Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

LEGISLATIVE TRACKING FORM

Filing for Council Meeting Date: 04/07/26 ☑ **Resolution** ☐ **Ordinance**

Contact/Prepared By: Caroline Eller **Date Prepared:** 02/24/26

Title (Caption): Davidson County Architectural Survey - Phase 1 27-28 Application

Submitted to Planning Commission? ☑ **N/A** ☐ **Yes-Date:** _____ **Proposal No:** _____

Proposing Department: Metro Historical Commission **Requested By:** Scarlett Miles, Interim Executive Director

Affected Department(s): Metro Historical Commission **Affected Council District(s):** _____

Legislative Category (check one):

- ☐ Bonds
- ☐ Budget - Pay Plan
- ☐ Budget - 4%
- ☐ Capital Improvements
- ☐ Capital Outlay Notes
- ☐ Code Amendment
- ☐ Condemnation
- ☐ Contract Approval
- ☐ Donation
- ☐ Easement Abandonment
- ☐ Easement Accept/Acquisition
- ☐ Grant
- ☑ Grant Application
- ☐ Improvement Acc.
- ☐ Intergovernmental Agreement
- ☐ Lease
- ☐ Maps
- ☐ Master List A&E
- ☐ Settlement of Claims/Lawsuits
- ☐ Street/Highway Improvements
- ☐ Other: _____

FINANCE **Amount +/-: $** $ 51,593.33 **Match: $** $ 26,666.67

Funding Source:

- Capital Improvement Budget
- Capital Outlay Notes
- Departmental/Agency Budget
- Funds to Metro
- General Obligation Bonds
- Grant
- Increased Revenue Sources
- Judgments and Losses
- Local Government Investment Project
- Revenue Bonds
- Self-Insured Liability
- Solid Waste Reserve
- Unappropriated Fund Balance
- 4% Fund
- Other: _____

Approved by OMB: Aaron Pratt AC

Approved by Finance/Accounts: _____

Approved by Div Grants Coordination: Juanita Paulsen

Date to Finance Director's Office: _____

APPROVED BY FINANCE DIRECTOR'S OFFICE: _____

ADMINISTRATION

Council District Member Sponsors: _____

Council Committee Chair Sponsors: _____

Approved by Administration: _____ **Date:** _____

DEPARTMENT OF LAW Date to Dept. of Law: _____ Approved by Department of Law: _____

Settlement Resolution/Memorandum Approved by: _____

Date to Council: _____ For Council Meeting: _____ ☐ E-mailed Clerk

☐ All Dept. Signatures ☐ Copies ☐ Backing ☐ Legislative Summary ☐ Settlement Memo ☐ Clerk Letter ☐ Ready to File

Department of Law – White Copy *Administration – Yellow Copy* *Finance Department - Pink Copy*

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

GRANT APPLICATION SUMMARY SHEET

Grant Name:	Davidson County Architectural Survey - Phase1 27-28
Department:	HISTORIAL COMMISSION
Grantor:	TENNESSEE HISTORICAL COMMISSION
Pass-Through Grantor (If applicable):	
Total Applied For	$51,593.33
Metro Cash Match:	$26,666.67
Department Contact:	Scarlett Miles, Interim Executive Director 862-7970
Status:	NEW

Program Description:

The Metropolitan Historical Commission requests Historic Preservation Fund support to conduct architectural field surveys of three Davidson County subareas: Subarea 8 (North Nashville), Subarea 11 (South Nashville), and Subarea 12 (Southeast Nashville). Established in 1966, the MHC has documented Nashville's historic built environment for nearly sixty years.

Plan for continuation of services upon grant expiration:

MHC intends to apply for additional phases of grant-funded survey under the Tennessee Historical Commission's Historic Preservation Fund program. Survey will be completed in remaining community subareas, with an estimated maximum overall timeline of completion at 4-5 years.

APPROVED AS TO AVAILABILITY OF FUNDS:

Jenneen Reed/adm 2/27/2026 | 9:05 AM PST

Director of Finance **Date**

APPROVED AS TO FORM AND LEGALITY:

Courtney Mohan 2/27/2026 | 11:22 AM CST

Metropolitan Attorney **Date**

AP AC

APPROVED AS TO RISK AND INSURANCE:

Balogun Cobb 2/27/2026 | 11:08 AM CST

Director of Risk Management Services **Date**

Freddie O' Connell:mt 2/27/2026 | 12:14 PM C

Metropolitan Mayor Date

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

KW

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

Grants Tracking Form

Part One

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

Department	Dept. No.	Contact	Phone	Fax
HISTORIAL COMMISSION	011	Scarlett Miles, Interim Executive Director	862-7970	

Grant Name:	Davidson County Architectural Survey - Phase1 27-28		
Grantor:	TENNESSEE HISTORICAL COMMISSION	**Other:**	
Grant Period From:	10/01/26	(applications only) **Anticipated Application Date:**	
Grant Period To:	09/30/27	(applications only) **Application Deadline:**	02/28/26
Funding Type:	STATE	**Multi-Department Grant**	☐ → **If yes, list below.**
Pass-Thru:		**Outside Consultant Project:**	☑
Award Type:	COMPETITIVE	**Total Award:**	$51,593.33
Status:	NEW	**Metro Cash Match:**	$26,666.67
Metro Category:	New Initiative	**Metro In-Kind Match:**	$0.00
CFDA #		**Is Council approval required?**	☑
Project Description:		**Applic. Submitted Electronically?**	☑

The Metropolitan Historical Commission requests Historic Preservation Fund support to conduct architectural field surveys of three Davidson County subareas: Subarea 8 (North Nashville), Subarea 11 (South Nashville), and Subarea 12 (Southeast Nashville). Established in 1966, the MHC has documented Nashville's historic built environment for nearly sixty years. Our archive of survey data and photographs is relied upon daily by staff, city departments, researchers, developers, property owners and community members. The proposed project would be the first phase of an anticipated five-year, grant-funded effort to fully survey Davidson County and update existing survey records. Primary deliverables include a structured survey spreadsheet with detailed notes on architectural characteristics and eligibility (Worthy of Conservation or National Register of Historic Places) and photos documenting each surveyed property.

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

MHC intends to apply for additional phases of grant-funded survey under the Tennessee Historical Commission's Historic Preservation Fund program. Survey will be completed in remaining community subareas, with an estimated maximum overall timeline of completion at 4-5 years.

How is Match Determined?

Fixed Amount of $		or	40.0%	**% 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?	$26,666.67	**Fund**	10101	**Business Unit**	11105100
Is not budgeted?		**Proposed Source of Match:**			staff time
(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	17.39%	**Indirect Cost of Grant to Metro:**	$13,609.41	
***Indirect Costs allowed?** ◉ Yes ○ No **% Allow.**	14.81%	**Ind. Cost Requested from Grantor:**	$11,593.33	**in budget**

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	FY27		$25,796.67	$0.00	$13,333.34	10101; 11105100		$39,130.01	$5,796.67	$5,796.67
Yr 2	FY28		$25,796.66	$0.00	$13,333.33	10101; 11105100		$39,129.99	$5,796.67	$5,796.66
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
Total		$0.00	$51,593.33	$0.00	$26,666.67		$0.00	$78,260.00	$11,593.34	$11,593.33

Date Awarded:		**Tot. Awarded:**		**Contract#:**	
(or) **Date Denied:**		**Reason:**			
(or) **Date Withdrawn:**		**Reason:**			

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

Rev. 5/13/13
6181

JP

GCP Received 02/26/26

GCP Approved 02/26/26

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

RESOLUTION NO. _____

A resolution approving an application for a Historic Preservation Fund Grant from the Tennessee Historical Commission to the Metropolitan Government, acting by and through the Metropolitan Historical Commission, to fund support for a survey of three community subareas of Davidson County - North, South, and Southeast Nashville - which comprise a wide mix of racial and socio- economic communities and histories.

WHEREAS, the Tennessee Historical Commission is accepting applications for a Historic Preservation Fund Grant with an award of $51,593.33 and required cash match of $26,666.67; and,

WHEREAS, the Metropolitan Government is eligible to participate in this grant program; and,

WHEREAS, it is to the benefit of the citizens of The Metropolitan Government of Nashville and Davidson County that the grant application be approved and submitted.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Section 1. That the application for a Historic Preservation Fund Grant, with an award of $51,593.33, a copy of which is attached hereto and incorporated herein, is hereby approved, and the Metropolitan Historical Commission is authorized to submit said application to the Tennessee Historical Commission.

Section 2. That this resolution shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

APPROVED AS TO AVAILABILITY OF FUNDS:

Jenneen Reed/mjw
Jenneen Reed, Director
Department of Finance

INTRODUCED BY:

_____

_____

_____
Member(s) of Council

APPROVED AS TO FORM AND LEGALITY:

Courtney Mohan
Assistant Metropolitan Attorney

Historic Preservation Fund Grant (HPF)

Monroe County Courthouse has received several HPF grants to restore masonry.

