



Metropolitan Government
of Nashville and Davidson County

Title VI

Compliance Implementation Report

2021

Department of Human Resources

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INTRODUCTION

Title VI is a federal law which requires the non-discriminatory delivery of services which are supported by federal financial assistance. It prohibits discrimination on the basis of race, color, or national origin. Other civil rights laws prohibit discrimination based on gender, age, and disability.

THE OFFICE OF THE MAYOR

John Cooper is the ninth mayor of the Metropolitan Government of Nashville and Davidson County. Born in Nashville and raised in Shelbyville, Mayor Cooper served as an At-Large member of Metro Council from 2015 to 2019 and brings to public service more than 30 years of business and financial experience in the banking, real estate, and retail business.

The mission of the Mayor's Office is to serve the citizens of Davidson County by directing the executive and administrative functions of the Metropolitan Government through collaboration while ensuring the local government operates in an efficient, transparent, and fiscally responsible manner.

OFFICES AND RESPONSIBILITIES

Executive Office

The Executive Office is led by the Deputy Mayor/Chief of Staff, who coordinates the Mayor's staff and policy, and the Mayor's Chief Operating Officer, who coordinates Metro departments and agencies. The Executive Office is comprised of functions that serve and support the entire Mayor's staff: education, event support, legislative relationships, health and wellness and youth, as well as security and administrative support staff. Metro's Chief Diversity Officer and Workforce Diversity Manager, positioned under the Finance and HR Departments respectively, are also now classified service positions within Metro government.

Office of Communications

The Office of Communications is focused on informing the public of developments, objectives, and announcements by the administration and the efforts to implement the Mayor's vision. This is done primarily through engagement with the media, responding to inquiries and proactively providing information, as well as engaging in direct communication with the public through press releases, emails, social media, videos, letters, and flyers. The Office further assists the Mayor in preparing public remarks for events throughout the community while coordinating production of photos and videos from these events.

Office of Economic and Community Development (ECD)

The Mayor's Office of Economic and Community Development (ECD) assists the Mayor in recruiting new businesses to the city, helping existing businesses expand, and working to ensure all Nashvillians have the opportunity to participate in the city's success. ECD works with government and community partners to promote workforce development and works with

businesses of all sizes and types – from new entrepreneurial ventures to relocations of global businesses.

Office of Housing Programs

The Mayor's Office of Housing Programs assists the Mayor in the building, funding, and preservation of affordable housing options, while supporting efforts to prevent displacement and create mixed-income communities in Metro Nashville. The Office seeks to increase housing affordability countywide using data-driven policy and innovative development tools, including the Barnes Fund for Affordable Housing, Housing Incentives Pilot Program, general obligation bonds, tax abatement, nonprofit capacity building, the creation of a community land trust, and the donation and development of Metro-owned properties. The Office of Housing Programs also facilitates partnerships and implements policies that provide housing options for persons experiencing homelessness to those looking to stabilize their families with affordable homeownership opportunities.

Office of Neighborhoods and Community Engagement (ONCE)

The Mayor's Office of Neighborhoods & Community Engagement (ONCE) works to improve the quality of life in Nashville's neighborhoods through a more informed, active, and involved citizenry and enhanced governmental response to community needs. The main functions of ONCE are to provide constituent response for the Mayor's Office, administer neighborhood and community group support, increase community inclusion, provide public safety/criminal justice policy advice, and to support special initiatives led by the Mayor. Within the Mayor's Office of Neighborhoods and Community Engagement, the Mayor's Office of New Americans (MONA) works to engage the immigrant and refugee communities and empower them to participate in our government and our community.

Office of Transportation

The Mayor's Office of Transportation is responsible for assisting the Mayor in providing the infrastructure necessary to improve Nashville's transportation network quality, which is foundational to the city's economic development, while also addressing the impact of rapid growth. The office provides leadership, accountability, and stakeholder engagement surrounding Nashville's push to create an efficient and equitable transportation network. The office also works closely with citizens, the business community, and Metro departments – including Public Works, Planning, Parks, Water Services, General Services, Codes, and WeGo – as well as the State and Federal partners to update and implement Nashville's transportation policies and plans. Of particular note, the Office is leading the development and implementation of Equity by Design, a framework tool intended to identify the opportunities for building equity and community connection across all of Metro Nashville in the delivery of infrastructure projects. Additionally, the office is providing direct leadership in the formation of the new Department of Transportation, Metro Transportation Plan delivery and development of funding strategies for implementation of multimodal investments.

Office of Sustainability and Resilience

The Mayor's Office of Sustainability and Resilience works to preserve our region's natural resources, implement more sustainable, efficient, and environmentally friendly development and policies, and incorporate sustainability throughout all operations of Metro Government

and the city at-large. The office further leads citywide efforts to help Nashville prepare for, withstand, and bounce back from ‘shocks’ – catastrophic events like floods, tornadoes, and fires – and ‘stresses’, including slow-moving issues like affordable housing, poverty, and inequality. The Mayor has prioritized economic inclusion and equity as a lens for building urban resilience. The office works across city departments and the community to develop and implement policies and programs that ensure Nashville is ready to respond to disasters, whether economic or environmental.

THE METROPOLITAN COUNCIL

The Metropolitan Council is the legislative body of Nashville and Davidson County. Members are elected to serve a term of four years. There is one Vice-Mayor, five council members-at-large, and thirty-five district council representatives. Specific information on the Metropolitan Council can be found in Article 3 of the Metropolitan Charter.

The Metropolitan Council meets regularly on the first and third Tuesdays of each month at 6:30 p.m. Meetings are open to the public and are held in the Historic Courthouse at One Public Square, Suite 204.

Meetings on the first Tuesday of every month except June (which is reserved for budget public hearings) are reserved for public hearings on bills on zoning matters. The Vice-Mayor presides over these meetings. Agendas of the Council meetings and minutes of prior meetings are prepared by the Metropolitan Clerk's Office. Appendix C provides a listing of Metropolitan Council members for the 2019-2023 term.

THE DEPARTMENTS OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND FUNCTIONS

Metro delivers services and performs operations through the activities and functions of its departments, boards, commissions, and other elected offices. The following provides detail with regard to Metro’s Executive Departments, semi-autonomous agencies, boards and commissions, and other elected officials which comprise the Metropolitan Government of Nashville and Davidson County. See Appendix D for an organizational chart of the structure of the Operating Departments.

Codes Administration

The Codes Department provides direction and coordination of departmental policy and support for the operating programs. This includes the licensing of Electrical, Plumbing, and Mechanical/Gas contractors, and serving as secretary to six administrative boards.

The mission of the Department of Codes & Building Safety is to provide permit, inspection, enforcement and information products to the Nashville Community so they can experience safe buildings and improved quality of life.

Criminal Justice Planning Unit

The goal of the Criminal Justice Planning Unit is to assist policy makers in better planning for the expected population of correctional facilities, intermediate sanctions, and other criminal justice services and programs. The CJPU's main focus is to forecast inmate populations under correctional supervision by the use of computer modeling. The CJPU currently presents a semiannual report which predicts and assesses the ten-year correctional inmate population for Davidson County. Starting with the 2004 semiannual report, the CJPU will provide five-year correctional population projections. Additionally, the unit is available to provide accurate data and credible analysis to policy makers when making decisions for the Davidson County Justice System.

Emergency Communications

The Operations Division of the Department of Emergency Communications Center consists of the dispatchers who are the voice on the other end of the phone calls made to 9-1-1, 862-8600, and a number of other public safety emergency numbers within Metro. They are also the voice on the other end of the radio for Metro's Police and Fire field personnel. MNP and NFD field personnel receive calls for service from ECC telecommunicators, who provide the informational support work needed to complete those calls.

The mission of the Department of Emergency Communications Center is to enhance the quality of life for all citizens in our community by processing all 9-1-1 calls and by the dispatching of appropriate emergency responders in an expeditious, courteous, and professional manner; thereby saving lives, protecting property, curbing crime, and preventing major fire losses.

Finance

The Finance Department is charged with administering the financial affairs of the Metropolitan Government in accordance with applicable provisions of the Charter, applicable ordinances, and principles and practices of sound municipal fiscal administration.

The mission of the Department of Finance is to provide financial management, information, and business products to policy makers, departments, agencies, investors, and the Nashville community so they can have confidence in Metro Government, make informed decisions, and achieve their results.

Fire

The Fire Department is charged with providing class 6 to 9 level of fire protection services and a strong first responder emergency medical service to all residents of the General Services District outside the Urban Services District; to provide class 3 level of fire coverage and first responder emergency medical service to residents of the USD through the following programs: suppression, rescue, communications, training, safety, maintenance and repair, and prevention and required administrative activities; and to provide the highest possible level and quality of emergency medical care and rescue services to the residents of Metropolitan Nashville/Davidson County.

General Services

The General Services Department serves all of the other departments in Metro Nashville Davidson County Government through a system of support services including building maintenance and operation, radio communications, motor pool services, security services, postal services, photographic services and printing services.

The mission of the General Services Department is to provide radio communications, facilities maintenance and operations, photographic, postal, printing, and security products to Metropolitan Government Departments so they can provide the highest level of service to their customers and citizens.

Human Resources

The Department of Human Resources provides information and support in the areas of hiring, training, compensation, benefits, and compliance with all local, state and Federal laws, rules and regulations for active and retired Metropolitan Government employees. Our goal is to provide opportunities that promote the professional development of employees in a diverse municipal workforce.

The mission of the Human Resources Department is to provide human resources business and benefits products to employees and agencies so they can provide quality government services and to retirees so they can receive the benefits to which they are entitled. Both the Metropolitan Employees Benefit Board and the Civil Service Commission are housed in the Department of Human Resources.

Information Technology Services

Information Technology Services Department's Mission Statement:

Work together to deliver exceptional technology solutions that improve the lives of the citizens of Davidson County through the Metropolitan Government entities we serve.

Law

The Legal Department provides complete legal advice and representation to all levels of the administrative, legislative and operational divisions of The Metropolitan Government of Nashville and Davidson County. The Department provides legal counsel to all Metro departments, agencies, and commissions; handles all litigation involving the Metropolitan Government; provides legal counsel to the Mayor, Council, and other Metropolitan officials; acts as a liaison with other governmental agencies on legal issues; administers insurance and safety program to identify, analyze, evaluate and make recommendations for treatment of loss risks; and provides loss prevention services.

Police

The Police Department is charged with enforcing the law and to protect the general public in accordance with the provisions of the Metropolitan Charter and ordinances.

The mission of the Police Department is to provide community-based police services through crime prevention strategies and partnerships, to ensure a safe and peaceful Nashville. In carrying out its mission, the members of the Police Department will continue to value:

- organizational excellence and professionalism
- the impartial enforcement of the law
- the people we serve and each other
- problem-solving partnerships
- open communication
- ethics and integrity

Public Works

The mission of the Department of Public Works is to deliver a wide range of services that help define the quality of life for Nashville and Davidson County's residents, businesses and visitors by ensuring a safe and convenient complete streets transportation infrastructure; protecting the environment; and creating cleaner, beautiful, and more livable neighborhoods.

Water Services

Water Services works to provide quality water services at an economical price, including construction, operation and maintenance of all water and sanitary sewerage facilities of the Metropolitan Government and for the collection of all charges for the services of such utilities.

SEMI-AUTONOMOUS AGENCIES, BOARDS, AND COMMISSIONS

Metro delivers services and performs operations through the activities and functions of its agencies, boards, commissions, and other elected offices. The following provides detail with regard to Metro's Semi-autonomous agencies, boards, and commissions. Only those entities supported by the Metro Budget are listed below.

Agricultural Extension

The Smith-Lever Act of 1914 established the Agricultural Extension Service (AES). It is the off-campus educational unit of two land grant universities (The University of Tennessee and Tennessee State University). Agricultural Extension Service provides informal educational programs in agriculture, horticulture, family and consumer sciences, and supports and organizes 4-H programs.

The mission of the Agricultural Extension Service is to help people improve their lives through education, using research-based information focused on issues and needs.

Arts Commission

Administrative staff serves as the liaison with the Commission, the Office of the Mayor, and Metro Council. The staff is responsible for budget preparation; seeking outside funding from regional, state, and national sources; overseeing public information programs; planning and

managing the department's finances; coordinating Commission and committee work; and engaging in cultural planning and research pertaining to public policy issues.

The mission of the Metropolitan Nashville Arts Commission is to provide leadership that stimulates and advances the arts to enrich the human experience for the community. In order to create a vibrant, vigorous, healthy community where all the arts flourish and grow, the Arts Commission's goals are to promote organizational stability and growth, foster excellence, generate awareness, increase accessibility, respond to diverse community needs, and facilitate cooperation and partnerships.

Auditorium Commission

The Nashville Municipal Auditorium is a public-service oriented entertainment facility that seeks to attract a broad spectrum of events for the Nashville community and the Middle Tennessee area.

Beer Permit Board

The Beer Board regulates the transportation, storage, sale, distribution, and possession of alcoholic beverages that have less than five percent alcohol by weight. The board is additionally responsible for the issuance of permits to operate dance halls. The board consists of seven members appointed by the Mayor and approved by the Metropolitan Council. Members serve a four-year term. Six board staff members are responsible for issuing permits and monitoring and inspecting permitted establishments for compliance with the beer and public dance laws. The board and staff work in conjunction with the Police, Health, Zoning, and Fire Marshall's offices.

Community Oversight Board

The mission of the Community Oversight Board (COB) is to provide an accessible, respectful, independent and effective forum for community participation in the investigation and resolution of complaints of Metropolitan Nashville Police Department ("MNPD") misconduct; to examine and issue policy recommendations regarding local law enforcement policies and practices; to encourage open and constructive communication and cooperation between local law enforcement and Metro's residents; and to protect civilians' rights and promote professionalism and best practices in the MNPD, enhancing community-police relations and creating a safer Nashville.

