Finally, $50 restrictive supply vouchers will be available for recently rehoused residents to obtain necessary move in items such paper towels and cleaning supplies as well as PPE to maintain sanitary living environment to reduce the risk of COVID transmission

c). Travel - $40,170

Local travel includes mileage reimbursement for CHW team members using their personal vehicle for resident engagement. Local travel also includes bus passes and ride share vouchers for CHW team members who do not have access to personal vehicle to support resident engagement. Bus pass and ride share vouchers also available to residents working with a CHW to obtain COVID related testing, vaccination and to meet medical and/or social needs for stability.

Out of county travel is available to CHW team members for training purposes and to attend the CDC CHW sustainability conference (as appropriate)

d). Training - $34,200

Training includes professional development opportunities for the CHW team members including completion of the PRAPARE tool training, training on the social determinants of health, use of personal protective equipment, COVID mitigation strategies and community resource navigation.

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e). Other - $24,000

Hourly compensation for OHS Community Health Workers. The hourly compensation model allows team members to have maximum flexibility to serve recently rehoused resident's needs, including night and weekend hours. The compensation rate is $20 per hour. The five (5) OHS Community Health Workers are available to work up to 10 hours per week through the project period.

Timeline

Metro Nashville estimates a starting period of March ‘24, if approval by CDC granted by/in January ‘24. The internal approval process for the MOU between divisions would begin immediately after receiving notice from the CDC.

March ‘24 - CHW initial trainings

- PRAPARE training (MPHD Host) & usage in the community
- OHS orientation to the grant

-Submit monthly report (documentation pertaining to CB1, CB4, CB5, and CB6)

April ‘24 - CHWs attend ALL CHW meeting/training (Success Story Creation)

- CHWs attend listening session (focused on team integration)
- Team members attend sustainability summit

- Submit monthly report

May ‘24- CHWs submit success story based on first 60 days

- Metro site visit

- Submit monthly report

June ‘24 - CHWs attend ALL CHW meeting/ training

-Submit monthly report

July ‘24 - CHW community events (Covid messaging around back to school safety)

-Submit monthly report

Aug ‘24 - CHW Appreciation event

- CHW success stories (1/ CHW & 1 overall Org SS)
- Submit CHW sustainability plan

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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

Notice of Award

Award# 6 NU58DP006999-03-05
FAIN# NU58DP006999
Federal Award Date: 02/26/2024

Recipient Information

1. Recipient Name
NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF
311 23rd Avenue North
Nashville, TN 37203-1503
(615) 862-8860

2. Congressional District of Recipient
05

3. Payment System Identifier (ID)
1620694743A3

4. Employer Identification Number (EIN)
620694743

5. Data Universal Numbering System (DUNS)
078217668

6. Recipient's Unique Entity Identifier (UEI)
LGZLHP6ZHM55

7. Project Director or Principal Investigator
Ms. Chemyeeka Tumblin
Program Director
Chemyeeka.Tumblin@nashville.gov
912-592-9309

8. Authorized Official
Dr. Melva Black
Deputy Director
melva.black@nashville.gov
615-340-8549

Federal Agency Information
CDC Office of Financial Resources

9. Awarding Agency Contact Information
Mrs. Nadirah Watson
Grants Management Specialist
nwatson@cdc.gov
404-498-3029

10.Program Official Contact Information
Asha Alex
Program Officer
odp2@cdc.gov
215-685-5344

Federal Award Information

11. Award Number
6 NU58DP006999-03-05

12. Unique Federal Award Identification Number (FAIN)
NU58DP006999

13. Statutory Authority
Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") Public Law 116-136 Public Health Service Act 42 U.S.C. 301(a)

14. Federal Award Project Title
CDC National initiatives to address COVID-19 Disparities in the Nashville, TN area

15. Assistance Listing Number
93.495

16. Assistance Listing Program Title
Community Health Workers for Public Health Response and Resilient

17. Award Action Type
Notification of a Contractor or Consultant

18. Is the Award R&D?
No

Summary Federal Award Financial Information

19.	**Budget Period Start Date** 08/31/2023 **- End Date** 08/30/2024	
20.	**Total Amount of Federal Funds Obligated by this Action**	$0.00
	20a. Direct Cost Amount	$0.00
	20b. Indirect Cost Amount	$0.00
21.	Authorized Carryover	$0.00
22.	Offset	$0.00
23.	Total Amount of Federal Funds Obligated this budget period	$1,000,000.00
24.	**Total Approved Cost Sharing or Matching, where applicable**	$0.00
25.	**Total Federal and Non-Federal Approved this Budget Period**	$1,000,000.00
26.	**Period of Perfomance Start Date** 08/31/2021 **- End Date** 08/30/2024	
27.	Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance	$3,000,000.00

28. Authorized Treatment of Program Income
ADDITIONAL COSTS

29. Grants Management Officer – Signature
Darryl Mitchell

30. Remarks

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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

Notice of Award

Award# 6 NU58DP006999-03-05
FAIN# NU58DP006999
Federal Award Date: 02/26/2024

Recipient Information

Recipient Name
NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF
311 23rd Avenue North
Nashville, TN 37203-1503
(615) 862-8860