Apply for the HPF Grant (https://tdec.smartsimple.com/s_Login.jsp)

HPF Application Training Webinar Video (https://www.youtube.com/watch?v=0y1roCXM0vA)

HPF Application Training Slides (/content/dam/tn/historicalcommission/grants-general/HPF_Application_Training_Slides.pdf)

HPF Grant Applications open January 19-February 28

Federal Historic Preservation Fund (HPF) grants are matching grants and will reimburse up to 60% of the costs of approved costs for projects with a public benefit. The remaining 40% must be provided by the grantee as matching funds. Grant applications for the next round should be open January 19, 2026 and run through February 28, 2026, based on federal budget approvals. Grant awards typically average between $15,000-$65,000 to ensure as many projects as possible throughout the state are funded.

The selection process will emphasize projects that provide the most public benefit such as architectural and archaeological surveys, design guidelines for historic districts, and restoration of historic buildings that are listed in the National Register and have a public use. For financial incentives for commercial properties, see here (/content/tn/historicalcommission/federal-programs/tax-credit.html) for information about the Federal Historic Tax Credit. Priorities for grants will be based on the State Historic Preservation Plan (https://www.tn.gov/content/dam/tn/historicalcommission/plan-general/thc-plan-final-optimized.pdf). Based on these priorities, privately owned or commercially focused projects have not been able to be funded. Examples of publicly focused projects include:

- Architectural survey of areas experiencing rapid growth and development, other threats to cultural resources, and areas where there are gaps in knowledge regarding cultural resources and for communities in the Certified Local Government program. For proposed survey projects, the projects should identify and record historic districts, sites, buildings, structures, and objects and built over 50 years ago. Surveys may be for a specific geographic area or for properties associated with themes or events important in the state's history, such as post World War II residential development.
- Preservation plans for towns, neighborhoods, and historic districts
- Preparation of nominations to the National Register of Historic Places
- Restoration of historic buildings listed in the National Register of Historic Places (/content/dam/tn/historicalcommission/national-register-general/thc_nr-inventory.pdf). Projects must follow the Secretary of the Interior's Standards for the Treatment of Historic Properties (https://www.nps.gov/tps/standards.htm).

2025 Federal Historic Preservation Grant Recipients
(/historicalcommission/news/2025/10/31/grant.html)

Frequently Asked Questions

What is the HPF Grant?

The Tennessee Historical Commission opens applications for the Historic Preservation Fund grant program annually based on the availability of federal funding. Each year funds are provided to each state and territory from oil and gas lease revenues (not tax dollars) to assist with the implementation of the National Historic Preservation Act of 1966. In Tennessee, the funds are focused on survey and planning projects and to help restore historic properties that have a demonstrated public benefit. Ten percent of the funds we receive must be provided to one of the fifty Certified Local Government (/content/tn/historicalcommission/federal-programs/clg.html) programs: communities that have demonstrated a vested interest in historic preservation through local zoning.

What types of projects are eligible?

Survey and planning projects-National Register of Historic Places nominations, local architectural surveys of counties, cities, or neighborhoods, local historic preservation design guidelines and more Restoration projects. To qualify for funding a property must be listed on the National Register of Historic Places. The grants are to be used for Historic Restoration / Rehabilitation Projects. Properties will score highest in the grant ranking process that have a demonstrated public benefit. Examples of a public benefit include but are limited to historic National Register-listed properties that are museums, courthouses, and libraries. The scoring process is based on goals established in our Historic Preservation Plan (/content/tn/historicalcommission/about-us/preservation-plan.html).

When are applications open?

Grant applications will be open January 19, 2026 - February 28, 2026.

Can grants be used by an applicant to purchase a historic property?

No. The grants may be used only for historic survey, planning or documentation, and restoration projects. Funds are not available for building acquisition.

I just bought a historic house. Can I use this grant?

This grant program prioritizes properties with a public use. Privately owned residential homes have not been funded in the history of the program. If your house will ultimately have a commercial use, more information about the historic tax credit program is here (/content/tn/historicalcommission/federal-programs/tax-credit.html).

Does the grant require matching funds?

The grants require a 40% match.

When will the grants be announced?

Following the close of the application process a THC grant review team will review and score the applications and submit the top scoring projects with our funding application to the National Park Service. Following their approval, we will expect to make final award announcements in the second half of 2025.

How do I apply for a grant?

To apply, please visit TDEC's grant management home page (https://tdec.smartsimple.com/s_Login.jsp) for instructions and further information regarding the grant management system (GMS). It is very important before you apply to be affiliated within GMS with your organization and then to apply "under" that affiliation (you can change to your affiliated organization with the building icon in the upper right hand corner of GMS) to make sure your grant application is started correctly.

The THC State Historic Preservation Office staff offered online training sessions on applying for Tennessee's Preservation Grant Program. The first webinar was designed for all applicants with helpful tips and tricks about application process and the Smart Simple grant management system. The video can be viewed here (https://youtu.be/Y6kS8dNwltE).

This program receives Federal funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental federally assisted programs on the basis of race, color, national origin, age or disability. Any person who believes he or she has been discriminated against in any program, activity or facility operated by a recipient of Federal assistance should write to: Director, Equal Opportunity Program, U.S. Department of the Interior, National Park Service, P.O. Box 37127, Washington, D.C. 20013-7127.

Contact

Holly M. Barnett
Assistant Director for Federal Programs
(615) 770-1089
Holly.M.Barnett@tn.gov
(mailto:Holly.M.Barnett@tn.gov)

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

TN Department of Environment & Conservation

Application Summary

Project Title:

Application Type: Federal Historic Preservation Grant

Grant Amount:

Contract End Date:

Grant Information

Purpose and Overview

About the Grant

The Tennessee Historical Commission (THC), the State Historic Preservation Office, is accepting grant applications for historic preservation projects. Federal grant funds are made available to the states under the provisions of the National Historic Preservation Act (NHPA). This legislation gives authority to the Secretary of the Interior "to expand and maintain a national register of districts, sites, buildings, structures, and objects significant in American history, architecture, archaeology, and culture" and to grant funds to assist the states in conducting historic preservation matters. The Tennessee Historical Commission is responsible for administering these programs in Tennessee. At the federal level the program is administered by the National Park Service.

Grants are competitive and can be used for for two categories:

- *Planning and Survey projects*
- *Restoration Projects for National Register listed resources*
  Priorities for grants will be based on the goals and objectives of the State Historic Preservation Office's plan. It includes areas experiencing rapid growth and development, other threats to cultural resources, areas where there are gaps in knowledge regarding cultural resources, and communities that participate in the Certified Local Government program. The Selection Process emphasizes eligible projects such as:
  - Architectural And Archaeological Surveys
    - *Survey is one of the most important activities mandated by the NHPA. The survey is fundamental to most other preservation efforts and because maintaining a database of the state is such a large and never-ending task, survey projects are considered a priority.*
    - Projects should identify and record historic districts, sites, buildings, structures, and objects that represent Tennessee's history and architecture that are at least 50 years old.
    - Surveys may be for a specific geographic area or for sites associated with themes or events significant in the state's history, such as
      - Community Wide Places Associated with Civil Rights,
      - Development Of 19th Century Railroads in The 19th Century, or
      - Mid-Century Residential Development.
    - National Register of Historic Places Nominations,
      - The NRHP is the official list of the nation's cultural resources that are worthy of preservation.
      - Nominations can be for significant individual properties, historic districts, or multiple property submissions.
      - The multiple property nominations are usually related to a common theme or are for eligible properties in a specific geographic area such as a town or county. These types of nominations are often preceded by a survey project.

    - Listing a property in the National Register helps in preserving the property by giving official recognition from the federal government that a property is considered significant, ensuring consideration in planning for federal projects, making the property eligible for federal tax benefits, and qualifying the property for restoration grants.
    - **Important note**: if applying for a grant to prepare a National Register nomination, please include a recent eligibility decision or confirmation from our staff. Your grant cannot be approved without completing this step. See the NR page for the eligibility process, information form, and staff contact for questions..
- Design Guidelines for Historic Districts,
- Historic Preservation Plans for towns, neighborhoods, and historic districts
- Information that educates the public about historic preservation, and
- Restoration of historic buildings that are listed in the National Register and have a public use.
    - Predevelopment work necessary to undertake restoration is an acceptable grant.
    - Restoration of historic buildings must follow the Secretary of the Interior's Standards For The Treatment Of Historic Properties .
    - The work done must be reviewed and approved by staff of the Tennessee Historical Commission
    - Owners of properties that receive Restoration grants are required to execute a preservation agreement or covenant to maintain and preserve the property and to allow a measure of public access for a specified period of years.
    - Though all properties listed in the National Register are eligible to apply for grants, privately owned residences or commercial buildings will usually not be competitive with projects sponsored by public interest groups, non-profits, or local governments.
    - If the property is a National Historic Landmark, contact holly Barnett at (615) 770-1089. There are additional requirements. A list of NHL sites in Tennessee can be found at Tennessee.