The COB staff, Metro Nashville Community Oversight (MNCO), is managed by the Executive Director. The Executive Director and staff handle all administrative, fiscal, legal and program areas of the Board.

Convention Center Authority

The mission of the Music City Center is to create significant economic benefits for the citizens of the greater Nashville region by attracting local and national events while focusing on

community inclusion, sustainability and exceptional customer service delivered by our talented team members.

Election Commission

The Election Commission was created to maintain voter registration files and conduct all elections for Davidson County (Federal, State, and Metro) and the six incorporated satellite cities within Davidson County. The Commission is governed by five commissioners appointed by the State Election Commission for two-year terms. The commissioners are charged with ensuring compliance with state election laws and operating within Metro's purchasing and budgetary laws.

Farmer's Market Board

Through a collaboration of government and local owner-operators, the Farmer's Market provides a diverse collection of the freshest, highest-quality foods available; service to customers that is second to none, and products that provide a good value for the dollar in an atmosphere that provides a unique shopping experience with an emphasis on Tennessee.

Historical Commission

The Historical Commission seeks to preserve, protect, and document the history, historic places, buildings, and neighborhoods of Davidson County through education, technical assistance, and advocacy. The Historic Zoning Program provides technical/design assistance to property owners within historic zoning areas and works with neighborhoods seeking stabilization and revitalization. They are also responsible for issuing preservation permits and regulatory historic zoning properties.

Human Relations

The mission of the Human Relations Commission is to protect and promote the personal dignity of all people by protecting and promoting their safety, health, security, peace, and general welfare. Human Relations Commissioners are appointed by the Mayor and confirmed by the Metro Council to represent the conscience of the Nashville and Davidson County community. Commissioners are responsible for the oversight, resolution, and addressing of community concern issues and complaints of discrimination (real and perceived).

The Executive Director manages the day-to-day operations of the Human Relations Commission. The Director is responsible for all fiscal, administrative, and program areas of the Commission.

Justice Integration Systems Policy Committee

The mission of the Justice Integration Services Department is to provide comprehensive, integrated justice information management products to Metro Justice and Public Safety agencies, Metro departments, other jurisdictions and the general public so they can benefit from shared justice information and make informed decisions and recommendations that impact the safety and well-being of their communities.

Library Board

The Library Board seeks to collect and make accessible to the public, printed, electronic, audiovisual, non-print, and broadcast information materials to facilitate the informal self-education of all persons, including the disabled; to enrich and further develop the knowledge of persons undertaking formal education; to encourage recreational reading and constructive use of leisure time; to support the cause of literacy; and to meet the day-to-day informational needs of all persons in the community.

Twenty branch libraries throughout Davidson County provide a full range of library service in local or regional settings. Functions include reference service, children's service, reader's advisory assistance and public programming. Each branch maintains a book collection offering a full range of nonfiction, popular reading, and study materials for all ages. Many provide books-on-tape as well as popular videos. Most branches also furnish copy machines, tax forms, and limited access to the Volunteer Income Tax Assistance Program (VITA) during tax season, Free Application for Federal Student Aid (FAFSA) forms, and magnet school applications. Online catalog terminals and public PCs, available at every location, provide access to the system wide collection and the Internet.

Metro Action Commission

The mission of the Metropolitan Action Commission (MAC) is to administer Head Start, Community Services Block Grant (CSBG), Low Income Home Energy Assistance Program (LIHEAP), USDA Summer Food and other social service programs for Metropolitan Government.

Parks and Recreation

Parks and Recreation works to provide and maintain sufficient acreage, facilities, and programming to effectively offer the most diversified recreational services possible, ensuring that all citizens, regardless of income level, have equal opportunity and choice of participation.

In addition, Parks maintains and increases the usability of the region's physical structures for the enjoyment of the citizens of Davidson County and their guests.

Planning Commission

The Planning Commission acts as the official planning agency for the Metropolitan Government and assumes the responsibilities granted to municipal, regional, or metropolitan planning agencies by state law including general planning, zoning, and subdivision regulations.

The mission of the Planning Department is to promote livability and quality growth in Metropolitan Nashville-Davidson County that enhances the built environment, conserves the natural environment, and preserves cultural and historical resources. With this purpose, the Planning Department will:

- Ensure meaningful citizen participation,

- Promote responsible growth and development,
- Encourage development that accommodates a variety of lifestyles, housing, transportation alternatives, and employment opportunities,
- Promote regional cooperation in planning throughout Middle Tennessee, and
- Serve as an accessible resource for information and technical assistance for residents, neighborhoods, and the business community.

Public Health Board

The Public Health Board is responsible for protecting and promoting the health of the residents of the county and the thousands of others who work, shop, and play in the city every day. The department's employees are committed to providing high quality services.

Social Services

The Metropolitan Social Services Department's primary purpose is to respond to persons in need of assistance, opportunities and information when challenged by economic, social or behavioral problems.

In delivering these services, Metropolitan Social Services will respect the dignity of people in need and support their unique ability to grow, change and succeed through personal choices.

Metropolitan Social Services staff works in conjunction with other agencies to develop professional, comprehensive and effective responses to individual and community challenges and to build understanding and support by the public.

Metropolitan Social Services will provide research and analysis of social problems within the county to other branches and departments of Metropolitan Government as needed.

OTHER ELECTED OFFICIALS

Assessor of Property

The mission of the Assessor of Property is to appraise real property at its market value, and business tangible personal property under schedules provided by law; to classify property correctly under the law; to apply property assessment in accordance with each parcel's proper classification; to maintain accurate public records; to reappraise every real parcel at least every four years and to reappraise all business tangible personal property annually; to provide property owners easy access to appeal rights; to generate annually an assessment roll for the purpose of property taxation by the Metropolitan Council.

Board of Education

The purpose of the Metro Board of Education is to do whatever it takes for all students to acquire the knowledge and skills to become productive, responsible citizens. The vision is to be the top-performing school district in the nation.

Circuit Court Clerk

The Circuit Court Clerk's mission is to serve the eight Circuit Courts, the Civil Division of the General Sessions Court, the Metropolitan Traffic Courts, and the public as a record keeping office; to file and maintain all records associated with Civil Court cases; to collect, disburse and report on funds according to state statutes and court orders.

County Clerk

The County Clerk serves to collect certain state privilege license fees as well as other state and local revenues, fees, commissions, and taxes as provided by law.

Criminal Court Clerk

The Criminal Court Clerk's mission is to serve the courts having criminal jurisdiction, to be responsible for all records generated from arrest through disposal of charges on state warrants or indictments, and as an elective office, to serve the legal, financial, and public communities by rendering service in an efficient manner.

District Attorney General

By authority granted in TCA § 8-7-10, the District Attorney General serves to investigate and prosecute all criminal offenses that occur within Davidson County where there is sufficient evidence to warrant conviction. All prosecutions are designed to punish offenders, incapacitate violent and repeat criminals, and generally to deter future criminal activity. Additionally, the office is committed to treating victims and witnesses with dignity.

General Sessions Court Judges

Metropolitan General Sessions Court is committed to excellence in administering justice and is a contributing partner working toward a safe and vital community in Nashville-Davidson County.

The Court Judges of the Metropolitan General Sessions Court of Nashville-Davidson County is a high volume, limited jurisdiction Court that was first established in 1937. It has grown to an eleven division Court that handles civil cases with monetary limits not greater than \$15,000. The criminal case jurisdiction covers preliminary hearings in felony cases and misdemeanor trials in which the defendant waives the right to a jury. Since it is not a "court of record," its decisions are subject to appeal. Since 1971, this Court has been authorized under the Metropolitan Charter to handle Metropolitan ordinance violations involving traffic, environmental, and other county ordinance violations. General Sessions judges are elected to an eight-year term.

In addition to the eleven judges, a part-time referee conducts the initial hearings for environmental cases and the non-traffic Metro ordinance violations, and five law trained judicial commissioners preside over Night Court 24 hours per day, 365 days per year.

The General Sessions Courts have dockets that adjudicate the following types of cases: criminal bond, traffic, civil, driver's license, jail review, orders of protection, domestic violence, environmental, emergency committals, special committals, state traffic and felony drug, probation, and Mental Health Court.

Juvenile Court Clerk

The Juvenile Court Clerk is responsible for keeping all records of the Court. The Clerk's Office maintains separate minutes, dockets and records for all matters pertaining to Juvenile Court proceedings. In addition, this office collects payments, fines and restitutions and maintains accounts in excess of \$1.7 million for child victim criminal injuries. The Clerk's staff files litigation and paternity petitions, sets Court costs and dates and files all motions. The Juvenile Court Clerk is an elected official and maintains a separate budget from the Juvenile Court.

Public Defender

The Metropolitan Public Defender's Office operates under the authority of the Metropolitan Charter, Title II, Section 2-16-010, which states as follows: The public defender shall render legal aid and defend only those indigent defendants who are in jail, charged with the commission of a crime and are unable to make bond, or such other defendants as a court with criminal jurisdiction shall determine to be indigent. In addition, the public defender shall provide guardian *ad litem* services when such services are deemed required by the Davidson County juvenile court for children who are the subject of proceedings in such court and the Metropolitan Government would be required by law to pay reasonable compensation for such services if not provided by the public defender. The Public Defender's Office is staffed with 42 licensed attorneys who represent indigent clients on charges ranging from public drunkenness to first degree murder.

Register of Deeds

The Register of Deeds Office records deeds, mortgages, plats, leases, liens, limited partnership agreements, charters, and service discharges. All documents are imaged and indexed.

The mission of the Register of Deeds is to record all documents pertaining to real estate and documents relative to the Uniform Commercial Code. We also strive to maintain the integrity of all official records and to offer courteous, friendly, and expeditious service to all who use the Register's Office.

Sheriff

With a commitment to excellence, the mission of the Sheriff's Department is to strive to be the leader in the field of corrections, service to civil process, and innovative community-based programs, emphasizing accountability, diversity, integrity, and professionalism.

Since 1963, DCSO has devoted 100% of its efforts and resources to two major areas of critical concern, corrections and civil process. In the mid-1990s, the DCSO [Correctional Work Center](#) was awarded national accreditation by the [American Correctional Association](#). The [Training Academy](#) followed in 1999, becoming the first local Sheriff's Office Training Academy

in America to achieve national ACA accreditation. In January 2001, DCSO became the first County correctional administration in the United States to be accredited by the ACA. The [Criminal Justice Center](#) and the [Hill Detention Center](#) were accredited in 2002.

State Trial Courts

State Trial Courts, under Circuit, Criminal and Chancery Judges, consist of the following two divisions.

Clerk and Master

The Clerk and Master serves the four elected chancellors, performs judicial duties pursuant to state law and the Metro Charter, conducts hearings as judicial officer, writes reports of findings to the chancellors upon referred cases, and oversees a staff of 19 clerks.

The Clerk and Master administers the caseload for the four chancellors, including maintenance of books, records and case files; collecting and reporting substantial revenue from delinquent taxes and court costs; issuing process and investing funds held as trustee as an arm of the Chancery Court; and providing public records and information to citizens.

Juvenile Court

The Juvenile Court provides a judicial and non-judicial service delivery system that is fair, accessible, efficient and responsive that will meet the immediate and long-term needs of the citizens of Greater Nashville and Davidson County Tennessee in a manner consistent with public safety.

Trustee

The Trustee is responsible for collecting Davidson County's Real Property Tax, Public Utility Tax, Personal Property Tax, and Central Business Improvement District Tax, Vegetation Liens and Demolition Liens each year; and administering the Tax Relief Program for the State of Tennessee and Metro Government. The Office of the Trustee accepts the Certified Real Property and Personal Tax Roll from the Assessor of Property in September each year. The Trustee's office then mails printed tax statements by October 1. The Tennessee Regulatory Authority sends the Utility Tax Roll to the Trustee in December each year, and tax statements are printed and mailed in January. This office also collects and processes the Central Business Improvement District tax receivables.

PROGRAM COVERAGE

Title VI applies to both Metro functions, facilities, operations programs and projects that receive federal funding as well as to services provided by sub-recipients that receive federal financial assistance through contracts from Metro. It is the city's goal that all services be administered in a nondiscriminatory manner.

Federal Funding in Metro

Currently, there are several Metro Departments which benefit from outside funding as a viable programming resource. A variety of mechanisms exist to manage grants in Metro. The Division of Grants Coordination was established to better enable Metro to manage its current grants and to seek additional outside funding.

The Division of Grants Coordination assists Metro departments with identifying funding opportunities, fostering collaborations and developing sound grant proposals; serving as a "gatekeeper" and monitor of grants as they move through the Metro approval process; developing and implementing policies and procedures for grants to Metro; providing technical assistance and grants-related training to departments, maintaining a database of Metro's grants, acting as a liaison between user departments and the Finance Department on grants-related matters and managing Title VI activities.

In that Metro, through the Division of Grants Coordination, is able to comprehensively identify and track all of its federal grants, information regarding those grants is readily available. A list of current Metro grants from Federal sources (including pass thru grants) is found in Appendix D.

RESOURCES COMMITTED TO TITLE VI COMPLIANCE

Metro has committed significant resources to program areas with a direct impact on Title VI implementation planning and compliance review efforts. The Metro Title VI coordination function has been assigned to staff in the Human Relations Commission; however, each department has an assigned Title VI coordinator with departmental responsibility lying ultimately with the Department Head and overall responsibility for the Metro's compliance lying with the Mayor. Each department is responsible for implementation, compliance and data collection in their respective areas.

Additionally, the Office of Financial Accountability (OFA) in the Office of Management and Budget is responsible for the monitoring of Metro's state and federal grants contracts. This Office also monitors Metro's direct appropriation grant contracts to non-profits organizations. As a part of the grant monitoring reviews, civil rights program issues are reviewed for compliance.

TITLE VI PROCEDURES

The responsibility for coordinating Title VI compliance within the Metropolitan Government of Nashville and Davidson County is assigned to and divided among respective departments. Each department head has appointed a Title VI Departmental Coordinator (See Appendix A). The Departmental Coordinator works closely with the Metro Title VI Coordinator and is responsible for administering the compliance procedures and Title VI complaint processing for the respective departments.

COMMUNICATION

Metro will take appropriate steps to communicate its Title VI policy and program to all Metro employees, sub-recipients and the general public. Sub-recipient notification of Title VI is imperative, and all will be made aware of the importance of Title VI compliance. It is equally important that protected beneficiaries are encouraged to participate in departmental programs and are informed of Metro policies, especially regarding filing complaints.

METROPOLITAN NASHVILLE ARTS COMMISSION

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Arts Commission Year: 2021

Title VI Coordinator: Ian Myers Form Completed By: Ian Myers

Form Completion Date: Click or tap to enter a date.

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Videos

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

No Coordinator was unable to attend but has reviewed the coordinator training presentation.

How does your department disseminate Title VI information (including your language access plan) to all employees?

Annual Title VI video training.

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Title VI Poster in Metro Arts Offices, Grant/Funding Guidelines and Grant Contracts

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

We refer Title VI complaints to the MHRC.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other: We direct people to people to make complaints to MRHC in our funding guidelines.

We will create a redirect link from Metro Arts' website to MRHC's Title VI complaint page.

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

We are the recipient of operational support from the Tennessee Arts Commission, which includes funding from the National Endowment for the Arts. We, in turn, provide operational support to local arts nonprofits. These recipients are monitored for Title VI compliance.

Subrecipients are required to provide proof of compliance, receipt of complaints and procedure for managing complaints.

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

We provide a one page summary of language translation options on each set of funding guidelines that we publish. Metro Arts is open to developing a written language plan, provided resources for best practices for Metro agencies is available

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

Yes

No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
Sara Lee Burd (Public Art Comm/PAC)	Hispanic or Latino
Omari Booker (PAC)	Black or African American
Shaun Giles (PAC)	Black or African American
Donna Gilliam (PAC)	Black or African American
Sarah Bounse (Committee for Antiracism and Equity/CARE)	Asian
Alandis Brassel (CARE)	Black or African American
Aaron Doenges (CARE)	White
Ellen Gilbert (CARE)	American Indian
Megan Kelley (CARE)	Two or More Races
Jonathan Marx – resigned	White
Teree McCormick (CARE)	Black or African American
Jon Royal (CARE)	Black or African American

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

We have a governing document for equity practices: <https://www.metroartsnashville.com/equity>. We solicit participation in these committees through stakeholders, community members, Council Members and Commission members. Community members may also nominate themselves or others for committees and community panels. <https://www.metroartsnashville.com/opportunities>

Community Oversight Board

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Metro Community Oversight Board Year: 2021

Title VI Coordinator: Paula Person Form Completed By: Paula Person

Form Completion Date: 5/4/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other NA

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

- Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

- Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

- Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
Joe Brown	White

Andrew Goddard	White
Jamel Campbell-Gooch	Black or African American
Arnold Hayes	Black or African American
Pyhllis Hildreth	Black or African American
Walter Holloway	Black or African American
Stephanie Kang	Asian
Makayla McCree	Black or African American
Shawn Whitsell	Black or African American
Mark Wynn	White

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

NA

CRIMINAL COURT CLERK

Metropolitan Government of Nashville and Davidson County
Title VI Questionnaire

Department: 024 Criminal Court Clerk Year: FY2020-2021

Title VI Coordinator: Amy Rooker Form Completed By: Amy Rooker

Form Completion Date: 5/28/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Title VI information is documented in the employee handbook. New employees must read the handbook and sign an acknowledgment.

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

The department coordinator attended Title VI training offered in May 2021.

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

Title VI information is documented in the employee handbook, and it is on our CCC intranet. Additionally, it is posted in the employee break room, and in the public lobby in English, Spanish, Arabic, and Chinese.

We will work with the contracted vendor to put a language plan in place for customer service. We do, however, have access to language services through General Sessions Administration.

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Criminal Court Clerk’s main lobby in A.A. Birch Courthouse (English, Spanish, Arabic, and Chinese) Also, it is posted in the CCC employee break room.

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

The Office of the Criminal Court Clerk is working to develop a plan and set up a new account through the information sent out via email by the Human Relations Commission in April 2020. The plan will be implemented prior to August 2020.

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

CCC Written Policies

2.3 EQUAL EMPLOYMENT OPPORTUNITY

Feb 25, 2013 Current

A. Policy

It is the policy of the Criminal Court Clerk that all persons shall have equal employment opportunities regardless of race, color, national origin, gender, age, religion, or disability, gender identity, or sexual orientation. Illegal discrimination against any person in recruitment, examination, appointment, training, promotion, retention, discipline or any other employment practices shall be prohibited. Harassment based on race, gender, color, religion, age, national origin or disability is a form of discrimination and will not be condoned.

The Criminal Court Clerk guidelines and policies shall be administered in such manner as to comply fully with all

Equal Employment Opportunity laws and regulations.

B. Complaint Procedure

A complaint of discrimination as outlined in the Guidelines on Discrimination, including a complaint of sexual harassment, may be filed according to the steps defined below. A complaint should be filed within a reasonable time frame of the occurrence or reasonable knowledge of alleged harassment and/or discrimination incident(s). If it is a continuing problem, the complainant needs to state when it began and the progression to the time of the complaint. A complaint may be filed by a current or former employee or by an applicant and by an individual or a group of people. Complainants shall have the right to have reasonable representation of their choosing with them at all stages of the complaint procedure. The complaint procedure will maintain confidentiality to the degree allowed both by law and by the need to conduct a thorough investigation. Reprisal or retaliation against good faith complainants or witnesses participating in the investigation is prohibited and could be grounds for disciplinary action. An employee who witnesses or otherwise has knowledge of discrimination is encouraged to report the incident to a supervisor or an appropriate authority.

Although employees are encouraged to try to settle problems on an informal basis, employees who feel they have been subjected to discrimination may submit a complaint to their supervisor and or designee. When appropriate, the supervisor shall try, in a timely manner, to remedy any actual or perceived problem without the necessity of additional formal procedures. After reviewing the matter, the supervisor shall promptly inform the employee of his decision. If the complaint cannot or should not be resolved at this level, the employee may submit the complaint to the Criminal Court Clerk or his designee. The Criminal Court Clerk or designee, after a prompt and thorough investigation, will take the necessary steps to correct any problem found to exist, including disciplinary action. The Criminal Court Clerk or designee shall notify the complaining party of his decision following the conclusion of the investigation.

2.4 GUIDELINES ON DISCRIMINATION

Feb 25, 2013 Current

Administrators and supervisors in the Criminal Court Clerk Office are familiar with and will comply with all laws, regulations and guidelines governing various forms of discrimination. Specific guidelines are summarized in this document in Appendix V. Furthermore, harassment of any person in the form of verbal or physical conduct based on a person's race, gender, color, religion, national origin or disability, creed, gender identity, or sexual orientation will not be condoned when such conduct:

1. Has the purpose or effect of creating an intimidating, hostile or offensive work environment;
2. Has the purpose or effect of unreasonably interfering with an individual's work performance; or
3. Otherwise adversely affects an individual's opportunities associated with employment.

A5 APPENDIX V

Feb 25, 2013 Current

GUIDELINES ON DISCRIMINATION

Administrators and supervisors in the Metropolitan Government are familiar with and will comply with all laws, regulations and guidelines governing various forms of discrimination. Specific guidelines are summarized in this document. Furthermore, harassment of any person in the form of verbal or physical conduct based on a person's race, gender, color, religion, national origin or disability, creed, gender identity, or sexual orientation will not be condoned when such conduct:

1. Has the purpose or effect of creating an intimidating, hostile or offensive work environment;
2. Has the purpose or effect of unreasonably interfering with an individual's work performance; or
3. Otherwise adversely affects an individual's opportunities associated with employment.

A. Race Discrimination (Civil Rights Act of 1964, Title VII, as amended by the Civil Rights Act of 1991)

It shall be against the policy of the Metropolitan Government to discriminate against an individual as a result of that person's race. This policy applies to applicants for employment as well as current employees.

B. Sexual Discrimination

It is the policy of the Metropolitan Government that there shall be no discrimination against any individual based on gender. This covers all employment actions and conditions of employment and benefits.

1, Job Policies and Practices (Civil Rights Acts of 1964, Title VII, as amended by the Civil Rights Act of 1991 & Equal Pay Act of 1963)

- a. Personnel policies do not discriminate on the basis of gender.
- b. Employees and applicants of both genders are equally considered for any positions for which they are qualified.
- c. Employment opportunities, wages, hours, conditions of employment and benefits are equally offered to all employees regardless of gender.
- d. Marital status shall not be a factor in any employment opportunity or decision.
- e. Appropriate physical facilities shall be provided for people of both genders.

2. Maternity Leave (Pregnancy Act of 1978 & Tennessee Maternity Leave Law)

Accrued sick leave shall be granted for the time that a woman is physically unable to work due to childbirth as documented by her physician. Additional vacation and/or leave without pay may be granted in accordance with applicable law. The same vacation and/or leave without pay may be granted as paternity or adoption leave.

3. Sexual Harassment (Civil Rights Act of 1964, Title VII, as amended by the Civil Rights Act of 1991; Guidelines on Discrimination Because of Sex, 1980) The Metropolitan Government prohibits sexual harassment of any employee. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when:

- a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, or
- b. Submission to or rejection of such conduct is used as the basis for employment decisions affecting such individual, or
- c. Such conduct has the purpose of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment.

Sexual harassment can take many forms. It is not limited to overt physical acts. Suggestive comments, jokes of a sexual nature, sexually suggestive objects or pictures, obscene gestures, sexually graphic stories, as well as unwanted touching, may all constitute sexual harassment.

Sexual harassment of any employee will not be tolerated. No employee will be allowed to sexually harass, either verbally or physically, another employee; nor shall any supervisor allow the harassment of any of his/her employees, either by other employees or by persons not employed by Metro Government. It will be the responsibility of managers and supervisors to take all steps necessary to enforce the provisions of this policy. Any complaint of harassment will be promptly investigated and corrective and/or disciplinary action taken if the charges are found to be true.

Action can only be taken when managers and supervisors have knowledge of sexually harassing conduct. Employees have a duty to inform managers and supervisors when they observe or they are aware of improper sexual conduct exhibited by a Metropolitan Government employee. This obligation to inform includes improper conduct committed by non-government employees if the conduct is directed toward government employees.

C. Religious Discrimination (Civil Rights Act of 1964, Title VII, as amended by the Civil Rights Act of 1991)

The Metropolitan Government expresses its commitment to prohibit religious discrimination against applicants for employment and employees in all areas of employment and benefits. No distinction based on religion shall apply in employment opportunities, wages, hours of work, and other conditions of employment or benefits. Efforts will be made to accommodate the religious observance and practices of an employee unless such accommodation is unreasonable and would result in an undue hardship on the conduct of business.

D. Age Discrimination (Civil Rights Act of 1964, Title VII, as amended by the Civil Rights Act of 1991 & Age Discrimination in Employment Act of 1967, as amended)

The policy of the Metropolitan Government prohibits age-based discrimination against individuals 40 years of age or older. The Criminal Court Clerk will not refuse to hire, to discharge, or otherwise discriminate against any individual with respect to compensation, terms, conditions, or privileges of employment because of an individual's age. Exceptions:

1. There may be differentials in bona fide employee benefit plans.
2. For some areas of work, age may be a bona fide occupational qualification.

E. National Origin Discrimination (Civil Rights Act of 1964, Title VII, as amended by the Civil Rights Act of 1991)

1, Policy

It shall be against the policy of the Metropolitan Government to discriminate because of an individual's or his or her ancestor's place of origin or because an individual has the physical, cultural or linguistic characteristics of a national origin group. Furthermore, it is against the policy to discriminate for reasons which are grounded in national origin, such as (a) marriage or association with persons of a national origin group; (b) membership in, or association with an organization identified with or seeking to promote the interests of national origin groups; (c) attendance or participation in

schools, churches, temples or mosques, generally used by persons of a national origin group; and (d) because an individual's name or spouse's name is associated with a national origin group. There shall be no discrimination based on national origin in any area of employment or condition of employment or in the granting of employment benefits.

2. Citizenship

The Criminal Court Clerk requires all employees be United States citizens, legal resident aliens, or aliens authorized to work in the United States. Specified classifications require U.S. citizenship as a bona fide occupational qualification.

F. Disability Discrimination (State and Local Fiscal Assistance Act of 1972 and Rehabilitation Act of 1973: Americans with Disabilities Act of 1990)

1. Policy

It is the policy of the Metropolitan Government to assure equal employment opportunity to disabled persons on the basis of qualifications and ability to perform the job. There shall be no discrimination in terms of employment opportunities, wages, hours of work or other conditions of employment or benefits. An individual with a disability is one who has a physical or mental impairment that substantially limits one or more major life activities, a record of such an impairment, or who is regarded as having such an impairment.

2. Application Process

Disabled persons are guaranteed the same application process as other applicants. Assistance may be provided when needed, such as the following:

- a. A reader may be provided for completing an application or written examination for qualified applicants who are vision-impaired or illiterate due to a learning disability.
- b. Waiver of a driver's license may be requested for qualified disabled applicants who are not allowed to drive.

