

GRANT APPLICATION SUMMARY SHEET

Grant Name: Fire 2021 Coronavirus Emergency Supplemental Funding Grant (CESF) 21-22

Department: FIRE DEPARTMENT

Grantor: U.S. DEPARTMENT OF JUSTICE

Pass-Through Grantor (If applicable): TENN. DEPT. OF FIN. & ADMIN.

Total Applied For: \$75,000.00

Metro Cash Match: \$0.00

Department Contact: Fred Smith
880-3493

Status: NEW

Program Description:

The 2021 Coronavirus Emergency Supplemental Funding Grant will provide a new van to facilitate the movement of critical supplies and personnel who are directly involved in COVID-19 testing as well as the movement of homeless individuals to shelters and testing sites when required for COVID-19.

Plan for continuation of services upon grant expiration:

NFD will absorb the operating cost of this vehicle after the grant expires.

APPROVED AS TO AVAILABILITY OF FUNDS:

DocuSigned by:
Saul Solomon/mjw 10/1/2021
Director of Finance ^{DS} TE **Date**

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Niki Eke 10/1/2021
Metropolitan Attorney ^{DS} TE **Date**

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb 10/1/2021
Director of Risk Management Services ^{DS} TE **Date**

DocuSigned by:
John Cooper 10/1/2021
Metropolitan Mayor ^{DS} TE **Date**

(This application is contingent upon the approval of the application by the Metropolitan Council.)

5336

B.A. Initials

^{DS}
EDA

Grants Tracking Form

Part One

Pre-Application <input type="radio"/> Application <input checked="" type="radio"/> Award Acceptance <input type="radio"/> Contract Amendment <input type="radio"/>					
Department	Dept. No.	Contact	Phone	Fax	
FIRE DEPARTMENT	032	Fred Smith	880-3493		
Grant Name: Fire 2021 Coronavirus Emergency Supplemental Funding Grant (CESF) 21-22					
Grantor: U.S. DEPARTMENT OF JUSTICE					
Grant Period From: 11/15/21		<small>(applications only)</small> Anticipated Application Date: 09/30/21		Other:	
Grant Period To: 06/30/22		<small>(applications only)</small> Application Deadline: 10/01/21			
Funding Type:	FED PASS THRU	Multi-Department Grant <input type="checkbox"/> If yes, list below.			
Pass-Thru:	TENN. DEPT. OF FIN. & ADMIN.	Outside Consultant Project: <input type="checkbox"/>			
Award Type:	COMPETITIVE	Total Award: \$75,000.00			
Status:	NEW	Metro Cash Match: \$0.00			
Metro Category:	New Initiative	Metro In-Kind Match: \$0.00			
CFDA #	16.034	Is Council approval required? <input checked="" type="checkbox"/>			
Project Description:		Applic. Submitted Electronically? <input checked="" type="checkbox"/>			
The 2021 Coronavirus Emergency Supplemental Funding Grant will provide a new van to facilitate the movement of critical supplies and personnel who are directly involved in COVID-19 testing as well as the movement of homeless individuals to shelters and testing sites when required for COVID-19.					
Plan for continuation of service after expiration of grant/Budgetary Impact:					
NFD will absorb the operating cost of this vehicle after the grant expires.					
How is Match Determined?					
Fixed Amount of \$		\$0.00	or	0.0%	% of Grant
					Other: <input type="checkbox"/>
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:		0.00	Actual number of positions added:		0.00
Departmental Indirect Cost Rate		22.35%	Indirect Cost of Grant to Metro:		\$16,762.50
*Indirect Costs allowed? <input checked="" type="radio"/> Yes <input type="radio"/> No		% Allow.	0.00%	Ind. Cost Requested from Grantor:	
				\$0.00 in budget	
<small>*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)</small>					
Draw down allowable? <input checked="" type="checkbox"/>					
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	\$75,000.00	\$0.00		\$0.00		\$0.00	\$75,000.00	\$16,762.50	\$0.00
Yr 2	FY									
Yr 3	FY									
Yr 4	FY									
Yr 5	FY									
Total		\$75,000.00			\$0.00		\$0.00	\$75,000.00	\$16,762.50	\$0.00
Date Awarded:					Tot. Awarded:		Contract#:			
(or) Date Denied:					Reason:					
(or) Date Withdrawn:					Reason:					

Contact: trinity.weathersby@nashville.gov
vaughn.wilson@nashville.gov

GCP RECEIVED
9/29/21

GCP APPROVED 9/29/21

TW

Intent to Apply - General Information

Please complete the information below related to the specific grant with the Office of Criminal Justice Programs for which your agency is applying.