Timeline, Eligibility and Funding

Timeline Eligibility

Grant Timeline

The anticipated timeline for this grant round is as follows:

January 19, 2026: grant cycle open for applications

February 28, 2024: full proposal submission deadline

Late Summer of 2024: announcement of recipients

Eligible Applicants

Any government, private organization, educational institution, or individual that is interested in the benefits of

historic preservation may apply for funds. Priority is given to properties that have a **public use and public support**.

Owners or administrators of properties listed in the National Register of Historic Places (NRHP) may apply for funds to restore or to plan for the restoration of those properties. If an applicant for a restoration grant is not the owner of the property, the owner must provide written consent to the applicant and must agree to execute the required preservation covenants on the property.

Portion Paid by Federal Funds

The federal grant will **reimburse the grantee up to 60% of the total project cost** after the proposed project has been properly reviewed and approved by the THC. These are maximum figures, and the actual grant may be for less than this amount or may be for only a portion of the work included in the application. Work that has already been completed or is underway is not eligible for grant assistance nor may the cost associated with it be used as match.

Administration of Funds

Grant recipients will sign a contract between themselves and the state of Tennessee which will spell out the terms and conditions of the grant. No work can be done prior to the effective start date of this contract. All state and federal regulations must be followed. Grants are administered on a reimbursement basis. In other words, the recipient must document an approved expenditure of $100 in order to receive a reimbursement of $60. There are stringent requirements for documentation of expenditures and other reporting requirements. Projects may be audited by federal or state auditors.

Matching Sources

Federal funds available under the Community Development Act Of 1974 constitute an allowable source of matching funds. No other federal funds or donated services from any federal source may be used as match.

Assurance of Requested Funds

Tennessee can provide funds for only some of the projects requesting them. Some projects are fully funded, some partially, some not at all. Funding depends upon the amount of money made available to the state, the number and quality of requests, and how well the project ranks when judged on the selection criteria discussed on the next tab.

Awarding of Funds

Funds cannot be awarded until congress completes work on the budget. This sometimes does not occur until many months into the federal fiscal year (oct-sept). Our target schedule is to award grants by August of each year. Once decisions are made applicants will be informed as to whether or not their project is funded. No work may be done prior to the effective start date of the contract which must be executed between the state and the grantee. Because state contracting procedures are time-consuming there may be a delay of months between

the grant award and the date on which work can begin.

Selection Criteria

Selection Criteria

The priorities and criteria for funding have been established by the THC to reflect goals and objectives for historic preservation in the state. These goals and objectives are developed each year with advice solicited from the public prior to the beginning of the grant cycle. They are also based on a comprehensive plan for historic preservation which has been developed by the THC to guide its efforts and programs. Specific rating criteria designed to measure how well a project meets these factors have been developed. Projects are rated generally on the following factors:

Survey Projects:

a. How important is the project for completing or updating the statewide survey?
b. Will the project fill a critical gap in information about historic properties either geographically or thematically?
c. Is the project well-planned and realistic, and can the sponsor be depended on to complete the project in a timely and efficient manner and maintain quality standards?
d. Will the project digitize files that can be added to the THC web?

Planning Projects:

a. Is the project for the preparation of multiple National Register nominations, especially if done as a result of a survey?
b. Is the project for a local preservation plan or design guidelines for historic districts?
c. Does the project educate the public about historic preservation?

Restoration Projects:

a. What is the level of significance of the National Register-listed property?
b. What is the level of need for grant funding, for example, is the property endangered and is the grant critical for addressing and alleviating the danger?
c. Will the project be used to restore and important (character defining) feature of the property?
d. Can the project be expected to have a positive impact on public perceptions and opinions regarding the value and importance of historic preservation?
e. How much planning has been done for the project? Have plans and specifications been prepared? If so, do they meet The Secretary of the Interior's Standards for the Treatment of Historic Properties?
f. Is this a second or later phase of a restoration grant awarded by the THC?

All Projects:

a. Does the applicant appear able to meet all administrative and technical requirements and carry the project to successful completion?

b. What is the degree of public interest, support, and benefit of the project? Letters of support and endorsement from community leaders and the public may be included in addition to evidence of media interest.
c. Is the project submitted by a Certified Local Government (CLG)? At least 10% of our federal funds must go to CLGs. See Certified Local Governments.
d. Pure research projects are NOT allowed, whether the proposal is for a building or an archaeological project.

How Applications are Reviewed and Rated

Applications will be rated by the staff of the THC based on the above considerations. Each type of project is rated and ranked in competition with other projects of the same type. Final decisions are made by the State Historic Preservation Officer, who is the Executive Director of the Tennessee Historical Commission.

For details about scoring:

Download Survey Project Scoring Rubric

Download Planning Project Scoring Rubric

Download A&D Scoring Rubric

Resources

Resources and Contact

For Reference:

State Historic Preservation Office Plan

Certified Local Governments

Tennessee's Survery and National Register View --View Previous Surveys and Find National Register Nominations

The Secretary of the Interior's Standards for the Treatment of Historic Properties

NPS Preservation Briefs --Technical Preservation Services

NPS Preservation By Topic --Technical Preservation Services

Program Contact:

For more information, please contact:

Holly Barnett
Assistant Director For Federal Programs
Holly.M.Barnett@tn.gov
(615)770-1089

Download Draft GG Template

Download Draft GR Template

Download Draft IG Template

General Information

TN Department of Environment & Conservation

Application Summary

Organization Profile

Organization: Metropolitan Government of Nashville and Davidson County
Type: County Government
Primary Contact: Freddie O'Connell
Address: 100 Metro Courthouse,Nashville, TN 37201
Address Two:
Email: mayor@nashville.gov
Phone: (615) 862-6000
Website: https://www.nashville.gov/

Application completed by

Name: Caroline Eller
Personal Address: 3000 Granny White Pike, Nashville, TN 37214
Personal Address Two:
Personal Email: caroline.eller@nashville.gov
Personal Phone: 615-862-7970 x79780

TDEC Requirements

Title VI

The Title VI Compliance Application is a separate application that is completed by the applicant to provide your organizations Pre-Audit Survey responses. Please note, this is not ONLY the Title VI Training and Certification.

This application will only need to be completed once per year when you wish to receive funds. Also, this application will automatically go back into Draft Status to be resubmitted 9 months after it has been marked complete.

TDEC TITLE VI STATEMENT

All Grantees will be required to affirm the following statement as part of the grant contract: The Grantee hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Grantee on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law. The Grantee shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

Please confirm that the Applicant Organization has completed the Title VI Compliance application within the last calendar year.
Yes

Specify completion date of most recent Title VI application.
05/01/2025

Self Debarment Verification

Please verify that your organization is not on the federal debarment list.

The Awarded Organization is required to check the debarment status of their organization by using the SAMS website prior to making a recommendation of award, purchasing of goods, or securing of services to meet grant requirements and to insure any and/or all funds associated with the grant project will be eligible for reimbursement. Grant reimbursements will not be processed if the debarment status verification have not been completed.

NOTE: If active exclusions and/or delinquent federal debt are shown, the organization cannot receive a grant contract or grant funds. If no active exclusion and no delinquent federal debt are shown, the awarded organization may receive grant funds as long as all other grant policies and procedures are followed.

Search for your organization to confirm that you are not on the Debarment List by going to System for Award Management (SAM)

Click "SEARCH RECORDS" tab.

In the search bars type in the Entity name or using an exclusion search term, Duns & Bradstreet number (DUNS) and/or the Entity Commercial and Government Entity (CAGE) code. You can only use one search bar at a time to search for records. Individuals are not assigned a DUNS number or CAGE code. When checking for a debarred individual, conduct the search by typing the name in the top bar.

Click "SEARCH" to retrieve a list of results. Entities with "Exclusion" listed in purple are currently debarred, while those labeled "Entity" in green do not have exclusions. In the right upper corner of the webpage, use the "Save PDF" option and upload a summary of search results.

Self-Debarment

POLICY: In order to receive grant funds, an Awarded Organization must not have any active debarment items. Grant funds cannot be distributed to any agency that has been suspended or debarred; section E.3 of the grant contract details debarment requirements.