Congressional District of Recipient
05

Payment Account Number and Type
1620694743A3

Employer Identification Number (EIN) Data
620694743

Universal Numbering System (DUNS)
078217668

Recipient's Unique Entity Identifier (UEI)
LGZLHP6ZHM55

31. Assistance Type
Project Grant

32. Type of Award
Other

33. Approved Budget
(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only
II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	$215,561.00
b. Fringe Benefits	$97,746.00
c. Total Personnel Costs	$313,307.00
d. Equipment	$0.00
e. Supplies	$33,999.00
f. Travel	$13,572.00
g. Construction	$0.00
h. Other	$0.00
i. Contractual	$549,552.00
j. TOTAL DIRECT COSTS	$910,430.00
k. INDIRECT COSTS	$89,570.00
l. TOTAL APPROVED BUDGET	$1,000,000.00
m. Federal Share	$1,000,000.00
n. Non-Federal Share	$0.00

34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
2-9390H3H	21NU58DP006999C3	DP	41.51	93.495	$0.00	75-2024-0943
3-9390H3H	21NU58DP006999C3	DP	41.51	93.495	$0.00	75-2024-0943

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AWARD ATTACHMENTS

NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF

6 NU58DP006999-03-05

1. Terms and Conditions

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ADDITIONAL TERMS AND CONDITIONS OF AWARD

Contract: The purpose of this amended Notice of Award is to acknowledge receipt of all required elements for the Contract below. This approval is in response to the request submitted by your organization dated February 14, 2024.

Contractor 1: Elevate Consulting, LLC

DocuSign Envelope ID: CDF9EB73-FFBF-4595-93CA-A8468C1AF978

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DocuSigned by:
Gill C Wright III, MD
0460AC21E1CC408...
Director, Metro Public Health Department — 4/2/2024 — Date

DocuSigned by:
Tenné Hamilton Franklin
BEBF0BBF14D14B0...
Chair, Board of Health — 4/15/2024 — Date

APPROVED AS TO AVAILABILITY OF FUNDS:

Kevin Crumbo/mjw
Director, Department of Finance — 5/17/2024 | 10:56 AM CDT — Date

APPROVED AS TO RISK AND INSURANCE:

Balogun Cobb
Director of Risk Management Services — 5/21/2024 | 6:37 AM CDT — Date

APPROVED AS TO FORM AND LEGALITY:

Courtney Mohan
Metropolitan Attorney — 5/20/2024 | 1:27 PM CDT — Date

_____
Metropolitan Mayor — _____ Date

ATTEST:

_____
Metropolitan Clerk — _____ Date

Grant Notes - View

Author	Ms. Chemyeeka Tumblin
Application Number	NU58DP2024024067
Subject	Notice of Contractor Amendment
Date	2024-02-14
Note Type	Correspondence
Category Type	Other
Bulk Note	No
Notes	Good Afternoon, Attached is our Prior Approval letter, signed by our AOR for adding an Evaluation Contractor. Thank you for your time and attention to this matter. Respectfully, Chemyeeka Tumblin

Cancel

Note Attachments

Description	Source Attachments	Status	Actions
Prior Approval Cover Letter	Contractor_Amendment_Cover_Letter_AOR_Signed_12.13.24.pdf	SUCCESSFUL	

* Status updates every 10 seconds

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Metro Public Health Dept
Nashville / Davidson County
Protecting, Improving, and Sustaining Health

John Cooper, Mayor
Gill C. Wright III, MD MMM FAAFP
Director of Health
Board of Health
Tené Hamilton Franklin MS, Chair
Calvin M. Smith III MD, Vice-Chair
Carol Etherington MSN RN FAAN
David A. Frederick MS
Lloyda B. Williamson MD DFAPA FAACAP
Marie R. Griffin MD MPH
Adriana Bialostozky MD

February 12, 2024

Centers for Disease Control and Prevention
Office of Grants Services

Re: Metropolitan Government of Nashville and Davidson County (Metro Public Health Department)
Award Number 5 NU58DP006999-02-00

NOFO Number: CDC-RFA-DP21-2109, Community Health Workers for COVID Response and Resilient Communities (CCR)

Dear Grant Management Specialist:

This letter is to request prior approval for a new contractor which indicates a new scope of work for the Notice of Award listed above.