Fund Source Selection

Project Title*

CESF Local Government Response ▾

Please choose the appropriate fund source type for your application.

- FVPSA - Family Violence Prevention and Services Act
- VOCA - Victims of Crime Act
- STOP Violence Against Women
- SASP - Sexual Assault Services Program
- JAG - Justice Assistance Grant
- PSN-Project Safe Neighborhoods
- MHT - Mental Health Transport
- Complete Count Census
- CESF - Coronavirus Emergency Supplemental Funding Program

Have you ever received State of Tennessee Funding?*

Yes ▾

Please Choose Yes or no

State (Edison) Vendor ID #*

4

(If agency has one)

General Information

Person Completing this Form*

Frederick

First Name

Smith

Last Name

Title of Person Completing Form

Commander - Nashville Fire Department**Authorizing Agency Name***

Nashville Fire Department**Implementing Agency Name***

Nashville Fire Department**Phone Number***

(615) 880-3493**E-Mail Address***


fred.smith@nashville.gov**Federal ID # of Authorizing Agency***

62-0694743**Authorizing Agency DUNS Number***

078217668

DUNS Number is 9 digits. May lead with 0.

SAM Expiration Date*

11 ▾ 18 ▾ 21 ▾ 

Fiscal Year End*

06/30

FORMAT: [MONTH], [DAY]

Subcontractor to be used?*

No ▾

Progress 

Please ensure all values are in a proper format.
Fields: **Zip + 4 (Authorized)**

Authorized Official Contact Information

The Authorized Official will be the individual legally authorized to sign a contract on behalf of the applicant agency.

Typically this will be – State Government Commissioner, Local Government Mayor, Administrator, or Executive
(Depending upon type of government incorporation) Non-Profit Board Chair

Authorized Official Name*

John

First Name

Cooper

Last Name

Authorized Official Title*

Mayor

Authorized Official Address*

1 Public Square Suite 100, Mayor's Office

Address Line 1

Address Line 2

Nashville

City

Tennessee

State

37201

ZIP Code

Zip + 4 (Authorized)*

37201

Authorized Official's Phone*

(615) 862-6000

Authorized Official Email*

Mayor@nashville.gov

Progress



Project Director Contact Information

The individual who will be in direct operational charge of the project. It is the responsibility of the Project Director to assure that the project is implemented as described in the project narrative and assume oversight responsibility for the direct and subcontracted services provided. The Project Director must assure that all grant requirements are documented and completed in the timelines specified in the OCJP Administrative Manual.

Project Director Name*

Frederick

First Name

Smith

Last Name

Project Director Title*

Commander

Project Director Address*

63 Hermitage Ave

Address Line 1

Address Line 2

Nashville

City

Tennessee

State

37210

ZIP Code

Zip + 4 (Directors)*

3721-0000

Project Director's Phone*

(615) 880-3493

Project Director Email*

fred.smith@nashville.gov



Progress



Fiscal Director Contact Information

The individual responsible for fiscal matters relating to the grant-funded project and is ultimately in charge of accounting, management of funds, verification of expenditures, and grant financial reports.

Fiscal Director Name*

LeighAnne

First Name

Burtchaell

Last Name

Fiscal Director Title*

Finance Director

Fiscal Director Address*

63 Hermitage Ave

Address Line 1

Address Line 2

Nashville

City

Tennessee

State

37210

ZIP Code

Zip + 4 (Fiscal)*

3721-0000

Fiscal Director's Phone*

(615) 862-5350

Fiscal Director Email*

leighanne.burtchaell@nashville.gov



Progress



Demographic / Location Information

Area to be Served by Project

Please NOTE: Type "ALL" in number 1 if this project is statewide. If your project will have a service area of more than six counties, type all additional counties in number 7.

Congressional District(s)

Enter the number of the congressional district(s) in which the project will operate. If you do not know your Congressional District then please visit: <http://www.house.gov/representatives/find/>

County 1*

Davidson

County 2

County 3

County 4

County 5

County 6

County 7

Enter the federal congressional district(s) in which grant will operate.*

5

Lookup House District(s) at: www.house.gov/representatives/find



Progress

Submit Form

Nashville Fire Department
Funding source: The Tennessee Criminal Justice Programs
Solicitation Identification Title: CESF Local Government COVID Response
Chief Fred Smith 615-880-3493

PROJECT NAME

Nashville Fire Department - CESF Local Government COVID Response

Scope of Services/Project Narrative

The Nashville Fire Department (NFD), as part of its overall mission to the citizens and the City of Nashville, focuses on providing "... high-quality fire, medical, and rescue emergency responses and community support services" ... These response and support services include providing attention and care for city and county's vulnerable populations, which include the homeless. Since the inception of the COVID-19 coronavirus, addressing the needs of the homeless within this new environment has required reassessing the strategic, tactical, and operational considerations for serving this highly vulnerable population.

The NFD's operational objective, in part, for 2020 was to support the citizens of Metropolitan Nashville and Davidson County by establishing and sustaining the multiple COVID testing sites. This can be accomplished more efficiently and timely with a van asset to be utilized for transporting support personnel, and critical COVID-19 supplies which include personal protective equipment (PPE), testing kits, and any additional needs to and from the different testing sites and to the established shelters. Vans will also be used to safely transfer COVID-19, persons waiting for results, those who are determined positive, and negative citizens to shelters for continued care and observation. The NFD is also actively engaged with Nashville's Cold Patrol which assists homeless men, women, and children escape harsh winter weather by transporting them to the Nashville Rescue Mission for food, clothing, and shelter. A van would facilitate successful operations by providing safe, suitable transport which allows for COVID-19 spacing.

The homeless generate challenges of a unique nature requiring certain adjustments in Department protocols related to housing, transportation, logistics, and handling services. Transporting potential, or positive COVID-19 individuals from one location to another as needed for quarantine, ongoing assessments, minor treatment, and care, requires realignment of vehicular equipment services for operating within the medical guidelines established because of the COVID-19 coronavirus. Under the coronavirus constraints and medical precautions, the homeless population of Nashville requires unique and specific attention for addressing the challenges in providing services to this population.

To better serve the homeless population during this pandemic environment, NFD has recognized the need for establishing increased capability and capacity for providing more efficient and effective transportation and supply services on behalf of the city and counties homeless. Currently, the usage of department vehicles for homeless services is limited, requiring reassignment downtime, scheduling issues, staffing adjustments, and loss of efficiency caused by delays. Because of the inherently problematic issues associated with a lack of or limited availability of adequate and appropriate transportation many of the displaced homeless

Nashville Fire Department
Funding source: The Tennessee Criminal Justice Programs
Solicitation Identification Title: CESF Local Government COVID Response
Chief Fred Smith 615-880-3493

individuals do not get timely attention and do not have an appropriate and safer means of obtaining assistance other than utilizing 911 emergency resources. The availability of the van would improve the NFD's capability in supporting Nashville's citizens who need help.

Other benefits related to COVID-19 include:

- Transport NFD personnel to designated sites for vaccination
- Transport NFD personnel to neighboring counties who request COVID-19 support
- Support the logistics with the delivery of PPE and other supplies determined to be necessary to support ongoing operations.
- A van addition would serve as a mitigation asset for response to immediate demands that do not require front-line apparatus such as a fire truck or 911 ambulance.

The purchase of a vehicle would provide the logistical and practical means for increasing capacity and more effective delivery of services addressing the specific needs of the homeless and their environment.

General Activities/Inputs

The total amount of funds requested is \$75,000.00. These funds will be used for the purchase of a van, including fuel and maintenance costs for the duration of the grant period. The van will perform a critical transportation function for transporting community residents housed in homeless shelters, rescue missions, and other sheltering facilities serving this specific vulnerable population. The van will also be utilized for transporting citizens housed in general population shelters requiring special transportation needs. The van will have multiple payload flexibility to allow for the ability to handle general sheltering supplies, medical equipment and medical supplies, and other needed items used in shelter operations. The van will significantly relieve the fire department of continued transportation and supply delivery problems brought on by the changing logistical environment as the result of the COVID-19 pandemic. The beneficial factors of the van will increase the delivery capacity and efficiency of the services and support required of these added responsibilities. The van will fill many operational challenges and gaps in the Department's COVID-19 preparedness, response, and prevention activities, and provide a mechanism for increased effectiveness in dispensing its services to the Nashville public. Specific estimates as to the number of individuals benefiting from the van's use are difficult to determine, but sheltering and homeless support activities potentially serve a staggering number of Nashvillians. It is unknown the number of people in Nashville who are without shelter.

Staff Providing Service and Assistance to Individuals

The Nashville Fire Department will staff the van's utilization with current department personnel. Depending on the van's usage, the number of personnel staffing will vary according to the specific functional need. The coronavirus pandemic has increased the need for the above-mentioned services for the homeless and shelter populations. This added workload will be positively impacted by the van's usage in a much-improved method of delivery of transportation

Nashville Fire Department
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services to individuals, operational support providing needed supplies, and creating increased ability and capacity for the Department to serve its citizens, including the homeless population, especially in harsh winter and summer weather conditions.

Implementation Timeline

Give a timeline including purchase date, date equipment is expected to arrive, and date it will be deployed.

ACTIVITY	STAFF TO COMPLETE	COMPLETION DATE
Let formal bids for purchase (according to city and state requirements) of vehicle	Bidding and purchasing process	The projected completion date is by January 5, 2022
Van is delivered and undergoes City inspection and maintenance preliminary service	Initial fleet inspection, maintenance, and administrative approval for vehicle release to service	30-45 days following delivery of the vehicle to the city of Nashville
The vehicle is operational and performs required services for transportation, equipment, and supplies distribution	Assigned duties	Immediately following authorized release to service (Specific date to be determined)

Data Collection Procedure

Data collection for utilization of the vehicle will follow routine City of Nashville processes for accountability and use such as vehicle maintenance records, transportation logs, fuel logs, and other service records and logs addressing fleet operations. As the vehicle will be used primarily for serving the vulnerable population homeless and other sheltered residents with potential coronavirus medical needs, ancillary activities for supporting these populations will also be included in the required reporting documents. This information may include such data as the number of transports conducted, supplies delivered, and other quantitative statistical data available for analysis, in evaluating the program goals in demonstrating the positive impact of the vehicle purchase in the Department's preparation, prevention, and response to COVID-19.

Nashville Fire Department
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Outcomes

If awarded funds under this grant, the Nashville Fire Department will submit a narrative report as required by the grant guidelines, outlining the justification for the vehicle's purchase and how this expenditure has contributed to the Department's mission in preparation, prevention, and response needs to the COVID-19 outbreak. In addition, the department will provide a tracking summary of the vehicle's purchase documentation.

Collaborative Activities

As a full-service public safety organization, the Nashville Fire Department maintains a continued collaborative relationship with a host of similar public safety agencies, service organizations, private corporations, medical organizations, social service agencies, and other providers and suppliers in coordinating and operating within the COVID-19 environment. These relationships are at the core of the Department's mission, and it is fully committed and dedicated to maintaining and strengthening those collaborations as it provides its services to the City of Nashville, and its citizens. The Department will continue conducting its work by attendance at public safety organizational meetings, area strategy and planning sessions, continued coordination of emergency services, interaction with various social services and organizations dedicated to serving the city's vulnerable populations and providing direct services and support to all area agencies using this grant purchased vehicle. Collaboration of services among many of the agencies and organizations mentioned will benefit through the added availability of transportation use in transporting individuals in need of a host of services, the ability to have additional support for delivery of supplies and equipment and knowing that additional transportation resources are available during emergencies and when unplanned supply and logistical problems arise.

GRANT BUDGET				
AGENCY NAME: Nashville Fire Department				
FUND SOURCE: The Tennessee Office of Criminal Justice Programs				
SOLICITATION IDENTIFICATION TITLE: CESF Local Government COVID Response				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: 11/15/2021 END: 6/30/2022				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$0.00	\$0.00	\$0.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$15,000.00	\$0.00	\$15,000.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$60,000.00	\$0.00	\$60,000.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$75,000.00	\$0.00	\$75,000.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.*

(posted on the Internet at: https://www.tn.gov/content/dam/tn/finance/ocjp/Appendix_J_Policy_03_Report.xls)

² Applicable detail follows this page if line-item is funded.



Nashville Fire Department

January 22, 2021

Director Chief
Will Swann

Administrative Services Division Manager/PIO: **Joseph Pleasant**

OEM Administrative District Chief: **Jay Servais**

Medical Director: **Dr. Slovis**

Administrative Services Manager: **Angie Goins**

Executive Administrator / HR: **Jamie Summers**

Executive Administrator / Finance: **Leigh Anne Burtchae**

Deputy Director Chief
Tim Henderson

Safety / Risk Management & Exposure Control
Jerry Moreland

Commander Special Operations: **Larry Clymer**

Fire Marshal: **Lawrence Hutchison**

Commander Data Services: **Lester Kelton**

Deputy Director Fire Operations: **Jerry J. Tomlinson**

Deputy Director EMS Operations: **Robert McAlister**

Commander Logistics: **Bryan Jones**

Administrative Service Manager: **Darrel Pulley**

Commander Fire Training Academy: **Scott Lively**

Hazardous Materials

Technical Rescue

Special Events / Contingency Planning

Field Inspections

Arson Investigations

Plans Review

Quality Assurance

Fire Quality Assurance

Information Technology

Staffing

Fire Operations

Planning

Capital Budget

EMS Operations

EMS Quality Improvement / Billing

EMS Medical Training

Logistics

Fleet

Air Services

Facilities Maintenance

Fire Training

EMS Training

Research and Development

APPLICATION FOR 2021 Coronavirus Emergency Supplemental Funding Grant (CESF)

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



Tim Henderson, Deputy Director Chief
Nashville Fire Department

9/29/21

Date