Please see the Self-Debarment Status Verification section of the Grant Project Manual located on the “About” tab in the main body of the grant record for procedure details. Once procedure is complete, upload required documents following document naming requirements in Grant Project Manual using the “Upload” button below and then clicking the “Save Draft” button at the bottom of the page.

SAM_Registration.pdf

TN Department of Environment & Conservation

Application Summary

What name was searched?
Metropolitan Government of Nashville & Davidson County

Please complete the below certification information
I certify to the best of my knowledge and belief that the data above is correct and I have searched my organization in the SAM system.

Name of person who searched the SAM system
Kimery Grant

Date
02/24/2026

Supplier Information

Fiscal Year End Date

What day of the year does your organization's Fiscal Year end?

June 30

FEIN

The Federal Employer Identification Number (FEIN) is also known as a Federal Tax Identification Number and is used to identify a business entity. If your organization does not have one, please obtain one here.

620694743

Is the applying organization registered with Supplier Maintenance?
Yes

What is the applying organizations Supplier ID
0000000004

The below information will be used to verify the information within Supplier Maintenance is correct for the applying organization

Payment Address

This is the address where your payment will go or the address that is linked to your bank account information.

Metropolitan Government of Nashville & Davidson County, Metro Payment Services, P.O. Box 196301, Nashville

State
Tennessee

ZIP
37219

What are the last four digits of the account number you want your payment sent to?

PLEASE NOTE: This is used to help verify the information in Supplier Maintenance is correct prior to payment being issued.

9290

Are you a 501(c)(3) Chartered Organization?
No

Project Contact Information

Name:	Caroline Eller	**Title/Position:**	Historic Preservationist
Email Address:	caroline.eller@nashville.gov	**Phone Number:**	615-862-7970 x 79780
Address:	1113 Kirkwood Ave	**City:**	Nashville
State:	TN	**ZIP:**	37204

Application Questions

Please specify which county the project will be primarily located:
Davidson

General Questions

1. Is the applicant a Certified Local Government?

Tennessee's Certified Local Governments

Yes

2. For projects that involve an archaeology survey or archaeology National Register nomination, have you contacted the Tennessee Division of Archaeology to let them know what you are planning?
N/A

3. Are the grant funds for a Restoration Project?
No

10. What level of significance is the property listed as?

Click the reference number link (first line in the NRHP details box) to open the NRHP nomination to find the Level of Significance. Easiest to find by text searching "significance." If you have questions or trouble finding it email: National.Register@tn.gov . When you do, include the name of the nomination, NRIS Reference number, and the property address.

Local

State

National

Narrative Questions

1. Summary Project Description:

Give a brief description of the project for which you are requesting funds. Attach photos as specified on the following tab (Budget and Attachments).

The Metropolitan Historical Commission requests Historic Preservation Fund support for architectural survey in Davidson County. We have identified three priority subareas: Subarea 8 (North Nashville), Subarea 11 (South Nashville), and Subarea 12 (Southeast Nashville). Established in 1966, the MHC has documented Nashville's historic built environment for nearly 60 years. Our archive of survey data and photographs is relied upon daily by staff, city departments, researchers, developers, property owners and community members. The proposed project would be the first phase of an a multi-year, grant-funded effort to fully survey Davidson County and update existing survey records. Primary deliverables include a structured survey spreadsheet with detailed notes on architectural characteristics and eligibility (Worthy of Conservation or National Register of Historic Places) and photos of each surveyed property. Survey data will be used to update Metro's GIS historical layers (both public and internal) and state survey records, and will inform Metro Nashville's forthcoming countywide Historic Preservation Plan being developed by the Planning Department and Historic Zoning Commission.

2. Detailed Project Narrative:

Describe in detail the project you wish to undertake with the grant sought. Describe how the project will meet the priorities and criteria for funding as explained in previous tabs.

Survey & Planning Projects (S&P):

The reason for the project should be stated. Describe the scope of activities the project will undertake.

- State what the final product will be (e.g., preservation plan, survey report, data base).
- Summarize any previous work done which is relevant to this specific project.

Restoration Projects:
Clearly explain the scope of your project and describe how the work will meet the Secretary of the Interiors Standards.
- If the work proposed is part of a phased restoration, describe how this project fits into the phases.
- State whether plans for the work have been prepared.
- Prioritize the different items of the proposed project both here and in the estimated budget on the next tab so that if full funding is not feasible, partial funding may be considered.
- If the work includes restoration of missing features or details, describe any research previously done to guide the restoration.

Note: A preservation agreement or covenant will be required for all Restoration projects.

There are additional requirements if the property is a National Historic Landmark. A list of NHL sites in Tennessee can be found at Tennessee National Historic Landmarks. For more information, contact Holly Barnett at (615) 770-1089.

Professional Services:

Professional services must be obtained through a competitive process; however, you should describe the professional qualifications of any prospective staff, consultants, or principal investigators. These must meet the requirements of 36 CFR, Part 61, Appendix A. Specifics regarding these requirements may be obtained from the Tennessee Historical Commission.

The Metropolitan Historical Commission (MHC) has conducted architectural surveys of Nashville's historic properties for nearly sixty years. These surveys form the backbone of the MHC's research library — a collection of thousands of historic photographs, drawings, and field records consulted regularly by MHC staff, city planners, developers, architects, community historians, and the general public. Maintaining current survey data is essential to our mission. In a rapidly growing city, outdated or incomplete records leave historic resources vulnerable. Properties cannot be evaluated, nominated to the National Register of Historic Places, or protected if they have not been documented. Critically, many preservation-based financial incentive programs also require at least survey-level documentation to determine eligibility for assistance, including preservation grants, historic tax credits, historic tax abatement, and conservation easements. This project would initiate a coordinated, multi-year effort to achieve more complete coverage and updated survey records in three of Davidson County's subareas most immediately threatened by development pressures, directly advancing Goal 3, Objective 1, Strategy 2: Increase surveys and map the state's historic resources as outlined in Tennessee's Historic Preservation Plan, 2019-2029. Historic preservation, including the collection of foundational survey records, also furthers several objectives detailed in NashvilleNext, a plan which guides the city's growth through 2040, including fostering strong neighborhoods, championing the environment, and "being" Nashville. The completion of comprehensive, updated survey records will help the MHC and other stakeholders better advocate and plan for the historical and cultural resources that are a living record of Nashville's history.

The proposed survey would prioritize three community subareas forming a geographic cross-section of the city from northwest to southeast: Subarea 8 (North Nashville), Subarea 11 (South Nashville), and Subarea 12 (Southeast Nashville). This corridor spans a broad range of developmental contexts: from dense, historically significant neighborhoods close to downtown, to post-war suburban subdivisions, to rural landscapes on the county's southeastern edge. Subarea 8 includes neighborhoods such as Buena Vista, Cumberland Gardens, and Hadley Park, areas with deep roots in Nashville's African American history and among the city's most active zones of gentrification and displacement. Subarea 11 encompasses Chestnut Hill, Wedgewood-Houston, and Glencliff, neighborhoods experiencing rapid infill and redevelopment. Subarea 12 includes Cane Ridge, Crieve Hall, Tusculum, and Paragon Mills, representing the county's more suburban and rural community character. Together, these subareas reflect a wide mix of racial and socioeconomic communities and histories, and each has seen significant demolition, construction, and alteration in recent years. Grant funds will be directed towards neighborhoods outside existing local historic zoning overlays (which are already regularly monitored/documented), targeting the unprotected and rapidly changing parts of the city where survey data is most urgently needed. Subareas 8 and 9 were last comprehensively surveyed in 2007 and 2009, respectively, and staff completed a partial windshield survey of subarea 12 in 2023. The passage of time since those surveys, combined with Nashville's extraordinary pace of development, means that properties previously documented may have been significantly altered or demolished, and many other properties may have now crossed the threshold for National Register or Worthy of Conservation eligibility. Any remaining funds will be used to complete survey in an additional subarea(s).

The primary deliverable is a structured survey spreadsheet documenting key architectural and historical characteristics and photos depicting at least two views for each surveyed property. Unlike static survey forms, this spreadsheet will function as a living document that can be easily and regularly updated by MHC as conditions change and can be synchronized with Metro Nashville's GIS and Parcel Viewer data portals, making the data accessible to other Metro departments and the general public. Should the Tennessee Historical Commission (THC) require it, MHC will coordinate with the selected consultant to complete Survey123 forms; however, such forms are generally more time intensive, thereby reducing the amount of properties that can be surveyed with the use of grant funding, so MHC's preference is to conduct survey using the spreadsheet approach. This strategy ensures the broadest possible geographic coverage and maximum community assistance with grant funds while producing records that meet THC survey standards.

This project is positioned at a critical intersection of MHC's preservation mission and Metro Nashville's broader planning agenda. The Metro Planning Department, which now includes the Historic Zoning Commission, is actively developing a new preservation plan for Nashville, and the MHC anticipates that updated surveys will provide critical and necessary input to that process. By completing this work proactively, the MHC ensures that surveys are conducted to standards appropriate for both MHC and the Planning Department, and that the city's most vulnerable historic resources are identified before they are compromised.

Community support for this initiative is strong. The MHC has engaged local preservation friends groups throughout the application planning process, including the Nashville Historical Foundation, Historic

Nashville, Inc., and the Preservation Society of Nashville. These organizations have expressed enthusiastic support for this work and committed supplemental funds, which will be utilized outside of the grant budget to extend consultant-led survey work beyond what the grant will cover.

Professional Services:

Survey work will be competitively bid per Metro's standard procurement process, and MHC will engage a cultural resource firm with demonstrated experience in historic architectural survey projects. The selected offeror will meet the Secretary of Interior's Professional Qualifications Standards set forth in 36 CFR, Part 61. MHC staff will provide all programmatic and administrative project oversight, including review of all survey documentation for completeness and accuracy, coordination of updates to the Metro GIS historical layers and Parcel Viewer, coordination of community engagement and outreach, project promotion, reporting, budget management, and coordination with THC to incorporate completed data into state survey records.

Two local CRM firms estimate the survey costs in the range of $150-400 per resource. One estimate noted that completion of S123 forms would cost approximately 16% more per resource than the spreadsheet documentation method. For this reason, MHC plans to explore the use of a fixed price contract method during procurement. Due to the significant match requirement, MHC also requests either an 18 or 24-month contract.

3. Project Maintenance:

Describe how you plan to care for the property in the future. This can include items such as:
-How will this grant assist in future care of the property?
-Does the organization have the financial ability to maintain the property?
-Is there a maintenance plan or a plan to operate the property?
-Is there support from the membership of the organization or the community where the property is located?

As a Metropolitan Government agency established by ordinance and sustained through the Metro Nashville operating budget, the Metropolitan Historical Commission has the institutional stability, financial capacity, and long-term mandate and expertise to maintain the records produced by this project in perpetuity. Survey data will be integrated into the MHC's existing research library, property files, and subarea survey records.

The survey spreadsheet's living document format ensures that records remain current and useful well beyond the grant period. It will be synchronized with Metro Nashville's GIS and Parcel Viewer data portals, ensuring accessibility to all Metro departments, preservation partners, researchers, property owners, and the general public. Survey data will also be contributed to the Tennessee Historical Commission's statewide survey dataset, providing an additional point of preservation and public access at the state level.

Maintenance of survey records is embedded in MHC's day-to-day operations, and each subsequent phase of the multi-year Davidson County survey initiative will build upon and reinforce the data collected during this initial survey phase. Local preservation friends groups have already pledged supplemental financial support, demonstrating community investment and value for this work that extends well beyond the MHC.

Federal Congressional District

Congressperson #1 Name: Matt Von Epps

District Number: 7

Congressperson #2 Name:

District Number:

Senator State District

Senator #1 Name: Jeff Yarbro

District Number: 21

Senator #2 Name: Charlane Oliver

District Number: 19

Representative State District

Representative #1 Name: Harold Love, Jr.

District Number: 58

Representative #2 Name:

District Number:

Budget and Attachments

Budget/Funding Information

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

Please verify that all budget line item details have been completed.

If you have grant funds on the following line items:

- Professional Fee, Grant and Award,
- Other Non-Personnel, or
- Capital Purchase

Please complete the Grant Budget Line-item Detail with only the proposed grant amounts (without match) for each budget line item and a short description of what the project will cover.

Indicate the total amount of funds you are requesting. The amount of funds requested must not exceed 60% of the total project cost. Specifics concerning cost and funding should be provided in the worksheet below.

Matching funds do not have to be in hand at the time of application but credible assurances that they will be available by the time the grant is awarded are required. In-kind goods or services must be items necessary to carry out the project and be reasonably valued. Federal funds available under the Community Development Act of 1974 constitute an acceptable match but no other federal funds or donated services or property from any federal sources are allowable. THC staff can provide answers and advice concerning questions about matching share.

Budget Worksheet

Policy 03 Object Line-item reference	Expense Object Line-item Category (1)	Grant Contract	Grantee Match	Total Project
Enter Match % Requirement:	40%			
1.2	Salaries, Benefits & Taxes	$0.00	$0.00	$0.00
4, 15	Professional Fee, Grant and Award (2)	$40,000.00	$26,666.67	$66,666.67
5, 6, 7, 8, 9, 10	Supplies,Telephone, Postage and Shipping, Occupancy, Equipment, Rental and Maintenance, Printing and Publications	$0.00	$0.00	$0.00
11, 12	Travel, Conferences and Meetings	$0.00	$0.00	$0.00
13	Interest (2)	$0.00	$0.00	$0.00
14	Insurance	$0.00	$0.00	$0.00
16	Specific Assistance To Individuals	$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)	$0.00	$0.00	$0.00
22	Indirect Cost	$11,593.33	$0.00	$11,593.33
24	In-Kind Expense	$0.00	$0.00	$0.00
25	**Grant Total**	**$51,593.33**	**$26,666.67**	**$78,260.00**

Budget Line Item Details

Budget Line Item Detail

Professional Fee, Grant and Award	Amount
consultant fees - survey	$40,000.00
indirect costs @ 17.39%	$11,593.33
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00

	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
$51,593.33	

Interest	Amount
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
$0.00	

Depreciation	Amount
	$0.00
	$0.00
	$0.00

	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
$0.00	

Other Non-Personnel	Amount
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
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Capital Purchase	Amount
	$0.00

	$0.00
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	$0.00
	$0.00
	$0.00
	$0.00
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$0.00	

Salaries, Benefits and Taxes	Amount
	$0.00
	$0.00
	$0.00
	$0.00
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	$0.00
	$0.00
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$0.00	

Travel, Conferences	Amount
	$0.00
	$0.00

	$0.00
	$0.00
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	$0.00
	$0.00
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Indirect Costs	Amount
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
$0.00	

In Kind Expenses	Amount
	$0.00
	$0.00

	$0.00
	$0.00
	$0.00
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	$0.00
	$0.00
	$0.00
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$0.00	

Supplies	Amount
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
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	$0.00
	$0.00
$0.00	

Additional comments regarding the budget:
MHC's departmental indirect cost rate is 17.39%.

Attachments:

For all projects, attach any supplemental reports or other information that you feel will aid in understanding the project. This includes letters of support and evidence of public interest.

For A&D projects, include written consent from the owner as well as color photographs that show all elevations of the property and depict areas and items of work to be done.

2025_-_Certificate_of_Attendance_(Dustin_Summers).pdf
108.2 KB - 02/25/2026 2:13 PM

NHF_Support_THC_Arch_Grant_Feb2026.pdf
840.4 KB - 02/25/2026 2:13 PM

SAM_Registration.pdf
61.8 KB - 02/25/2026 2:13 PM

subarea_map.pdf
88 KB - 02/25/2026 2:13 PM

Total Files: 4

Authorization/Summary

Certification

Historic Preservation Certification Statement

Please read the statement below before certifying.

I hereby certify that all of the information in this document is correct and that the matching sources of funds listed are confirmed and are or will be immediately available if a grant is awarded. I further certify that all hiring or employment made possible by or resulting from grant awards, I (1) will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, or national origin, and (2) will take affirmative action to ensure that applicants are employed, and employees are treated without regard to their race, color, religion, sex, age, or national origin. I understand that this requirement applies to, but is not limited to, the following: employment, promotion, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. I will comply with all applicable statutes and Executive Orders on equal employment opportunity, and understand that grant awards will be governed by the provisions of all such statutes and Executive Orders, including enforcement provisions, as implemented by, but not limited to, the Department of the Interior Policies, published in 43 CFR 17.

I certify under penalty of law that this document and all attachments were prepared by me, or under my direction or supervision. The submitted information is to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.As specified in Tennessee Code Annotated Section 39-16-702(a)(4), this declaration is made under penalty of perjury

Checklist for Completed Grants:
Authorized Representative Acknowledgement (Certification Tab), Recent letters of support from interested parties (Budget and Attachments Tab), Edison Supplier ID applied for (General Information)

Name of Individual Completing Certification
Caroline Eller

Date Completed
2/25/26

Authorized Signatory

The current approved signatory for Metropolitan Government of Nashville and Davidson County and all things related to this grant is Freddie O'Connell.

If the individual listed above is no longer with the organization, please reach out to TDEC.Grants@tn.gov with the new information.

TN Department of Environment & Conservation

Application Summary

Please select the correct response below

- (●) I agree that the above regarding the approved signatory is correct.
- ( ) The above information is not correct. I will send the correct information to TDEC.Grants@tn.gov to get the organization primary contact updated.
- ( ) The above information is correct, but additional signers are needed. I will upload the additional signer information below.

Name of the individual that answered the question above
Caroline Eller

Date the above question was answered
02/25/2026

If approved, will a board or group of individuals need to meet to review the grant prior to signing?

- (●) Yes
- ( ) No

How often do they meet?
bi-weekly

If the Awarded Organization will be allowing individuals other than the principal executive officer or ranking elected official (i.e. mayor or utility director) to sign off on contract related items, the below information must be provided for each individual. An Authorization Letter from the principal executive officer or ranking elected official specifying individual(s) listed in the grant proposal have the authority to sign in place of the principal executive officer or ranking elected official must be uploaded below.

Printed Name	Title	Phone	Date Signed	Email	Name of Person Granting Authorization to Certify
Scarlett Miles	Interim Executive Director	615-862-7970 x79778	12/16/2025	scarlett.miles@nashville.gov	Mayor Freddie O'Connell

If you have signatory authority from the principal executive officer or ranking elected official, please fill out the information fields above and upload proof of signatory authority on grant applicant letterhead or another form of official executed documentation.

2025_12_16_MHC_INTERIM-GRANT_RELATED_scm.pdf
48.9 KB - 02/25/2026 2:16 PM

signatory_authority_letter_scm.pdf
191.5 KB - 02/25/2026 2:16 PM

Total Files: 2

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

Current Docs

Upload any documentation that does not have a specific location within the application.

EX: Additional Documentation, Email Correspondence, Memos, etc. that do not have a specific upload location

General Correspondence

NSA_estimate_2-24-26.pdf
234 KB - 02/25/2026 2:20 PM

RGA_estimate_2-25-26.pdf
205.5 KB - 02/25/2026 2:20 PM

Total Files: 2

Application Summary

Upload Files

Signature

02/25/2026

Date

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

FREDDIE O'CONNELL
MAYOR

To Whom it May Concern,

I, Freddie O'Connell, as the Mayor of the Metropolitan Government of Nashville and Davidson County hereby grant the persons identified below signature authority for any grant awarded by the State of Tennessee for the benefit of the Metropolitan Historical Commission, contingent upon approval of the Metropolitan Council. The following individuals are entitled to sign all grant related documents on behalf of the Metropolitan Government:

Scarlett Miles, Interim Executive Director, Metropolitan Historical Commission

Signature: _____

The above signature authority granted to the above individuals may be revoked by me or my organization at any time by written notice to the State of Tennessee.

_____ 12/16/2025

Freddie O'Connell
Mayor Metropolitan Government of
Nashville and Davidson County

Date

OFFICE OF THE MAYOR
METROPOLITAN COURTHOUSE • NASHVILLE, TENNESSEE 37201
PHONE: (615) 862-6000 • EMAIL: mayor@nashville.gov

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

METROPOLITAN HISTORICAL COMMISSION

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

February 25, 2026

Tennessee Department of Environment and Conservation
312 Rosa L. Parks Ave.
Nashville, TN 37243

RE: Signatory Authority for 2026 TDEC Grant Application

To Whom It May Concern,

The Metro Historical Commission (MHC) is submitting an application for the current round of federal Historic Preservation Fund grants offered through the Tennessee Historical Commission. We are requesting funding for Phase 1 of the Davidson County Architectural Survey.

This letter serves as my authorization for MHC staff member and Historic Preservationist Caroline Eller to submit the application on behalf of the MHC.

If further information is needed, please do not hesitate to contact me at (615) 862-7970 or Scarlett.Miles@nashville.gov.

Sincerely,

Scarlett C. Miles
Interim Executive Director

Metropolitan Historical Commission
Sunnyside in Sevier Park
1113 Kirkwood Avenue • Nashville, Tennessee 37204
Telephone: (615) 862-7970
historicalcommission@nashville.gov

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

Certificate of Attendance

This Certificate of Attendance is awarded to

Dustin Summers

for completion of the

Title VI Compliance Training

on

this Twenty-First day of May, 2025

Davie Tucker, Jr.
Executive Director
Metro Human Relations Commission

Daniel Yoon
Director of Compliance
Metro Human Relations Commission

METRO HUMAN RELATIONS COMMISSION

One City for All People

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

Nashville Historical Foundation

Officers and Leadership

Jill Meese, President
Kem Hinton, Vice President
Nicola Bullard, Treasurer
Paula Godsey, Secretary

Kaki Campbell
Michelle Ganon
DeLisa Harris
Melanie Moran
David Paine
Ann Roberts
Sandra Shelton
Steve Sirls
Brian Tibbs
Tom Vickstrom

Tim Walker
Ex-Officio

Mary Ellen Pethel
Project Director
Nashville Sites

24 February 2026

Miranda C. Montgomery
Interim Executive Director and State Historic Preservation Officer (SHPO)
Tennessee Historical Commission
2941 Lebanon Pike
Nashville, TN 37214

RE: MHC Grant Application – Phase 1 Davidson County Architectural Survey

Dear Ms. Montgomery,

On behalf of the Nashville Historical Foundation (NHF), I would like to express our strong support of the Metropolitan Historical Commission's (MHC) application to the current round of Historic Preservation Fund (HPF) grants offered through the Tennessee Historical Commission. The proposed project would support completion of Phase 1 of an architectural survey in Nashville and Davidson County.

As a partner organization to the MHC, NHF recognizes the importance of maintaining updated architectural survey records as the basis for effective preservation planning and informed decision making. MHC's architectural survey records are varied in age and geographic coverage, but provide key information used by MHC for reviews related to the local permitting process, Section 106 regulatory duties, and development proposal reviews; National Register of Historic Places (NRHP) eligibility determinations and listing of buildings and districts; and preservation planning initiatives including the development of historical markers and Nashville Sites tours. Information gathered from architectural survey also helps to fill in knowledge gaps about Davidson County's past and its historical development, aids preservation organizations in determining property eligibility for preservation-based financial incentives, and identifies properties worthy of local protective historical designations.

In partnership with MHC, NHF exists to support historic preservation projects and community education.

Sunnyside • 1113 Kirkwood Avenue • Nashville, TN 37204 • (615) 862-7970

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

Nashville and Davidson County contain a vast and varied collection of historical and cultural resources which the MHC and its preservation partners are diligently working to identify, document, and protect. Completion of an updated countywide architectural survey is a much-needed step towards meeting larger preservation goals for our growing city, and an award based upon this request would fund the first phase of survey work in Davidson County.

Please let me know if you have any questions, and I hope your staff will give this application full consideration for funding under the 2026 HPF grant program.

Thank you,

Jill Farringer Meese

Jill Farringer Meese
President
Nashville Historical Foundation

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

FREDDIE O'CONNELL
MAYOR

February 25, 2026

Miranda C. Montgomery
Interim Executive Director and State Historic Preservation Officer (SHPO)
Tennessee Historical Commission
2941 Lebanon Pike
Nashville, TN 37214

RE: MHC Grant Application – Phase 1 Davidson County Architectural Survey

Dear Ms. Montgomery,

I submit this letter to express my strong support of the Metropolitan Historical Commission's (MHC) application to the Historic Preservation Fund (HPF) grants offered through the Tennessee Historical Commission. The proposed project would support completion of Phase 1 of an architectural survey in Nashville and Davidson County.

Maintaining updated architectural survey records is the basis for effective preservation planning and informed decision-making. MHC's architectural survey records are varied in age and geographic coverage, but provide key information used by MHC for reviews related to the local permitting process, Section 106 regulatory duties, and development proposal reviews; National Register of Historic Places (NRHP) eligibility determinations and listing of buildings and districts; and preservation planning initiatives including the development of historical markers and Nashville Sites tours. Information gathered from architectural survey also helps fill in knowledge gaps about Davidson County's past and its historical development, aids preservation organizations in determining property eligibility for preservation-based financial incentives and identifies properties worthy of local protective historical designations.

Nashville and Davidson County contain a vast and varied collection of historical and cultural resources which the MHC and its preservation partners are diligently working to identify, document, and protect. Completion of an updated countywide architectural survey is a much-needed step towards meeting larger preservation goals for our growing city, and an award based upon this request would fund the first phase of survey work in Davidson County.

Thank you for considering an investment in Nashville.

All my best,

Freddie O'Connell
Mayor, Metropolitan Government of Nashville and Davidson County

OFFICE OF THE MAYOR
METROPOLITAN COURTHOUSE • NASHVILLE, TENNESSEE 37201
PHONE: (615) 862-6000 • EMAIL: mayor@nashville.gov

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

HISTORIC NASHVILLE
INC.
EST. 1968

2/26/26

Miranda C. Montgomery
Interim Executive Director and State Historic Preservation Officer (SHPO)
Tennessee Historical Commission
2941 Lebanon Pike
Nashville, TN 37214

RE: MHC Grant Application – Phase 1 Davidson County Architectural Survey

Dear Ms. Montgomery,

On behalf of Historic Nashville, Inc., I would like to express our strong support of the Metropolitan Historical Commission's (MHC) application to the current round of Historic Preservation Fund (HPF) grants offered through the Tennessee Historical Commission. The proposed project would support completion of Phase 1 of an architectural survey in Nashville and Davidson County.

As a partner organization to the MHC, Historic Nashville, Inc. recognizes the importance of maintaining updated architectural survey records as the basis for effective preservation planning and informed decision making. MHC's architectural survey records are varied in age and geographic coverage, but provide key information used by MHC for reviews related to the local permitting process, Section 106 regulatory duties, and development proposal reviews; National Register of Historic Places (NRHP) eligibility determinations and listing of buildings and districts; and preservation planning initiatives including the development of historical markers and Nashville Sites tours. Information gathered from architectural survey also helps to fill in knowledge gaps about Davidson County's past and its historical development, aids preservation organizations in determining property eligibility for preservation-based financial incentives, and identifies properties worthy of local protective historical designations.

As a local historic preservation nonprofit, historic survey benefits our group by identifying significant places in our community. We use this data to advocate for endangered places in Nashville, as well as identify potential candidates for Historic Nashville's easements program. As the state's oldest historic easements program, we work to make preservation viable for income-producing projects across Nashville through the tax incentives available to easement donors.

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Nashville and Davidson County contain a vast and varied collection of historical and cultural resources which the MHC and its preservation partners are diligently working to identify, document, and protect. Completion of an updated countywide architectural survey is a much-needed step towards meeting larger preservation goals for our growing city, and an award based upon this request would fund the first phase of survey work in Davidson County.

Please let me know if you have any questions, and I hope your staff will give this application full consideration for funding under the 2026 HPF grant program.

Thank you,

Ellen Dement Hurd

Ellen Dement Hurd
President, Historic Nashville, Inc

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From: Eller, Caroline (Historical Commission)
To: "Lauren Walls"
Cc: Lydia Simpson; J.W. Joseph; New South Proposals; Jackie Tyson
Subject: RE: NSA estimate for grant app
Date: Tuesday, February 24, 2026 9:13:00 PM

Thanks for that clarification, Lauren! Yes, that provides what I need for the budget piece of our application. Thank you all so much for quickly providing this estimate of cost for the survey.

Caroline Eller
Metropolitan Historical Commission
Sunnyside in Sevier Park
1113 Kirkwood Avenue
Nashville, TN 37204
(615) 862-7970 Ext. 79780
www.nashville.gov/mhc

From: Lauren Walls <lwalls@newsouthassoc.com>
Sent: Tuesday, February 24, 2026 3:16 PM
To: Eller, Caroline (Historical Commission) <Caroline.Eller@nashville.gov>
Cc: Lydia Simpson <lsimpson@newsouthassoc.com>; J.W. Joseph <jwjoseph@newsouthassoc.com>; New South Proposals <proposals@newsouthassoc.com>; Jackie Tyson <jtyson@newsouthassoc.com>
Subject: Re: NSA estimate for grant app

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That is the cost for either method of data collection. At such a high-level of estimation, I think that's the best we can do. I can't even imagine all the tiny little details that would make a significant difference in the cost per property.

Is that OK, Caroline?

Lauren A Walls (she/her) **| TN Branch Manager, Principal Investigator**
New South Associates, Inc.
A Women-Owned Small Business
1629 Fatherland Street, Nashville, TN 37206
Office: (770) 498-4155 (ext. 201) **| Cell:** (803) 348-3649
Website | Facebook | LinkedIn

From: Eller, Caroline (Historical Commission) <Caroline.Eller@nashville.gov>

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

Date: Tuesday, February 24, 2026 at 2:39 PM
To: Lauren Walls <lwalls@newsouthassoc.com>
Cc: Lydia Simpson <lsimpson@newsouthassoc.com>, J.W. Joseph <jwjoseph@newsouthassoc.com>, New South Proposals <proposals@newsouthassoc.com>, Jackie Tyson <jtyson@newsouthassoc.com>
Subject: RE: NSA estimate for grant app

Lauren,

Thank you for sending this estimate. Just so I'm clear – that is $400 per property, and is that for the spreadsheet method or is it for completion of S123 forms?

Caroline Eller
Metropolitan Historical Commission
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1113 Kirkwood Avenue
Nashville, TN 37204
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From: Lauren Walls <lwalls@newsouthassoc.com>
Sent: Tuesday, February 24, 2026 2:24 PM
To: Eller, Caroline (Historical Commission) <Caroline.Eller@nashville.gov>
Cc: Lydia Simpson <lsimpson@newsouthassoc.com>; J.W. Joseph <jwjoseph@newsouthassoc.com>; New South Proposals <proposals@newsouthassoc.com>; Jackie Tyson <jtyson@newsouthassoc.com>
Subject: Re: NSA estimate for grant app

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Hey Caroline,

We recommend budgeting about **$400 per resource** as the magic number for this project.

-Lauren

Lauren A Walls (she/her) **| TN Branch Manager, Principal Investigator**
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From: Lauren Walls <lwalls@newsouthassoc.com>
Date: Tuesday, February 24, 2026 at 1:22 PM
To: Eller, Caroline (Historical Commission) <Caroline.Eller@nashville.gov>
Cc: Lydia Simpson <lsimpson@newsouthassoc.com>, J.W. Joseph <jwjoseph@newsouthassoc.com>
Subject: Re: NSA estimate for grant app
OK, great. Thanks for the clarification.

So, we're working on the numbers for per resource cost now. Should have it to you shortly.

-Lauren

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Website | Facebook | LinkedIn

From: Eller, Caroline (Historical Commission) <Caroline.Eller@nashville.gov>
Date: Tuesday, February 24, 2026 at 1:18 PM
To: Lauren Walls <lwalls@newsouthassoc.com>
Subject: RE: NSA estimate for grant app
Lauren,

Thanks for getting back with me! Sorry for the quick turnaround as I see that you are equally swamped.

We do not need to include the survey report cost in the rate because MHC would likely just do a set aside NTE amount for the report (like with did with the AA cemetery memo).

Since I emailed you, we decided to narrow down our geographic scope to updating survey records for community subareas 8, 9, and 12 (North Nashville, South Nashville, and

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Southeast, respectively). These will provide us with a nice swath of urban, suburban, and rural properties. I would assume that NSA probably factors in geographical location to the rate based upon density, ability to walk or drive to sites, etc., but all I really need is an average rate to survey each property.

Please let me know if I can clarify this further. Thanks again!

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Metropolitan Historical Commission
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From: Lauren Walls <lwalls@newsouthassoc.com>
Sent: Tuesday, February 24, 2026 1:00 PM
To: Eller, Caroline (Historical Commission) <Caroline.Eller@nashville.gov>
Subject: Re: NSA estimate for grant app

Attention: This email originated from a source external to Metro Government. Please exercise caution when opening any attachments or links from external sources.

Caroline,

Do you want the cost for the Summary report to be included in the 'Per Property 'cost?

Lauren A Walls (she/her) **| TN Branch Manager, Principal Investigator**
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A Women-Owned Small Business
1629 Fatherland Street, Nashville, TN 37206
Office: (770) 498-4155 (ext. 201) **| Cell:** (803) 348-3649
Website | Facebook | LinkedIn

From: Eller, Caroline (Historical Commission) <Caroline.Eller@nashville.gov>
Date: Friday, February 20, 2026 at 5:48 PM
To: Lauren Walls <lwalls@newsouthassoc.com>
Subject: NSA estimate for grant app
Lauren,

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MHC is planning to apply for the current round of THC preservation grants. It's a little last minute, but we're working to pull everything together for submission next Friday (2/27). I wanted to reach out and obtain a high-level estimate of costs from you for the survey work.

As you probably know, survey records in Nashville and Davidson County have been updated very sporadically over the years. While we would like to conduct a comprehensive countywide survey update, that won't be feasible with the limited grant funds. We also don't want to spend funds surveying areas that our staff may have surveyed in recent years.

For this reason, I'm looking to obtain a cost to survey per property. Our application would propose the completion of survey spreadsheets (which will contain the info found on the Survey123 forms/see attached example) with survey photos (minimum 2 views each building). While S123 forms would be ideal, we recognize these can eat up funds more quickly than survey spreadsheets and MHC wouldn't have access to the forms or raw data (i.e., for mapping) once submitted.

We are considering the inclusion of a brief survey report as part of the SOW. The report cost would be limited to a dollar amount based upon the total grant award but would likely be something like a 20-page (maximum length) survey report. THC has asked that our proposal include NRHP determinations, which I think could be as simple as a notation in the spreadsheet. While we wouldn't need detailed assessments (i.e., no intensive historical research is anticipated for the DOEs), some detail or assessments for key individual properties or eligible districts could be incorporated into the survey report.

Would you please send me NSA's cost to survey per property for each of the following scenarios?

1. Survey to include at least 2 photos per building, notes for the spreadsheet (including NR eligibility note)
2. Survey to include completion of S123 forms and following the state survey manual

If possible, I would appreciate getting those costs back from you by **COB on Tuesday, February 24th** so we can use those to complete the budget section of our application. Please feel free to call me if you have any questions.

Thank you,

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Eller, Caroline (Historical Commission)

From: Robbie Jones <RJones@rgaincorporated.com>
Sent: Tuesday, February 24, 2026 6:03 PM
To: Eller, Caroline (Historical Commission)
Cc: Sydney Schoof; Robbie Jones
Subject: Re: RGA estimate for grant app

Attention: This email originated from a source external to Metro Government. Please exercise caution when opening any attachments or links from external sources.

Caroline,

I created a cost spreadsheet with 6 tabs for 100 resources: 3 tabs for spreadsheets for urban, suburban, and rural, and 3 tabs for S123 forms for urban, suburban, and rural. I then plugged in the hours per staff person at our lowest OH rate to complete the work (planning, fieldwork, photos, survey report, and spreadsheet or survey forms).

I did not include any direct expenses since we would use our company vehicle, and we would not need to buy anything (e.g., mileage, per diem, hotel, historic aerials, printing, mailing, photo prints, etc.).

Using this methodology, the median cost per resource for spreadsheets would be vary from $100-$140 or an **average of $120** and the median cost for S123 survey forms would vary from $125-160 or an **average of $140**. This is based on 100 resources. There are some efficiencies with a larger number of resources, but the larger the number of resources, the more time it takes to do the fieldwork, process the photos, look up property records, etc. The only real cost savings is writing a summary report since it would be 20 pages roughly regardless of the number of surveyed resources. On the other hand, a lower number of resources would not be a big cost savings since we still have to do the same baseline work, just a little less fieldwork and time needed to process photos, etc.

I am going to round up some to a minimum cost of **$125 or $150** to be safe.

This is as low as we can go. I typically estimate a minimum of $250 per resource when we do Section 106 projects, but those require a heavier lift for NRHP evaluations and property histories. Most of the time I estimate at least $500 per resource for a full Section 106 evaluation and up to $750-1,000 or more for a large resource like a farm or school/church campus with multiple buildings and structures.

Hopefully this is what you're looking for. Let me know if you have any questions.

Thanks,

Robbie

Robbie D. Jones
Principal Senior Architectural Historian
Tennessee Branch Manager

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

Richard Grubb & Associates
p: 615-237-1001 c: 615-400-3966

From: Eller, Caroline (Historical Commission) <Caroline.Eller@nashville.gov>
Sent: Friday, February 20, 2026 9:52 PM
To: Robbie Jones <RJones@rgaincorporated.com>
Subject: Re: RGA estimate for grant app

Sounds good—our commission meeting is Monday at noon, but otherwise I'll be available for a call. Thank you, Robbie!

Caroline Eller
Metropolitan Historical Commission
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From: Robbie Jones <RJones@rgaincorporated.com>
Sent: Friday, February 20, 2026 6:08:59 PM
To: Eller, Caroline (Historical Commission) <Caroline.Eller@nashville.gov>
Subject: Re: RGA estimate for grant app

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Hi Caroline,

OK, I'll get you something by Tuesday COB. I'll probably give you a call to discuss further.

Happy Friday!

Robbie

Robbie D. Jones
Principal Senior Architectural Historian
Tennessee Branch Manager

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

Richard Grubb & Associates
p: 615-237-1001 c: 615-400-3966

From: Eller, Caroline (Historical Commission) <Caroline.Eller@nashville.gov>
Sent: Friday, February 20, 2026 5:48 PM
To: Robbie Jones <RJones@rgaincorporated.com>
Subject: RGA estimate for grant app

Robbie,

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Thank you,

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Entity

Unique Entity ID: LGZLHP6ZHM55

CAGE/NCAGE: 3QKW8

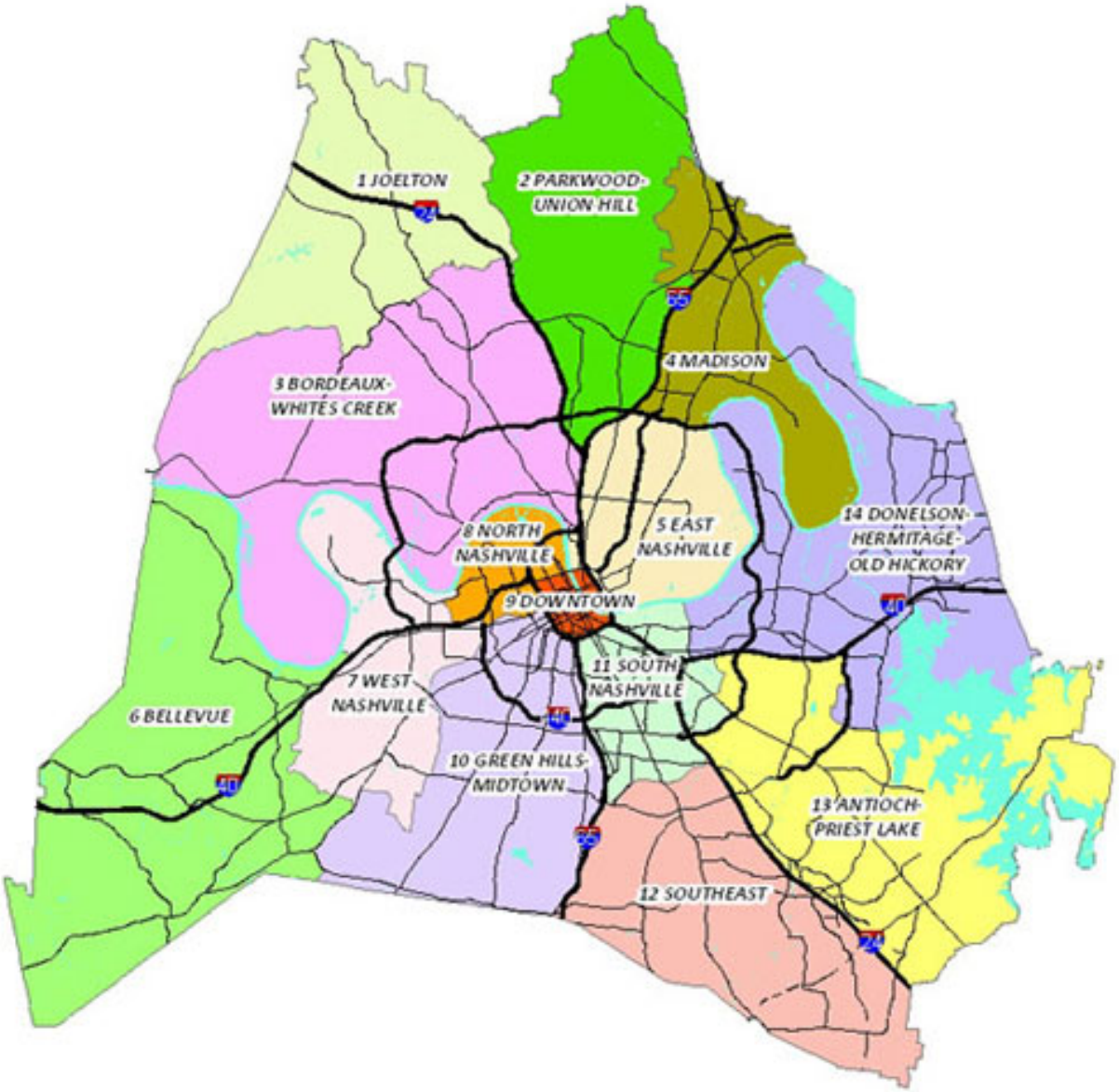
Physical Address:
1 PUBLIC SQ
NASHVILLE , TN
37201 USA

Expiration Date:
Nov 03, 2026

Purpose of Registration:
All Awards

Docusign Envelope ID: 2B7EE6A3-CD1C-461D-8F19-09B7C7903A86

Nashville's Community Subarea Map



The focus of this grant application is to conduct historic architectural survey in subareas 8 (North Nashville), 11 (South Nashville), and 12 (Southeast.

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APPLICATION FOR Davidson County Architectural Survey – Phase 1

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Scarlett Miles

Interim Executive Director
Metropolitan Historical Commission

02/25/2026
Date