1. **Period of Performance**: March 1, 2024 – August 31, 2024
2. **Scope of Work**: The goal of this contract is to support the Metro Public Health Department evaluation of the CCR-2109 initiative. The evaluation outputs include updated EDMP, evaluation questions, design and facilitation of at least 2 CHW listening sessions and qualitative and quantitative analysis of the CHW PRAPARE tool data.
3. **Itemized Budget and Justification**: $22,800.00

Description of Expense	Justification	Description of Work	Cost
Personnel and supplies needed to meet the scope of the contract. This includes Qualitative data collection and analysis supplies. *Personnel cost shall not exceed $380/ hour of labor. It is anticipated there will be an average of 10 hours of labor/month.	Provide required support to develop and implement the materials to collect, assess, track, and report on process and outcomes indicators to determine areas of project success and for improvement. Provide information to managers and staff as needed for data driven decision making to assure meeting project goals.	Evaluation Question Development Listening Session Design & Facilitation Evaluation Design & Implementation Analysis of CHW PRAPARE Data Project Management & Meetings Software & Technology	$3,800.00 $4,400.00 $6,000.00 $6,000.00 $2,600.00 Included

4. **Name of Contractor:** Elevate Consulting, LLC
5. **Method of Selection:** Procurement Purchase
   *Note: Per Metro's guidelines, this contractor is selected via delegated purchasing processes which allows the grantee to avoid the long delays associated with Metro's 9 to 12-month competitive bid process.
6. **Method of Accountability:** Monthly Reports, Monthly Monitoring Meeting. Contractor will also attend the Evaluation Technical Assistance meetings with the Envision Center.

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If you have any questions regarding this request, please contact Chemyeeka Tumblin, MSPH, CCR Project Director, chemyeeka.tumblin@nashville.gov, or 615-340-0057.

Sincerely,

Melva Black, EdD
Deputy Director
Melva.black@nashville.gov

DocuSign

Certificate Of Completion

Envelope Id: CDF9EB73FFBF459593CAA8468C1AF978
Status: Completed
Subject: Complete with DocuSign: Health-CommunityHealthWorkers 21-22 Amend 3 & 4 Ready.pdf
Source Envelope:
Document Pages: 30
Signatures: 9
Certificate Pages: 15
Initials: 1
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-06:00) Central Time (US & Canada)

Envelope Originator:
Juanita Paulson
730 2nd Ave. South 1st Floor
Nashville, TN 37219
Juanita.Paulsen@nashville.gov
IP Address: 170.190.198.190

Record Tracking

Status: Original
5/16/2024 12:28:02 PM
Holder: Juanita Paulson
Juanita.Paulsen@nashville.gov
Location: DocuSign

Security Appliance Status: Connected
Pool: StateLocal

Storage Appliance Status: Connected
Pool: Metropolitan Government of Nashville and Davidson County
Location: DocuSign

Signer Events	Signature	Timestamp
Rose Wood rose.wood@nashville.gov Finance Admin Metro Finance Dept. OMB Security Level: Email, Account Authentication (None)	RW Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	Sent: 5/16/2024 12:35:13 PM Viewed: 5/16/2024 8:08:11 PM Signed: 5/16/2024 8:09:48 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Aaron Pratt Aaron.Pratt@nashville.gov Security Level: Email, Account Authentication (None)	Aaron Pratt Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	Sent: 5/16/2024 8:09:49 PM Viewed: 5/17/2024 8:31:54 AM Signed: 5/17/2024 8:32:03 AM
Electronic Record and Signature Disclosure: Accepted: 5/17/2024 8:31:54 AM ID: 404f86ec-3b4a-4c47-b6d0-05f8b415d09e		
Kevin Crumbo/mjw MaryJo.Wiggins@nashville.gov Security Level: Email, Account Authentication (None)	Kevin Crumbo/mjw Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	Sent: 5/17/2024 8:32:04 AM Viewed: 5/17/2024 10:52:06 AM Signed: 5/17/2024 10:56:07 AM
Electronic Record and Signature Disclosure: Accepted: 5/17/2024 10:52:06 AM ID: 955f35fa-af27-4006-9c42-234f7c45f914		
Courtney Mohan Courtney.Mohan@nashville.gov Security Level: Email, Account Authentication (None)	Courtney Mohan Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.144	Sent: 5/17/2024 10:56:09 AM Viewed: 5/20/2024 1:25:17 PM Signed: 5/20/2024 1:27:46 PM
Electronic Record and Signature Disclosure:		

Signer Events	Signature	Timestamp
Accepted: 5/20/2024 1:25:17 PM ID: 529db489-5e9f-481f-85f4-2ef061adc81d		
Balogun Cobb balogun.cobb@nashville.gov Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 107.127.49.136 Signed using mobile	Sent: 5/20/2024 1:27:49 PM Viewed: 5/21/2024 6:37:08 AM Signed: 5/21/2024 6:37:20 AM
Electronic Record and Signature Disclosure: Accepted: 5/21/2024 6:37:08 AM ID: 344cfd22-739a-4a30-91b9-964ba2da2a66		

In Person Signer Events	Signature	Timestamp

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 Danielle.Godin@nashville.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign	COPIED	Sent: 5/21/2024 6:37:22 AM Viewed: 5/21/2024 10:02:54 AM
Sally Palmer sally.palmer@nashville.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 5/21/2024 9:07:41 AM ID: 494d7271-4747-4f8f-92d5-26ef1b395d75	COPIED	Sent: 5/21/2024 6:37:23 AM Viewed: 5/21/2024 8:30:37 AM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/16/2024 12:35:13 PM
Certified Delivered	Security Checked	5/21/2024 6:37:08 AM
Signing Complete	Security Checked	5/21/2024 6:37:20 AM
Completed	Security Checked	5/21/2024 6:37:23 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure