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GRANT SUMMARY SHEET

Grant Name:	FOWP Staffing FY25
Department:	PARKS & RECREATION
Grantor:	FRIENDS OF WARNER PARKS
Pass-Through Grantor (If applicable):	
Total Award this Action:	$54,152.92
Cash Match Amount	$0.00
Department Contact:	Alan Enzo 862-8400
Status:	CONTINUATION

Program Description:

This grant from Friends of Warner Parks provides reimbursement for staffing and copier rental for the Warner Parks HQ. The FY25 grant period begins July 1, 2024 and ends June 30, 2025.

Plan for continuation of services upon grant expiration:

This grant is recurring and is expected to continue indefinitely. Should funds become unavailable the Parks Department will evaluate the availability of other resources for funding.

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Grants Tracking Form

Part One

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

Department	Dept. No.	Contact	Phone	Fax
PARKS & RECREATION	040	Alan Enzo	862-8400	862-8414

Grant Name:	FOWP Staffing FY25		
Grantor:	FRIENDS OF WARNER PARKS	**Other:**	
Grant Period From:	07/01/24	(applications only) **Anticipated Application Date:**	
Grant Period To:	06/30/25	(applications only) **Application Deadline:**	
Funding Type:	FOUNDATION	**Multi-Department Grant** ☐ → **If yes, list below.**	
Pass-Thru:		**Outside Consultant Project:** ☐	
Award Type:	OTHER	**Total Award:**	$54,152.92
Status:	CONTINUATION	**Metro Cash Match:**	$0.00
Metro Category:	Est. Prior.	**Metro In-Kind Match:**	$0.00
CFDA #	N/A	**Is Council approval required?** ☑	
Project Description:		**Applic. Submitted Electronically?** ☐	

This grant from Friends of Warner Parks provides reimbursement for staffing and copier rental for the Warner Parks HQ. The FY25 grant period begins July 1, 2024 and ends June 30, 2025.

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

This grant is recurring and is expected to continue indefinitely. Should funds become unavailable the Parks Department will evaluate the availability of other resources for funding.

How is Match Determined?

Fixed Amount of $		**or**		**% of Grant**	**Other:** ☐

Explanation for "Other" means of determining match:

N/A

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

Is already in department budget?	N/A		**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:	1.74	**Actual number of positions added:**	0.00	
Departmental Indirect Cost Rate	20.51%	**Indirect Cost of Grant to Metro:**	$11,106.76	
***Indirect Costs allowed?** ○ Yes ◉ No **% Allow.**	0.00%	**Ind. Cost Requested from Grantor:**	$0.00	**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	FY25	**$0.00**	$0.00	$54,152.92	$0.00		$0.00	$54,152.92	$11,106.76	$0.00
Yr 2	FY__									$0.00
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
Total		**$0.00**	$0.00	$54,152.92	$0.00		$0.00	$54,152.92	$11,106.76	$0.00

Date Awarded:	05/15/24	**Tot. Awarded:**	**$54,152.92**	**Contract#:**	LETTER
(or) **Date Denied:**		**Reason:**			
(or) **Date Withdrawn:**		**Reason:**			

5837

GCP Received 05/15/2024

GCP Approved 05/15/2024

JP

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FRIENDS OF WARNER PARKS

April 25, 2024

Metropolitan Board of Parks and Recreation
511 Oman St.
Nashville, TN 37203

RE: Friends of Warner Parks – FOWP Staffing FY25 grant

Dear Parks Board Members,

I am writing to request that the Metropolitan Board of Parks and Recreation accept a **Staffing grant** from Friends of Warner Parks to be included on the agenda of the June 2024 board meeting.

GRANT TO BE DISTRIBUTED VIA QUARTERLY REIMBURSEMENT TO METRO PARKS

Naturalist 1 – part-time – Step 2	Elise Dilks	$ 20,674.16
Naturalist 1 – part-time – Step 4	Will Chamberlain	$ 21,890.26
Seasonal Worker 7 – Step 1	Nature Center Aide	$ 4,844.25
Seasonal Worker 7 – Step 1	Nature Center Aide	$ 4,844.25
Copier – Ricoh		$ 1,900.00
FOWP Staffing Grant Total – All FY25:		**$ 54,152.92**

Please see calculations attached. Note that Quarterly Grant Reimbursements will reflect actual salaries and hours worked. If the grant total stated above is exceeded due to hourly wage changes or COLA, etc., it is understood that Friends of Warner Parks will reimburse these amounts.

Thank you once again for the opportunity to work in partnership with the Board of Parks and Recreation for the benefit of Warner Parks. If you have any questions about this request, please do not hesitate to call me at 615-370-8053.

Sincerely,

Jenny Hannon
President

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FOWP FY25 STAFFING GRANT CALCULATIONS

Rates effective 7/1/23

ID Description	Name / Functional Title	Description	Calculated hours	FTE	Hourly (Annual/ 2080)	Regular Pay Position budget calculated from total hourly rate	OASDI Social Security tax (6.2%)	SSN Med Medicare tax (1.45%)	Total FY24 Grant Budget
FOWP STAFFING GRANT - ALL FY25									
Naturalist 1 - part-time - Step 2	Elise Dilks (returning for year 2 - moving up to Step 2 for FY25)	19 hours per week X 52 weeks	988	0.48	$ 19.44	$ 19,204.98	$ 1,190.71	$ 278.47	$ 20,674.16
Naturalist 1 - part-time - Step 4	Will Chamberlain (returning for 4th year - moving up to Step 4 for FY25)	19 hours per week X 52 weeks	988	0.48	$ 20.58	$ 20,334.66	$ 1,260.75	$ 294.85	$ 21,890.26
Seasonal Worker 7 - Step 1	Nature Center Aide	30 hours per week end of May for 10 weeks	300	0.15	15.00	$ 4,500.00	$ 279.00	$ 65.25	$ 4,844.25
Seasonal Worker 7 - Step 1	Nature Center Aide	30 hours per week end of May for 10 weeks	300	0.15	15.00	$ 4,500.00	$ 279.00	$ 65.25	$ 4,844.25
TOTAL:				1.26					**$ 52,252.92**
Copier - Ricoh									$ 1,900.00
FOWP STAFFING GRANT TOTAL - ALL FY25:									**$ 54,152.92**

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FREDDIE O'CONNELL, MAYOR

METROPOLITAN BOARD OF PARKS AND RECREATION

Centennial Park Office
Park Plaza at Oman Street
Nashville, TN 37201

(615) 862-8400
Fax (615) 862-8414
www.nashville.gov/parks

Monique Horton Odom, Director

May 7, 2024

Ms. Jenny Hannon, Executive Director
Friends of Warner Parks
50 Vaughn Road
Nashville, Tennessee 37221

Dear Ms. Hannon:

The Parks Board, at its meeting held Tuesday, May 7, 2024, accepted a Staffing grant for fiscal year 2025 in the amount of $54,152.92, from the Friends of Warner Parks, for the purpose of the continuation of the funding of staff positions, as itemized below:

- FOWP Staffing salaries in the amount of $52,252.92
- Copier – Ricoh on the amount of $1,900.00

As per your letter quarterly grant reimbursements will reflect actual salaries and hours worked. If the grant total stated above is exceeded due to hourly wage changes or COLA, Friends of Warner Parks will reimburse the amounts.

If further information is needed regarding the grant process, please contact Ms. Chinita White of my staff; she may be reached at 615 862-8400. On behalf of Metro Parks, thank you for this generous contribution and we look forward to the continuation of this successful partnership.

Sincerely,

Monique Horton Odom, Director
and Secretary to the Board

c: Chinita White
Alan Enzo
Jim Hester

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SIGNATURE PAGE
FOR

GRANT NO. FOWP Staffing FY25

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department — Date: 5/15/24

APPROVED AS TO AVAILABILITY OF FUNDS:

Director of Finance — Date: 6/3/2024 | 6:46 PM CDT

APPROVED AS TO RISK AND INSURANCE:

Director of Insurance — Date: 6/4/2024 | 12:37 PM CDT

APPROVED AS TO FORM AND LEGALITY:

Metropolitan Attorney — Date: 6/4/2024 | 12:29 PM CDT

FILED:

Metropolitan Clerk — Date