3. Reasonable Accommodation

A department shall make reasonable accommodation to the known physical or mental limitations of an otherwise qualified disabled individual unless to do so would be an undue hardship. The specific accommodations needed shall be determined jointly by the individual and the Criminal Court Clerk with technical assistance provided by the Department of Human Resources for Metro. Reasonable accommodation may include, but shall not be limited to:

- a. Making facilities readily accessible to and usable by disabled persons
- b. Job restructuring, job sharing or modified work schedule, acquisition or modification of equipment or devices and other similar actions.
- c. Assignment to a vacant position for which the person is otherwise qualified

In determining whether an accommodation would impose an undue hardship on the operation

DAVIDSON COUNTY SHERIFF'S OFFICE

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Sheriff Year: 2021

Title VI Coordinator: M. Travis/M. Cook Form Completed By: M. Cook

Form Completion Date: 5/21/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Scenario based training, In our new-hire orientation.

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

Via our Title VI policy and new-hire orientation

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Located in all the public entrances on our electronic information boards.

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other Policy, which is publicly accessible under Open Records requirements.

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period?

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
8/2/2020	Completed	None	Inmate Bell complained that a vegetarian religious diet not having a variety of food—Found not to be a Title VI complaint.
11/9/2020	Completed	None	Inmate Singleton complained about not receiving copies of pages from a book sent by his wife—Found not to be a Title VI complaint
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
	Select an Item
	Select an Item

	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

Emergency Communications

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: **Emergency Communications** Year: **2021**

Title VI Coordinator: **Lynette S. Dawkins** Form Completed By: **Lynette S. Dawkins**

Form Completion Date: **5/26/2021**

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other The public would be informed verbally of the complaint procedure.

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

- Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

- Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

We do not have a written policy. We utilize language line interpret translation services to translate our 911 calls for non-English

speaking callers. The primary translation service is Voiance.

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

- Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
	Select an Item
	Select an Item

	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

Finance

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Finance Year: 2021

Title VI Coordinator: Kimberly Northern Form Completed By: Kimberly Northern

Form Completion Date: Click or tap to enter a date.

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Do you provide this in languages other than English? N/A

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public? N/A

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan? N/A

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits? N/A

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period?

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

- Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

- Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

- Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
Maryam Abolfazli	White
Deaconess Garlinda Burton	Black or African American
Pratik Dash	Asian
Jeremy Davis	White
Lethia Mann	Black or African American
Paula Martinez	Hispanic or Latino
Issa Y. Mohamed	White
Dr. Marisa Richmond	Black or African American
Linda Robinson	Black or African American
Ariel Safdi	White
Dr. Ben Tran	Asian
Rev. Davie Tucker	Black or African American
Irwin Venick	White
Joshua Wood	Black or African American
Chuck Yezbak	White
Nancy Youssef	White

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

General Service

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: General Services Year: 2021

Title VI Coordinator: Jerry Hall Form Completed By: Jerry Hall

Form Completion Date: Click or tap to enter a date.

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Heavy vehicle shop, MSE Fleet, Lindsley Hall

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Waiting for guidance from Metro Human Relations Commission.

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
------	------

	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

Juvenile Court

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Juvenile Court Year: 2021

Title VI Coordinator: Jessica Robertson Form Completed By: Jessica Robertson

Form Completion Date: 5/25/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

PowerPoint Presentation and Web-based Video provided by Metro Human Relations Commission. In-person training is encouraged when made available by Metro Human Relations Commission.

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

Information on Title VI is posted throughout the building. Information regarding language access plan is located in the Employee Enhancement Manual which is available on the Juvenile Court Intranet.

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Juvenile Court Website, as well as, signs around the building in English and Spanish.

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

- Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Complaints should be directed to the Court’s Contract Monitor and/or Court Administrator.

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

- Yes No

If Yes, please provide it by attaching it to this response. -**See attached, Juvenile Court Interpreter Request Policy.**

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

- x Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
Robertson, Jessica	Black
Hudson, Shelley	White
Sinback, Kathy	White
Abdirahman, Marian	Select an Item No Response
Branch, Lacy	White
Eggerson, Kimberly	Select an Item No Response
Hampton, Shellis	Black or African American
Lee, Teara	Black or African American
Ottman, Julie	White
Overton, Jill	White
Peacock, Caren	Select an Item No Response
Roberts, Charles Jr	Select an Item No response
Smith, Mary Ann	White
Taylor, Jane	White
Wilcox, Kathy	White
Wolfe, Dana	White
Wade, Jennifer	Black
Alexander, Andrea L	
Allen, Charity	
Allen, Rhonda	
Anderson, William Clark	
Ballal, Sanjana	
Bates, Janice	
Blair Flemming, Vickie	
Blansett, Stephanie	
Bowling, Adrienne Patrice	
Bowling, Tameria	
Brazelton, Jewel	
Broadwater, Debora Hudson	
Bullock, Sarah	
Caldwell, Constance	
Capizzi, Andrea M	
Carter, Kennithia	
Chamberlain, Clementine	



Chromy, Josephine Manigault
Cooper, Amy Suzanne
Corcoran, Dianna Elizabeth
Croom, Brittany Nicole
Cunningham, Mary
Davis, Gerald
Davis, Jessica Lee
Donnelly, Maemie D
Doughty, Susan G
Drulman, Sydney
Esaw-Crutchner, Rechelle Marli
Eubanks, Deborah
Ewing, Lynn
Faulkner, Ashtin Sydnee
Fazio-Sprague, Linda
Fecheimer, Peter
Ferguson, Susan
Gaffney, Sheila
Gish, Susan
Glenn, Victoria Lorraine
Goldsmith, Karen
Grant, Alexander M
Gray, Dwan
Gray, Laura Ellen
Green, Natasha
Greene, Elisa Michele
Grizzard, Monica Denise
Haggard, Kevin Jr.
Hedglin, Chelsey
Hellmann, Beth
Herrell, Laura
Hughes, Helen
Hughey, Sherrie
Hyde, Paul
Jakson, Mikeria Jacole
Jamerson, Amanda Beatrice
Johnson, Rose B
Johnston, Mary
Jones, Rachel Antoinette
Kemp, Molly
Kimbrell, Charity
Konyn, Jennifer Parker
LaGrone, Mario Deshaun
Lazarov, Amy Beth
Lee, Marvin
Lee, Rebecca M

Lee, Sandra Jean
Levvitt, Ellen G
Ligon, Jessica Ann
Lueken, Samantha
MacDonald, Rebecca Claire
MacKenzie, Susan R
Margulies, Ellen
Margulies, Karen
Martin, Rebecca
Massey, Kam'ea Leilani
Mayhorn, Tierra Naomi
McGruder, Michelle
McKinley, Mafia
Milner, Alice Megan
Naylor, Sara Diehl
Nixon, Joan
Nixon, Shanique
Northington, Jesilee
Orr, Carolyn
Paine, Anne
Papica, Gerald
Parker, Julia
Parker, Rose
Patterson, Wyntress Grimes
Penn, Chelsea Hope
Percy, Carol
Phillips, Libby
Radford, Carla Key
Redmond, Brenda
Rummage, Aaron Christopher
Schlafly, Carol
Scholten, Lorraina
Schuele, Melanie
Sells, Phyllis
Sherrill, Robert Clayton
Smallwood, Megan
Snell, Whitney Brooke
Spears, Olivia
Steele, Julie
Stewart, Sandra D
Subramanian, Deeptha
Sullenberger, Sabrina W
Taylor, Sherry Buhler
Tharpe, Contrecia Tanyae
Timberman, Tifany Jeanne
Tomas, Per D

Turner-Friley, Sharon
Vastano, Darlene
Vaughn, Donna G
Walker, Allison
Walker, Kendra
Walker, Melissa Cartwright
Wardlaw, Tiffany
Webster, Suzette
Weinberg, Nathan Gabriel
Whitfield, Zanira
Wilkins, Jim Rex
Williams, Robert
Zuhr, Erica

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

Employees are selected to represent the court based on their job functions and the desire to volunteer for committees. Foster Care Review Board Volunteers, complete an online application requesting to volunteer with the court and committing to attendance on a board as set forth by the division.

	Chapter Departmental Business Practices	Title 2.23: Interpreter Requests	Effective Date 07/01/2018
Appointing Authority Sheila D.J. Calloway, Judge	Approved Date 07/01/2018 Approved By 	Related Standards Tennessee Supreme Court Rule 41: Rules of Ethics for Spoken Foreign Language Interpreters in Tennessee Courts; T. C. A. ¹ §24-1-211: Providing Oral or Deaf Sign Language in Administrative and Judicial Proceedings; Title VI of the Civil Rights Act of 1964 – National Origin Discrimination Against Person With Limited English Proficiency; Executive Order 13166: Improving Access to Services for Persons With Limited English Proficiency (August 11, 2000) ²	Revised Date

PURPOSE:

To establish policy and procedural guidelines for employees making an interpreter requests.

DEFINITIONS:

Appointing Authority: The Metropolitan official who is given authority to direct all functions of a department. The Appointing Authority for the Juvenile Court is the Juvenile Court Judge.

Authorized Designee: The person in a chain of command having departmental authority, as appointed by the Appointing Authority, Court Administrator, Deputy Court Administrator, or Supervisor.

Consecutive Interpretation: Providing the target-language message after the speaker has finished speaking a sentence or phrase.

Deaf Person: A person with a hearing loss so great as to prevent such person from understanding language spoken in a normal tone. "Deaf person" further includes, but is not limited to, a person who is mute and a person who is both deaf and mute.

Interpretation: Spoken rendition based on an individual’s oral account. The result is the oral rendition in the target language.

¹ Rule 41: States in part...*Many persons who come before the courts are partially or completely excluded from full participation in the proceedings due to limited English proficiency (LEP). It is essential that the resulting communication barrier be removed, as far as possible, so that these persons are placed in the same position as similarly situated persons for whom there is no such barrier.*

² Executive order 13166: Improving Access to Services for Persons with Limited English Proficiency states in part... *recipients of Federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.*

Limited English Proficiency (LEP): A person who is not fluent in the English language, often because it is not their native language.

Oral Interpreter: A person who interprets language through facial and lip movements only and who does not use manual communication.³

Qualified Deaf Interpreter: An interpreter certified by the National Registry of Interpreters for the Deaf, Tennessee Registry of Interpreters for the Deaf, or, in the event an interpreter so certified is not available, an interpreter whose qualifications are otherwise determined. Efforts to obtain the services of a qualified interpreter certified with a Legal Skills Certificate or a Comprehensive Skills Certificate will be made prior to accepting services of an interpreter with lesser certification⁴.

Sight Translation: Oral translation of a written text.

Simultaneous Interpretation: Providing rendition of the target-language message at approximately the same time the source-language message is being produced.

Source Language: The input language requiring interpretation.

Target Language: The output language into which the utterance is being interpreted.

POLICY⁵:

1. In any case in law of equity before the court, wherein any deaf person is a party to such action, either as a complainant, defendant, or witness, the court may appoint a qualified interpreter of the deaf sign language to interpret the proceedings to the deaf person and interpret the person's testimony or statements and to assist in preparation with counsel⁶.
2. In any case in law of equity before the court, wherein any LEP person is a party to such action, either as a complainant, defendant, or witness, the court may appoint a qualified interpreter of language to interpret the proceedings to the LEP person and interpret the person's testimony or statements and to assist in preparation with counsel.
3. Interpreters for persons with Limited English Proficiency have as a duty to ensure that the proceedings in English reflect precisely what was said by the LEP person, and to place the LEP person on an equal footing with those who understand and speak English. This creates an obligation to conserve every element of information contained in a source language communication when it is rendered in the target language⁷.
4. Generally, hearings requiring two plus (2+) hours should require two interpreters.

³ Tennessee Code Annotated. §24-1-211: *An oral interpreter shall be provided upon the request of a deaf person who does not communicate in sign language. The right of a deaf person to an interpreter may not be waived except by a deaf person who does not use sign language and who initiates such request for waiver in writing. Such waiver is subject to approval of counsel to such deaf person, if existent, and is subject to approval of the appointing authority.*

⁴ Ibid: *No "qualified interpreter" shall be appointed unless the appointing authority and the deaf person make a preliminary determination that the interpreter is able to readily communicate with the deaf person and is able to accurately interpret the statements of the deaf person and interpret the proceedings in which a deaf person may be involved.*

⁵ This policy applies only to the Juvenile Court of Davidson County. The Metropolitan Government of Nashville and Davidson County Civil Service Rules, Section 1.10 - Departmental Rules, states in part... *Appointing authorities shall implement additional rules to govern their departments, specific rules which would apply to their departments only or are not covered in the Civil Service Rules.*

⁶ Tennessee Code Annotated §24-1-211.

⁷ Tennessee Supreme Court Rule 41: Rules of Ethics for Spoken Foreign Language Interpreter in Tennessee Courts, Canon 1: Accuracy and Completeness.

5. Parties needing interpreting may waive the right to an interpreter.
6. Employees have access to language lines for interpretation services.

PROCEDURES:

Interpreter requests are submitted electronically to the official Juvenile Court Interpreter Group email.

REVIEW:

This policy is reviewed annually by the Appointing Authority or authorized designee.

FORMS:

None.

METRO CLERK'S OFFICE

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Metro Clerk Year: 2021

Title VI Coordinator: Michelle Bauder Form Completed By: Michelle Bauder

Form Completion Date: 7/1/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

A PowerPoint

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

PowerPoint via email

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

It is the policy of the Metropolitan Clerk's Office to spend no public funds which might encourage, support, or result in discrimination, either actual or perceived.

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period?

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Select a Date	Select a Status	Select an Action	
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Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

- Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

- Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

- Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

Metropolitan Development & Housing Agency

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: MDHA Year: 2021

Title VI Coordinator: Pat Thicklin Form Completed By: Pat Thicklin

Form Completion Date: Click or tap to enter a date.

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

New Employee Orientation and New Employee On-boarding

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

Information is provided during yearly compliance training

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

All offices and rental offices locations

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other written flyers and brochure

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No Spanish

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Title VI compliance requirements are listed in each subrecipient agreement between MDHA and the HUD CPD funded agency. It would also be included in the RFAs. Compliance with these requirements would be checked during on-site monitoring reviews.

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
	Select an Item

	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

**Metropolitan Development and Housing Agency
Title VI of the Civil Rights Act of 1964**

Complaint & Grievance Procedures

The Title VI Coordinator will be responsible for the investigation of complaints of alleged discrimination based on race, color or national origin as it relates to programs or services covered by Title VI.

An investigation is the process used to determine the facts to support or disapprove a complaint or report of an alleged incident. The investigation seeks to gather and report the truth and all the facts related to the matter.

If an individual believes he/she has been subjected to discrimination in violation of their civil rights, he/she may file a complaint with the Title VI Coordinator or a Department Director of MDHA.

Retaliation will not be tolerated against any person who reports alleged discrimination or policy violation, or participates as a witness in an investigation. After the investigation, a report will be submitted which will be an independent and impartial report with respect to the established facts of the incident.

These procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies or to seek private counsel for complaints alleging discrimination.

These procedures are part of an administrative process, which does not provide for remedies that includes punitive damages or compensatory remuneration for the complaint.

Every effort will be made to obtain early resolution of the complaints at the lowest level possible. MDHA will not investigate complaints in which it appears as a respondent. The matter will be referred to the federal funding source from which the relevant program or activity falls.

Complaint procedures:

1. Any person or specific class of persons believing they have been subjected to discrimination prohibited by Title VI may file a written complaint with an agency Department Director or the Title VI Coordinator.
2. A formal complaint may be filed within 180 calendar days of the date of the alleged act of discrimination, from the date the act became known by the complainant(s) or where there has been a continuing course of conduct, the date on which the conduct was discontinued or latest instance of conduct.
3. The complaint must meet the following requirements:
 - Present the date of the alleged act of discrimination, the date the complainant became aware of the alleged discrimination or the date on which the conduct was discontinued or the latest instance of conduct.
 - Present a detail description of the issues including the name(s) and job titles of those individuals perceived as parties in the complained incident.
 - Allegations may be made in writing, fax, email or by telephone. The complainant must acknowledge their intent to proceed with the complaint. The identity of the complainant must be established and all verbal complaints will be reduced to written form. The written complaint will be mailed to the complainant for their signature.
4. Upon receipt of the complaint, the Title VI coordinator will record and log the complaint. The Title VI coordinator will notify all parties involved in the complaint and determine the investigative process. If the complaint is against MDHA, the complaint will be forwarded to the Federal or State agency in which funding was provided. If the complaint is against a MDHA sub-recipient, MDHA will assume jurisdiction and initiate the investigation.
5. All complaints will be reviewed for:
 - Whether the complaint is timely filed
 - Whether the allegation involves a covered basis such as race, color, or national.
 - Whether the complaint is covered by MDHA programs or services.
6. A complaint will be dismissed for the following reasons:
 - The complainant requests the withdrawal of the complaint
 - The complainant fails to respond to repeated requests for additional information needed to process the complaint or otherwise fails or refuses to cooperate in the investigation.
 - The complainant cannot be located after reasonable attempts to contact him/her.
7. MDHA will respond within 5 days of the receipt of a complaint with a course of action for the matter. All investigations in which MDHA is listed as a respondent will be forwarded to the respective federal or state agency within 7 days. Any complaint investigated by MDHA will be completed within 90 days. A final investigative report will be written and the complainant will be notified of the finding.

Any complainant not satisfied with the finding will have the right to appeal the finding to the agency grievance process or they may file an appeal to the source of funding or with the U. S. Department of Justice.

METRO HUMAN RESOURCES

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Human Resources Year: 2021

Title VI Coordinator: Monica Anderson Form Completed By: Monica Anderson

Form Completion Date: 6/11/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Online

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Breakroom and website

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

- Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

- Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

- Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
Dr. Stephanie Coursey Bailey	Black or African American
Dr. Christine Bradley	White

Mr. Kevin Crumbo	White
Mr. G. Thomas Curtis	White
Mr. Harold Finch II	Black or African American
Ms. Shannon Hall	White
Mr. B. R. Hall Sr.	White
Ms. Edna Jones	White
Mr. Jeremy Mosley	White
Mr. Jonathan Puckett	White
Mr. William H. Farmer	White
Ms. Alysia Jones	Black or African American
Mr. Ethan Link	White
Ms. Joann North	White
Ms. D. Billye Sanders	Black or African American

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

INFORMATION TECHNOLOGY SERVICES

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Information Technology Services Year: 2021

Title VI Coordinator: Leslie Mayo Form Completed By: Leslie Mayo

Form Completion Date: 5/4/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

All new hires are required to meet with the Assistant Director of Human Resources for the Information Technology Services department in which Title VI training is discussed verbally.

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

Post of bulleting board accessible to all ITS employees.

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other ITS is an internal service department for Metro and has little to no interaction directly with the Public.

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period?

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

We have access to translation service through Language Line if interpretation is necessary.

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
------	------

	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

Information Technology Services has no non-elected planning or advisory committees.

METROPOLITAN PLANNING

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Planning Year: 2021

Title VI Coordinator: Josie Bass Form Completed By: Josie Bass

Form Completion Date: 5/27/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No (I took training online through the State of Tennessee. No, Metro did not offer Title VI training.)

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

With a brochure – brochure is attached.

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

We do not have a LEP plan. However, Title VI and LEP information is provided with a brochure. Brochure is attached.

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No (We can access the Human Relations procedures. We do have a form and a tracking form.)

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other We do not.

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No (It has been over 10 years since a complaint.)

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

- Yes No (Title VI language is included in the procurement process and contracts as per Metro Finance.)

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

- Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented? (We have posted on our bulletin board LEP brochures in English, Spanish and Kurdish.) The Planning Department will need help in implementing a LEP plan.

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

- Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
------	------

	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

METROPOLITAN PLANNING COMMISSIONERS

COMMISSIONERS	RACE	TERM EXPIRES
Greg Adkins, Chairman	Caucasian/Male	3/22
Jessica Farr	Caucasian/Female	3/22
Lillian Blackshear	African-American/Female	3/23
Jeff Haynes	Caucasian/Male	3/23
Brian Tibbs	African-American/Male	3/24
Dr. Pearl Sims	Caucasian/Female	3/25
Edward Henley	African-American/Male	3/25
James Lawson	African-American/Male	3/24
Mina Johnson, representing Mayor John Cooper's office	Asian/Female	8/23
Kathleen Murphy, Metro Council Representative	Caucasian/Female	8/21
Alex Dickerson, Legal	Caucasian/Male	

There were no Title VI complaints received for 2020-21 year.

Minority Participation on the Commission is: (3) Caucasian males, (3) African American males, (1) African American females, (3) Caucasian females and (1) Asian Female

Nine of the Planning Commission's ten members are appointed by the Metropolitan Council; the tenth member is the Mayor's representative.

METROPOLITAN NASHVILLE PUBLIC HEALTH

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Health Year: 2021

Title VI Coordinator: José Cruz Form Completed By: José Cruz

Form Completion Date: 5/14/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

New hire orientation

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No Not offered.

How does your department disseminate Title VI information (including your language access plan) to all employees?

Email; intranet

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Lentz Public Health Center and all satellite clinics including: Woodbine, East, South Nutrition and MACC

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Metro Purchasing includes non-discrimination requirements in the procurement process based upon the specifications that we submit.

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
------	------

	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

METROPOLITAN BOARD OF PARKS AND RECREATION

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Metro Parks and Recreation Year: 2021

Title VI Coordinator: Aaron Shelton Form Completed By: Aaron Shelton

Form Completion Date: 5/28/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below..

Training

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?
Onboarding. Title VI presentation video link.

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

<https://www.nashville.gov/Portals/0/SiteContent/Human%20Realations%20Commission/docs/Title%20VI%20101-MHRC-FINAL.pdf>

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
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Select a Date	Select a Status	Select an Action	
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Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that "subrecipient" for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Current in creation and final plan should be ready for implementation by 7/1/2021

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
Dr. Michelle Steele	Select an Item
Ms. Susannah Scott-Barnes	Select an Item
Mr. Crews Johnston	Select an Item
Ms. Tari Hughes	Select an Item
Mr. Jeff Haynes	Select an Item
Dr. Sharon Gentry	Select an Item
Mr. George Anderson	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

Although no structured process for encouragement of minorities on the Parks and Recreation Board is posted, the selection of new board members is achieved by referrals and appointments through the Mayor's office with dedicated consideration to reflecting the diversity of the Metro Nashville community. Current minority participation is 28.6% or 2 of 7 members.

METROPOLITAN BOARD OF PARKS AND RECREATION

Authority

The Title VI Coordinator's duty lies with staff in the Finance and Administration Division, specifically Human Resources and reports directly to the Assistant Director – Finance and Administration, Parks and Recreation Department.

The Title VI Coordinator is responsible for educating staff on (1) their responsibilities under Title VI, (2) how to inform clients of their rights under Title VI, (3) how to monitor for compliance with Title VI legislation, and (4) how to maintain and submit any required documentation for Title VI compliance.

Duties may include and may not be limited to the following:

- Conducting annual training for departmental personnel as required.
- Working in conjunction with the Metro Title VI Coordinator to ensure that new Parks and Recreation employees receive Title VI training and information.
- Ensuring that procedures are in place to provide for public notification of rights under Title VI.
- Disseminating all Title VI resources to departmental personnel as required.
- Maintaining Title VI complaint log and conducting any necessary investigations.
- Utilizing necessary monitoring techniques to ensure departmental compliance.
- Submitting annual Title VI plan to grantors in a timely manner; and
- Other duties as necessary to ensure Title VI compliance.

The Title VI Coordinator for the Metropolitan Government Board of Parks and Recreation is:

Aaron Shelton

Human Resources Administrator

Centennial Park Office

Nashville, TN 37201

615-862-8400 ext.72929(v) 615-862-8414(f)

Email: Aaron.Shelton@nashville.gov

METROPOLITAN PUBLIC DEFENDER

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Public Defender Year: 2021

Title VI Coordinator: Annette Crutchfield Form Completed By: Annette Crutchfield

Form Completion Date: 5/26/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

We provide the following statement in English on our job announcements, "The Metropolitan Public Defender's Office is an Equal Opportunity Employer, and does not discriminate on the basis of age, race, sex, color, national origin, religion, or disability in admission to, access to, or operations of its programs, services, or activities."

The Metropolitan Government Title VI of the 1964 Civil Rights Act notice is posted on our employee bulletin board in English and Spanish.

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

- Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

- Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Our Title VI Coordinator will attend the upcoming language access plan training that is being planned by the Human Relations Commission to be held within the next three months. The plan will be written with assistance from the Human Relations Commission.

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

- Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
	Select an Item
	Select an Item

	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

METRO PUBLIC WORKS

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Public Works Year: 2021

Title VI Coordinator: Charles Boddie Form Completed By: Sharonda Baker

Form Completion Date: 5/28/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Administration Building – Break Room and Main Announcement Board (Visible to the Public)

Operations Building – Roll Call Room

Engineering Building – Main Announcement Board (Visible to the Public)

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

Yes No

If Yes, please provide it by attaching it to this response.

Our most frequent interactions with constituents with limited English proficiency occurs through our 311 Call Center. We have staff on hand who are fluent in Spanish. Additionally, we utilize Lingualinx for callers speaking other languages beyond Spanish.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
Sal Hernandez (Transportation and Licensing Commission)	Hispanic or Latino
Freddie Carr (Transportation and Licensing Commission)	Black or African American
Jessica Powell (Transportation and Licensing Commission)	Black or African American
Lisa Smith (Solid Waste Board)	Black or African American
Midori Lockett (Solid Waste Board)	Black or African American
Damita Beck-Taylor (Solid Waste Board)	Black or African American
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

Public Works interacts with several special interest minority groups and agencies around Nashville. These settings often include neighborhood/community clean ups, public meetings concerning projects and other events where citizens have some interest in activities for which Public Works is involved. During these interactions, citizens associated with these special interest groups are encouraged to join a board or committee so they can be directly responsible for staying aware of Public Works activities and helping to shape the future of Nashville. Once Public Works becomes aware of a minority who is interested in joining a board or committee, their name is submitted to the Mayor's Office for review and can be appointed if a vacancy exists. Our current minority participation on the Transportation and Licensing Commission is 43% or 3 of 7 members; and 27% or 3 of 11 members of the Solid Waste Board.

METROPOLITAN SOCIAL SERVICES DEPARTMENT

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Social Services Year: 2021

Title VI Coordinator: Yuri L. Hancock Form Completed By: Yuri L. Hancock

Form Completion Date: 5/27/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Training is provided via Onboarding and New Hire Orientation

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

We post signage in the common areas of the building in various languages (i.e. Spanish, Arabic, Somali); we utilize the language line for interpreter services, we also provide training during new hire orientation as well as at the annual program in-service trainings.

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Main Lobby, Break Room and Congregate Sites

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

- Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

- Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Metro Social Services has no formal plan, rather follows the practice of utilizing the most recent vendor list for interpreter services. Staff are instructed to first contact a Program Manager, who will walk them through accessing interpreter services for the customer.

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

- Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
------	------

	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

SPORTS AUTHORITY

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: 064-Sports Authority Year: FY21

Title VI Coordinator: Melissa Wells

Form Completed By: Melissa Wells

Form Completion Date: 6/1/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No Previous Title VI Coordinator for the Sports Authority recently resigned.

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Access is provided to training resources.

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No Previous Title VI Coordinator for the Sports Authority recently resigned.

How does your department disseminate Title VI information (including your language access plan) to all employees?

Information is shared with staff through staff meetings and e-mail.

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

The Title VI Coordinator for the Sports Authority responds to questions, concerns, complaints, or requests from the public.

Do you provide this in languages other than English?

Yes No If requested.

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

The Title VI Coordinator for the Sports Authority responds to questions, concerns, complaints, or requests for additional information.

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No If requested.

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? 0

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

Yes N/A No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

Yes N/A No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

STATE FAIR

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Fairgrounds Year: 2021

Title VI Coordinator: Kristi Harris Form Completed By: Kristi Harris

Form Completion Date: Click or tap to enter a date.

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period?

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

- Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

- Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

We do not receive any federal funds or grants

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

- Yes No

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
	Select an Item
	Select an Item

	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

Fairgrounds does not have these committees

WATER

Metropolitan Government of Nashville and Davidson County Title VI Questionnaire

Department: Metro Water Services Year: 2021

Title VI Coordinator: Juanita Davis Form Completed By: Juanita Davis

Form Completion Date: 6/4/2021

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance. Title VI states that:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Federal Government requires all entities that receive federal financial assistance to develop training, procedures, and practices that ensure compliance with Title VI. To that end, Metropolitan Government of Nashville and Davidson County collects and annually updates the information requested below.

Training

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training in any of the last three years?

Yes No

Does your department provide Title VI training to all new employees?

Yes No

If so, how is the training provided?

During New Hire Orientation thru video

Not Provided

*If you have written training material, please provide it by attaching it to this response.

Metro's Title VI compliance plan relies on Coordinators in each department to lead efforts in their department. To do this effectively, the Metro Human Relations Commission offers an annual training for departmental Title VI Coordinators.

Did your department Title VI Coordinator attend the annual training for the current year?

Yes No

How does your department disseminate Title VI information (including your language access plan) to all employees?

We have information posted in all areas

We Do Not

Notice to Beneficiaries of Protection under Title VI

Does your department provide information to the public regarding your Title VI obligations, the protections against discrimination afforded to by Title VI, and how complaints can be filed?

Yes No

List all locations where the notice is posted:

All Metro Water Services buildings

Do you provide this in languages other than English?

Yes No

Title VI Complaint Procedure

Does your department have a written procedure for accepting, investigating and tracking Title VI complaints?

Yes No

If Yes, please provide it by attaching it to this response.

If No, do you refer all complaints to the Metro Human Relations Commission?

Yes No

How does your department communicate information about the complaint procedure to the public?

Posted Signs Website

Other If the information was requested we would send it out.

Do you provide this complaint procedure in languages other than English, pursuant to language access plan?

Yes No

Record of Title VI Complaints, Investigations and Lawsuits

Does your department keep a record of all Title VI complaints, investigations and lawsuits?

Yes No

How many Title VI complaints, investigations and lawsuits did you have this annual reporting period? none

For each complaint, list the date that the investigation, lawsuit or complaint was filed; the status of the investigation, lawsuit or complaint; action taken in response to the investigation, lawsuit or complaint; and a summary of the allegation(s).

Date	Status	Action Taken	Summary
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a	Select an	

	Status	Action	
Select a Date	Select a Status	Select an Action	
Select a Date	Select a Status	Select an Action	

Monitoring Subrecipients

If your department receives federal financial assistance from a primary source (such as the federal or state government) and then distributes any part of that assistance to another entity, you have an obligation to monitor that “subrecipient” for Title VI compliance. Subrecipients may be contractors, subcontractors or grantees.

Do you distribute any of the federal financial assistance you receive to a subrecipient (contractor, subcontractor or grantee)?

- Yes No

If Yes, how do you monitor subrecipients for compliance with Title VI obligations?

Language Access to Persons who are limited English Proficient

Title VI requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities by eligible persons with limited English proficiency. This generally means that departments should adopt a language access plan that provides guidance to all staff on when and how to provide language assistance to constituents who are limited English proficient.

Does your department have a written language plan?

- Yes No

If Yes, please provide it by attaching it to this response.

If No, please state what steps your department is taking to adopt a policy and when the policy will be implemented?

Minority Representation on Planning or Advisory Bodies

When a department selects community members for planning or advisory committees related to a program or service supported by federal financial assistance, the selection process should not deny an individual on the basis of race, color, or national origin the opportunity to participate.

Did your department select members for any non-elected planning or advisory committees related to any program or service supported by federal financial assistance?

- Yes No Not that I am aware of

If Yes, provide a table depicting the membership of that body broken down by race...

Name	Race
	Select an Item
	Select an Item

	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item
	Select an Item

Please provide a description of the process the agency uses to encourage the participation of minorities on such committees.

APPENDIX A

Metro Government of Nashville & Davidson County Title VI Coordinators

DEPARTMENT	TITLE VI COORDINATOR
Arts Commission	Ian Myers
Beer Board	Julie Welch
Codes Administration	Emily Lamb & Alicia Viravouth
Criminal Court Clerk	Amy Rooker
Davidson County Sheriff's Office (DCSO)	Marsha Travis & Meshawn Cook
Election Commission	Joan Nixon
Emergency Communications – 911 (ECC)	Lynette Dawkins
Fairgrounds	Kristi Harris
Finance	Kimberly Northern
Fire	Jamie Summers
General Services	Velvet Hunter
Historical Commission	Paula Person
Human Relations Commission	Melody Fowler-Green
Human Resources	Monica Anderson
Information Technology Services (ITS)	Leslie Mayo
Internal Audit	Qian Yuan
Justice Integration Systems	Nathalie Stiers
Juvenile Court	Jessica Robertson
Juvenile Court Clerk	Telisa Phelps
Legal	Mark Murray
Metropolitan Development & Housing Agency (MDHA)	Pat Thicklin
Metro Action Commission (MAC)	Gerri Walker
Metro Clerk	Austin Kyle
Metro Council Office	Roseanne Hayes
Metro Nashville Police Department (MNPd)	Sue Bibb
Metro Nashville Public Schools (MNPS)	Julie McCargar
Metro Office of Family Safety	LaToya Townsend
Metro Public Health	Jose Cruz
Metro Sports Authority	Melisa Wells
Metro Transit Authority (MTA)	Shontrill Lowe
Municipal Auditorium	Don Harris
Music City Center (MCC)	Heidi Runion
Nashville Farmer's Market	Tracey Ray
Nashville Public Library	Susan L. Dye & Sherry Adams
Office of Emergency Management	Jamie Summers
Parks & Recreation	Aaron Shelton
Planning Commission	Josie Bass
Public Defender	Annette Crutchfield
Public Works	Charles Boddie
Social Services	Yuri Hancock
State Trial Courts (STC)	Janet Hobson & Brian Leftwich
Water Services (WS)	Juanita Davis
Grants	Vaughn Wilson

APPENDIX B

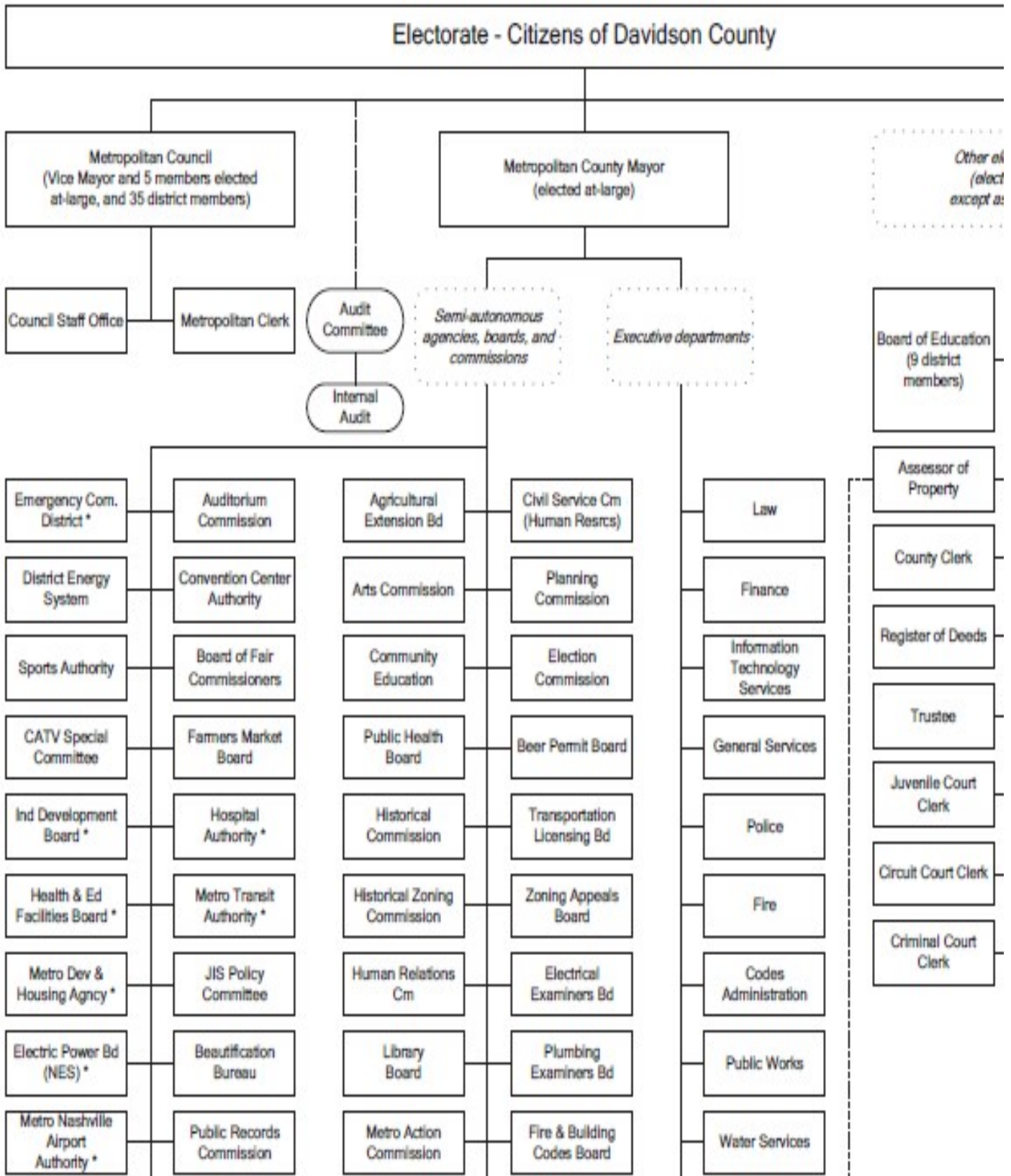
Members of the Metro Council

Membership of the Metropolitan Council of Nashville and Davidson County 2019-2023 (MASTER PUBLIC LIST)

CouncilMembers@nashville.gov ** We kindly request this not be used for automated or spam purposes.

District	Member Name	Physical Address	Office Extention	Public Number	Email
Vice Mayor	Shulman, Jim	One Public Square, Suite 204	615-880-3357	615-584-1082	jim.shulman@nashville.gov
At-Large 1	Mendes, Bob	One Public Square, Suite 204	615-432-1341	615-756-3533	bob.mendes@nashville.gov
At-Large 2	Hurt, Sharon	One Public Square, Suite 204	615-432-1342	615-804-9852	sharon.hurt@nashville.gov
At-Large 3	Allen, Burkley	One Public Square, Suite 204	615-432-1343	615-383-6604	burkley.allen@nashville.gov
At-Large 4	Glover, Steve	One Public Square, Suite 204	615-432-1344	615-883-1378	steve.glover@nashville.gov
At-Large 5	Suara, Zulfat	One Public Square, Suite 204	615-432-1345	615-585-2558	zulfat.suara@nashville.gov
1	Hall, Jonathan	One Public Square, Suite 204	615-432-1301	615-586-3046	jonathan.hall@nashville.gov
2	Toombs, Kyonzte	One Public Square, Suite 204	615-432-1302	615-601-5127	kyonzte.toombs@nashville.gov
3	Gamble, Jennifer	One Public Square, Suite 204	615-432-1303	615-860-2602	jennifer.gamble@nashville.gov
4	Swope, Robert	One Public Square, Suite 204	615-432-1304	615-308-0577	robert.swope@nashville.gov
5	Parker, Sean	One Public Square, Suite 204	615-432-1305	615-339-6946	sean.parker@nashville.gov
6	Withers, Brett	One Public Square, Suite 204	615-432-1306	615-427-5946	brett.withers@nashville.gov
7	Benedict, Emily	One Public Square, Suite 204	615-432-1307	n/a	emily.benedict@nashville.gov
8	VanReece, Nancy	One Public Square, Suite 204	615-432-1308	931-297-4148	nancy.vanreece@nashville.gov
9	Hancock, Tonya	One Public Square, Suite 204	615-432-1309	n/a	tonya.hancock@nashville.gov
10	Young, Zach	One Public Square, Suite 204	615-432-1310	615-390-6840	zachary.young@nashville.gov
11	Hagar, Larry	One Public Square, Suite 204	615-432-1311	615-972-4335	larry.hagar@nashville.gov
12	Evans, Erin	One Public Square, Suite 204	615-432-1312	n/a	erin.evans@nashville.gov
13	Bradford, Russ	One Public Square, Suite 204	615-432-1313	n/a	russ.bradford@nashville.gov
14	Rhoten, Kevin	One Public Square, Suite 204	615-432-1314	615-483-9535	kevin.rhoten@nashville.gov
15	Syracuse, Jeff	One Public Square, Suite 204	615-432-1315	n/a	jeff.syracuse@nashville.gov
16	Welsch, Ginny	One Public Square, Suite 204	615-432-1316	615-293-3365	ginny.welsch@nashville.gov
17	Sledge, Colby	One Public Square, Suite 204	615-432-1317	615-442-3727	colby.sledge@nashville.gov
18	Cash, Tom	One Public Square, Suite 204	615-432-1318	n/a	thomas.cash@nashville.gov
19	O'Connell, Freddie	One Public Square, Suite 204	615-432-1319	n/a	freddie.oconnell@nashville.gov
20	Roberts, Mary Carolyn	One Public Square, Suite 204	615-432-1320	615-977-9262	marycarolyn.roberts@nashville.gov
21	Taylor, Brandon	One Public Square, Suite 204	615-432-1321	615-946-9700	brandon.taylor@nashville.gov
22	Hausser, Gloria	One Public Square, Suite 204	615-432-1322	615-307-0823	gloria.hausser@nashville.gov
23	Druffel, Thom	One Public Square, Suite 204	615-432-1323	615-767-6458	thom.druffel@nashville.gov
24	Murphy, Kathleen	One Public Square, Suite 204	615-432-1324	615-422-7109	kathleen.murphy@nashville.gov
25	Pulley, Russ	One Public Square, Suite 204	615-432-1325	n/a	russ.pulley@nashville.gov
26	Johnston, Courtney	One Public Square, Suite 204	615-432-1326	n/a	courtney.johnston@nashville.gov
27	Nash, Bob	One Public Square, Suite 204	615-432-1327	n/a	bob.nash@nashville.gov
28	Vercher, Tanaka	One Public Square, Suite 204	615-432-1328	n/a	tanaka.vercher@nashville.gov
29	Porterfield, Delishia	One Public Square, Suite 204	615-432-1329	615-208-3068	delishia.porterfield@nashville.gov
30	Sepulveda, Sandra	One Public Square, Suite 204	615-432-1330	615-389-2795	sandra.sepulveda@nashville.gov
31	Rutherford, John	One Public Square, Suite 204	615-432-1331	615-829-6004	john.rutherford@nashville.gov
32	Styles, Joy	One Public Square, Suite 204	615-432-1332	615-717-4017	joy.styles@nashville.gov
33	Lee, Antoinette	One Public Square, Suite 204	615-432-1333	615-755-5482	antoinette.lee@nashville.gov
34	Henderson, Angie	One Public Square, Suite 204	615-432-1334	615-260-5530	angie.henderson@nashville.gov
35	Rosenberg, Dave	One Public Square, Suite 204	615-432-1335	615-208-7129	dave.rosenberg@nashville.gov

APPENDIX C



APPENDIX D

Title VI Report, FY21

<i>GRANTOR</i>	<i>TITLE</i>	<i>AWARD</i>	<i>GRANT END DATE</i>
ARTS COMMISSION			
AMERICANS FOR THE ARTS	Diversity in Arts Leadership 20-21	\$17,500.00	2/20/2021
NATIONAL ENDOWMENT FOR THE ARTS	Major Cultural Institution 21	\$86,600.00	6/30/2021
NATIONAL ENDOWMENT FOR THE ARTS	R.E.A.L. Arts Project 21-22	\$50,000.00	11/30/2022
NATIONAL ENDOWMENT FOR THE ARTS	Creativity Connects 17-18	\$85,000.00	6/30/2021
NATIONAL ENDOWMENT FOR THE ARTS	Cares Act 21	\$50,000.00	6/30/2021
TENNESSEE ARTS COMMISSION	Arts Build Communities 21	\$34,560.00	6/30/2021
TWO SIGMA INVESTMENTS, LP	Two Sigma Data Clinic 21	\$0.00	6/30/2021
COMMUNITY EDUCATION COMMISSION			
U.S. DEPARTMENT OF AGRICULTURE	Flora Family Foundation 19-20	\$10,000.00	10/1/2020
DISTRICT ATTORNEY			
U.S. DEPARTMENT OF JUSTICE	VOCA Hispanic, Child, and Family 20-23	\$756,612.00	6/30/2023
ELECTION COMM.			
CENTER FOR TECH AND CIVIC LIFE	Center For Tech and Civic Life COVID19 20-20	\$475,915.00	6/30/2021
U.S. ELECTION ASSISTANCE COMMISSION	Security State Reimbursement 20-23	\$25,000.00	1/15/2023
U.S. ELECTION ASSISTANCE COMMISSION	COVID19 State Reimbursement 20-20	\$672,367.50	12/31/2020
FARMERS MKT.			
SECOND HARVEST FOOD BANK OF MID. TN	Second Harvest CARES Food Vendor 20-20	\$100,000.00	12/30/2020
TENN. DEPT. OF AGRICULTURE	Tennessee CARES Act Coronavirus Agricultural and Forestry Business Fund 20-20	\$250,000.00	12/30/2020
FINANCE DEPARTMENT			
LIVING CITIES	City Accelerator 20	\$50,000.00	6/30/2021
U.S. DEPARTMENT OF HOMELAND SECURITY	FEMA-4550-DR-TN (May 3-4, 2020) 20-24	\$909,007.91	5/2/2024
U.S. DEPARTMENT OF HOMELAND SECURITY	Flood Public Assistance 10-15	\$83,338,847.60	4/29/2025
U.S. DEPARTMENT OF HOMELAND SECURITY	FEMA-4476-DR-TN (3-3-2020) 20-24	\$4,811,668.25	3/2/2024
FIRE DEPARTMENT			
STATE FARM INSURANCE COMPANY	2018 State Farm Arson Dog Program 18-23	\$25,000.00	7/31/2023
TENN. DEPARTMENT OF HEALTH	Emergency Medical Service Ambulance Assistance Program 20-21	\$24,150.00	3/31/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	CARES Act Provider Relief Fund for COVID-19 Round 1 & 2 20-20	\$372,542.40	12/31/2020
U.S. DEPARTMENT OF HOMELAND SECURITY	Assistance to Fire Fighters Grant Program COVID-19 Supplemental (AFG-S) 20-21	\$903,301.04	8/5/2021
GENERAL SESSIONS CT.			
TENN. ADMIN. OFFICE OF THE CTS.	Community Court Grant Program: Creating Avenues of Restoration and Empowerment 18-20	\$167,811.02	8/31/2020
TENN. DEPT. OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES	TN Web-Based Information Technology Systems 21	\$60,000.00	6/30/2021
TENN. DEPT. OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES	TN Web-Based Information Technology Systems 22	\$60,000.00	6/30/2022
HEALTH DEPARTMENT			
	Friends of MACC Allocation #1 19-22	\$30,500.00	8/14/2022
AMERICAN SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS	ASCPA Rabbit Anti-Cruelty 20	\$5,000.00	9/30/2020
ASSOCIATION OF FOOD AND DRUG OFFICIALS	FDA Southeast Region Seminar 21-21	\$2,000.00	12/31/2021
CENTER FOR DISEASE CONTROL (CDC)	STD Fast Track Clinic 21-21	\$10,000.00	6/30/2021
CENTER FOR DISEASE CONTROL (CDC)	Hi Impact Area Substance Misuse Epidemic Response 20-21	\$759,900.00	8/30/2021
CENTER FOR DISEASE CONTROL (CDC)	NACCHO STD Fast Track Clinic 19-20	\$30,000.00	7/31/2020
CENTER FOR NONPROFIT MANAGEMENT	Ending The HIV Epidemic Consultant 21	\$0.00	9/30/2021
COMMUNITY FUND RAISER	Emergency Medical Care for Metro Animal Care & Control 17-19	\$15,000.00	
COMMUNITY FUND RAISER	Emergency Medical Care for Metro Animal Care & Control 18-20	\$13,300.00	
ENVIRONMENTAL PROTECTION AGENCY	Air Pollution 105 19-21	\$2,068,827.00	9/30/2021
HEALTH RESOURCES & SERVICES ADMINISTRATION	Healthy Start Initiative Eliminating Racial and Ethnic	\$1,401,356.00	3/31/2021

HEALTH RESOURCES & SERVICES ADMINISTRATION	Healthy Start 19-24	\$22,899.00	3/31/2024
MARJORIE NUEHOFF PRIVATE FOUNDATION	Marjorie Nuehoff 21-21	\$7,500.00	6/30/2021
METRO ANIMAL CARE & CONTROL	Friends of MACC Microchip #2 18-19	\$260.00	9/30/2020
METRO ANIMAL CARE & CONTROL	HIV Emergency Relief 20-21	\$4,374,504.00	2/28/2021
METRO ANIMAL CARE & CONTROL	Friends of MACC Microchip 18-19	\$800.00	9/30/2020
METRO ANIMAL CARE & CONTROL	Friends of MACC & Control Safety Net 21	\$20,000.00	6/30/2021
METRO ANIMAL CARE & CONTROL	Friends of MACC & Control Field Services 21	\$3,700.00	6/30/2021
METRO ANIMAL CARE & CONTROL	Friends of MACC & Control Emergency Medical Care 20-20	\$10,000.00	12/31/2020
METRO ANIMAL CARE & CONTROL	Friends of MACC & Control Emergency Medical Care 19-19	\$10,000.00	12/31/2020
METRO ANIMAL CARE & CONTROL	HIV Emergency Relief 21-22	\$1,010,627.00	2/28/2022
METROPOLITAN INTERDENOMINATIONAL CHURCH	Data Across Sectors Health 21-21	\$2,500.00	12/31/2021
NASHVILLE PREDATORS FOUNDATION	Nashville Predators Foundation Weber Woof Pack 18-20	\$7,000.00	12/31/2020
PETHEALTH SERVICES (USA) INC	Diane & Bob Hoover Annual Innovaton 20-20	\$10,000.00	12/31/2020
PETHEALTH SERVICES (USA) INC	Health Promotion Services 21-22	\$318,500.00	6/30/2022
TENN. DEPARTMENT OF HEALTH	Grant in Aid 21	\$725,200.00	6/30/2021
TENN. DEPARTMENT OF HEALTH	Fetal Infant Mortality Review 21	\$318,600.00	6/30/2021
TENN. DEPARTMENT OF HEALTH	Prenatal Presumptive Eligibility 20-22	\$619,800.00	6/30/2022
TENN. DEPARTMENT OF HEALTH	Healthy Built Environments 19-20	\$20,000.00	3/31/2024
TENN. DEPARTMENT OF HEALTH	Healthy Start 19-21	\$1,056,700.00	9/30/2020
TENN. DEPARTMENT OF HEALTH	Tobacco Prevention Program Services 19	\$489,900.00	6/30/2021
TENN. DEPARTMENT OF HEALTH	Viral Hepatitis Services 20-21	\$139,600.00	6/30/2021
TENN. DEPARTMENT OF HEALTH	TennCare Dental Prevention Oral Health 20-22	\$1,804,200.00	6/30/2022
TENN. DEPARTMENT OF HUMAN SERVICES	Childcare Agency Immunization Audits 19-20	\$28,300.00	9/30/2020
U.S. DEPARTMENT OF AGRICULTURE	Women, Infant and Children (WIC) 18-21	\$14,150,400.00	9/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Breast and Cervical Cancer Screening 20-23	\$352,500.00	6/30/2023
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Tuberculosis Control Prevention Outreach Services 21	\$2,919,800.00	6/30/2022
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	HIV Emergency Relief COVID19 20-21	\$917,764.00	3/31/2022
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	HIV Core Medical & Early Intervention Services 20-21	\$101,100.00	3/31/2022
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Children's Special Services 18-21	\$2,182,500.00	6/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Family Planning 17-22	\$4,925,500.00	6/30/2022
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Public Health Emergency Preparedness 17-22 (Formerly Bioterrorism)	\$4,045,935.00	6/30/2022
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Chronic Disease Prevention 19-23	\$242,400.00	6/30/2023
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	HIV AIDS Prevention, Surveillance, STD Rapid Testing and Viral Hepatitis 20-20	\$1,077,700.00	12/31/2020
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Healthy Start Initiative Eliminating Racial and Ethnic Disparities (Nashville Strong Babies) 21-22	\$986,796.00	3/31/2022
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Public Health Emergency Preparedness and Crisis Response 20-21	\$86,400.00	6/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Immunization 20	\$1,091,200.00	6/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Tobacco Use Prevention Services 20-23	\$127,500.00	3/31/2023
U.S. DEPARTMENT OF JUSTICE OJP	Comprehensive Opioid Abuse 20-23	\$1,040,371.00	9/30/2022
U.S. ENVIRONMENTAL PROTECTION AGENCY	Air Pollution 103 20-22	\$130,000.00	3/31/2022
HISTORICAL COMMISSION			
U.S. DEPARTMENT OF ENVIRONMENT AND CONSERVATION	Centennial Park Preservation Assessment 20-21	\$17,400.00	9/30/2021
JUVENILE COURT			
TENN. ADMIN. OFFICE OF THE CTS.	Interpreter/Translation Services 21	\$65,250.00	6/30/2021
TENN. DEPARTMENT OF CHILDREN'S SERVICES	Safe Baby Court 18-19 (Amend 5) and Safe Baby Salaries 22	\$968,179.00	6/30/2022
TENN. DEPARTMENT OF CHILDREN'S SERVICES	Teen Outreach 21	\$3,500.00	6/30/2021
TENN. DEPARTMENT OF CHILDREN'S SERVICES	State Supplement Juvenile Court Improvement 19-24	\$45,000.00	6/30/2024
TENN. DEPARTMENT OF CHILDREN'S SERVICES	Child and Family Intervention 19-20	\$1,737,332.00	6/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Child Support Enforcement Title IV-D 19	\$3,950,889.80	6/30/2022

U.S. DEPARTMENT OF JUSTICE	Wrapping Around Families for Success 21-22	\$534,195.00	6/30/2022
MAYOR'S OFFICE			
CITIES FOR FINANCIAL EMPOWERMENT FUNDS	Consumer Financial Protection Initiative 18-19	\$125,000.00	9/30/2020
COORD	COORD Smart Loading Zone 20-20	\$0.00	12/1/2020
REGIONS FOUNDATION OF TN	Regions Foundation of Tennessee Barnes Funding 20-21	\$250,000.00	6/30/2021
STATE OF TN: ECONOMIC AND COMMUNITY DEVELOPMENT	LiftTN Microenterprise Grant: KIVA 0% Loan Fund 18-21	\$68,100.00	6/29/2021
METRO ACTION			
GLOBAL PHILANTHROPY PARTNERSHIP	The Green Jobs Initiative of the NCRP 19-20	\$300,000.00	6/30/2021
TENN. DEPARTMENT OF HUMAN SERVICES	Community Services Poverty Fund (CSPF) 21	\$25,050.00	6/30/2021
TENN. DEPT. OF LABOR AND WORKFORCE DEVELOPMENT	SNAP Employment & Training 20-20	\$135,544.00	9/30/2020
TENN. DEPT. OF LABOR AND WORKFORCE DEVELOPMENT	WIOA (Workforce Innovation & Opportunity Act) 21-22	\$800,000.00	6/30/2022
THE COMMUNITY FOUNDATION OF MIDDLE TENNESSEE	Opportunity NOW 19-20	\$420,000.00	9/30/2020
THE KRESGE FOUNDATION	Kresge Foundation 19-21	\$510,000.00	11/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Low Income Home Energy Assistance Program (LIHEAP) 18-19	\$12,483,186.00	6/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	CARES Act Community Service Block Grant (CSBG) 20-22	\$1,870,794.01	1/9/2023
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Community Service Block Grant (CSBG) 19-20	\$1,668,199.38	9/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Head Start/ Early Head Start 20	\$15,789,728.00	6/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Child and Adult Care Food Program & NAZA HS 20-21	\$1,221,931.75	9/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Head Start/ Early Head Start COVID19 21-23	\$410,823.00	3/31/2023
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Summer Food 20-20	\$369,156.20	7/31/2020
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Low Income Home Energy Assistance Program (LIHEAP) 21	\$6,761,438.00	9/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Low Income Home Energy Assistance Program (LIHEAP) CARES (10) 20-21	\$1,459,928.00	7/31/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	LIHEAP Supplemental Benefit Funds (20-10) 20-21	\$1,639,666.00	7/31/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Head Start/ Early Head Start 20-25	\$15,135,455.00	6/30/2021
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Community Service Block Grant (CSBG) 20-22	\$1,399,627.82	9/30/2022
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Child and Adult Care Food Program NAZA HS 19-20	\$1,191,647.89	9/30/2020
U.S. DEPARTMENT OF HOUSING & URBAN DEV.	MDHA Community Development Block Grant COVID19 (CDBG-CV) 20-21	\$1,408,321.75	9/30/2021
U.S. DEPARTMENT OF JUSTICE	VOCA Serving Youth and Young Adults with Trauma 19-19	\$500,000.00	10/1/2020
U.S. DEPARTMENT OF JUSTICE	VOCA (Access to Services) 21-21	\$40,000.00	10/1/2020
U.S. DEPT. OF THE TREASURY	Emergency Relief Assistance 21-21	\$20,888,561.90	12/31/2021
OFFICE OF EMERG. MGMT.			
TN HIGHLAND RIM HEALTHCARE COALITION	TN Highland Rim Funding Request 19-20	\$15,545.34	11/30/2020
U.S. DEPARTMENT OF HOMELAND SECURITY	2020 Homeland Security 19-22	\$298,042.00	4/30/2023
U.S. DEPARTMENT OF HOMELAND SECURITY	Emergency Management Performance Grant (EMPG) 18-20	\$188,350.00	9/30/2020
U.S. DEPARTMENT OF HOMELAND SECURITY	Emergency Management Performance Grant (EMPG) 19-22	\$188,350.00	9/30/2021
U.S. DEPARTMENT OF HOMELAND SECURITY	Port Security Program 18-21	\$699,285.00	8/31/2021
U.S. DEPARTMENT OF HOMELAND SECURITY	2019 Homeland Security 19-22	\$230,654.00	4/30/2022
U.S. DEPARTMENT OF HOMELAND SECURITY	2018 Homeland Security 18-21	\$294,451.00	4/30/2021
U.S. DEPARTMENT OF TRANSPORTATION	Hazardous Materials Emergency Preparedness 19-20	\$50,000.00	9/30/2021
OFFICE OF FAMILY SAFETY			
	Alliance for Hope MOU 21-21	\$5,000.00	6/30/2021
U.S. DEPARTMENT OF JUSTICE	OVW Improv. Criminal Justice Responses to Sexual Assault, Domestic/Dating Violence, & Stalking 18-21	\$745,325.00	9/30/2021
U.S. DEPARTMENT OF JUSTICE	VOCA Victim Service - Equipment 21-21	\$50,000.00	6/30/2021
U.S. DEPARTMENT OF JUSTICE	OVC Enhanced Language and Other Access to Services Program 19-21	\$200,000.00	9/30/2021
U.S. DEPARTMENT OF JUSTICE	STOP, Fatality Review Technical Assistance 20-23	\$300,000.00	6/30/2023
U.S. DEPARTMENT OF JUSTICE	Smart Prosecution Initiative: Cherished Hearts 19-20	\$118,995.00	9/30/2020
PARKS & RECREATION			
CENTENNIAL PARK CONSERVANCY	Parthenon Wi-Fi 20	\$35,836.00	

ETHOS CHURCH	Ethos Church 19-20	\$1,530.00	8/1/2020
FRIENDS OF BELLS BEND PARK	Friends Of Bells Bend Trail Signs 21	\$0.00	
FRIENDS OF MACC	Friends of Metro Animal Care & Control Emergency Medical Fund 21	\$2,500.00	6/30/2021
FRIENDS OF RED CABOOSE PARK	Red Caboose Bellevue Park 21	\$19,000.00	
FRIENDS OF SHELBY PARK & BOTTOMS	Shelby Basketball 21	\$0.00	
FRIENDS OF SHELBY PARK & BOTTOMS	Comelia Fort Park 19	\$27,780.00	7/1/2020
FRIENDS OF SHELBY PARK & BOTTOMS	Shelby Park and Bottoms Improvements 21	\$0.00	
FRIENDS OF SHELBY PARK & BOTTOMS	Shelby Golf Tree Design 20-21	\$0.00	
FRIENDS OF SHELBY PARK & BOTTOMS	Friends of Warner Park Staffing 21-21	\$59,183.72	12/31/2021
FRIENDS OF TWO RIVERS MANSION	Friends of Two Rivers Mansion Staffing 22	\$24,793.98	6/30/2022
FRIENDS OF WARNER PARKS	Friends of Warner Parks SWEAT 20-20	\$89,050.00	12/31/2020
FRIENDS OF WARNER PARKS	Friends of Warner Parks Staffing 20-20	\$8,184.00	12/31/2020
FRIENDS OF WARNER PARKS	Friends of Warner Parks Shelter Blind 21	\$0.00	
FRIENDS OF WARNER PARKS	Friends Of Warner Parks Restoration Projects 21	\$0.00	
FRIENDS OF WARNER PARKS	Friends of Warner Parks McCabe Little League 21	\$0.00	
FRIENDS OF WARNER PARKS	Friends of Warner Parks Improvements 21	\$0.00	
FRIENDS OF WARNER PARKS	Friends of Warner Parks Kiosk 20-20	\$0.00	12/31/2020
FRIENDS OF WARNER PARKS	Friends of Warner Parks SWEAT 21-21	\$33,233.71	12/31/2021
FRIENDS OF WARNER PARKS	Friends of Warner Park Percy Warner Golf Course 19-20	\$0.00	10/31/2020
GREENWAYS FOR NASHVILLE	Greenways HCA 440 18-22	\$120,000.00	1/1/2022
GREY CARTER	Parthenon Grey Carter Paintings 20-21	\$0.00	6/30/2021
HISTORIC CAPITOL CORRIDOR FOUNDATION (HCCF)	Church Street Park HCCF 20	\$0.00	
JARVIS SIGNS	Mumaw Signage 19	\$0.00	
MCCABE LITTLE LEAGUE	McCabe Little Improvement 21	\$0.00	
NASHVILLE PARKS FOUNDATION	Betty Brown Tree Trail Signage 19	\$0.00	
NASHVILLE PARKS FOUNDATION	Frankie Pierce Park 19	\$500,000.00	7/1/2020
NASHVILLE PARKS FOUNDATION	Elmington Park Tennis 19	\$200,000.00	8/1/2020
NASHVILLE PARKS FOUNDATION	Fort Negley Masterplan NPF 21	\$100,000.00	
TENN. DEPARTMENT OF ENVIRONMENT & CONSERVATION	TDEC Capitol View Park 19-21	\$100,000.00	2/21/2021
TENN. DEPARTMENT OF HUMAN SERVICES	Child and Adult Care Food Program 19-20	\$421,800.00	
TENN. DEPARTMENT OF TRANSPORTATION	Greenways TAP Opry Mills 17-22	\$1,000,000.00	7/1/2022
THE CONSERVANCY FOR THE PARTHENON AND CENTENNIAL PARK	Centennial Master Plan Support 14-16	\$4,000,000.00	
VP TUMBL, AMERICAN GYMNAST, FLIP FEST & USAGTN	McCabe Little League 21	\$0.00	
PLANNING COMMISSION			
TENN. DEPARTMENT OF TRANSPORTATION	Congestion Mitigation and Air Quality General Competition 18-21	\$1,184,684.00	11/20/2021
POLICE DEPARTMENT			
STATE OF TN. DEPT. OF STATE	Middle TN ICAC Task Force 21-26	\$1,200,000.00	6/30/2026
TENN. DEPT. OF SAFETY AND HOMELAND SECURITY	2021 TN Highway Safety Office DUI 20-21	\$491,908.51	9/30/2021
TENN. DEPT. OF STATE	Internet Crimes Against Children (ICAC) 17	\$1,200,000.00	6/30/2021
U.S. DEPARTMENT OF JUSTICE	Justice Assistance Grant 17-20	\$487,362.00	9/30/2020
U.S. DEPARTMENT OF JUSTICE	Bullet Proof Vest 20-21	\$17,921.54	8/30/2022
U.S. DEPARTMENT OF JUSTICE	Law Enforcement Mental Health and Wellness Act (LEMHWA) 19-21	\$94,546.00	8/31/2021
U.S. DEPARTMENT OF JUSTICE	2020 PSN Middle Grant 19-21	\$287,436.00	6/30/2021
U.S. DEPARTMENT OF JUSTICE	Justice Assistance Grant 19-22	\$481,585.00	9/30/2022
U.S. DEPARTMENT OF JUSTICE	Justice Assistance Grant 18-20	\$495,317.00	9/30/2021
U.S. DEPARTMENT OF JUSTICE	DNA Capacity Enhancement for Backlog Reduction (CEBR) Program 20-21	\$250,000.00	12/31/2021
U.S. DEPARTMENT OF JUSTICE	2021 VOCA Victim Service Coordinator 20-22	\$1,079,201.00	6/30/2022
U.S. DEPARTMENT OF TRANSPORTATION	2020 TN Highway Saturation Office DUI 19-20	\$490,562.01	9/30/2020

PUBLIC LIBRARY

INSTITUTE OF MUSEUM AND LIBRARY SERVICES	LSTA Technology 20-21	\$18,258.00	5/31/2021
INSTITUTE OF MUSEUM AND LIBRARY SERVICES	Library Services 20-21	\$51,900.00	5/31/2021
NASHVILLE PUBLIC LIBRARY FOUNDATION	NAZA Youth Level Outcomes Framework Research 19-20	\$43,377.00	7/1/2021
NASHVILLE PUBLIC LIBRARY FOUNDATION	T.O.T.A.L. (Totally Outstanding Teen Advocates for the Library) 21	\$89,500.00	6/30/2021
TENN. STATE LIBRARY & ARCHIVES	Library Services for the Deaf and Hard of Hearing 21	\$88,000.00	6/30/2021
U.S. DEPARTMENT OF JUSTICE	TN Justice Assistance Grant: Youth Development Center 18-21	\$298,539.00	6/30/2021
U.S. DEPARTMENT OF JUSTICE	TN Justice Assistance Grant: Youth Development Center 19-21	\$348,233.00	6/30/2021

PUBLIC WORKS

KEEP AMERICA BEAUTIFUL/UPS FOUNDATION	Keep America Beautiful and UPS Parcel Service Community and Recovery Tree Planting 20-21	\$10,000.00	12/31/2021
TENN. DEPARTMENT OF ENVIRONMENT & CONSERVATION	Education and Outreach Grant 18-23	\$0.00	3/23/2023
TENN. DEPARTMENT OF ENVIRONMENT & CONSERVATION	TDEC Curbside Recycling 19-24	\$2,358,250.00	2/17/2024
TENN. DEPARTMENT OF ENVIRONMENT & CONSERVATION	Education and Outreach Grant 19-24	\$50,000.00	2/29/2024
TENN. DEPARTMENT OF ENVIRONMENT & CONSERVATION	Organics Management 17-22	\$30,000.00	12/3/2022
TENN. DEPARTMENT OF TRANSPORTATION	Congestion Mitigation and Air Quality General Competition 18-20	\$1,184,684.00	5/31/2022
TENN. DEPARTMENT OF TRANSPORTATION	Special Litter 18-20	\$200,000.00	12/30/2020
TENN. DEPARTMENT OF TRANSPORTATION	Envision Nolensville : McNally Intersection Improvements 19-23	\$931,004.75	7/1/2023
U.S. DEPARTMENT OF TRANSPORTATION	Hart Lane Pedestrian Safety Improvements - Construction 15-20	\$1,499,979.40	11/1/2020

SHERIFF

TENN. DEPARTMENT OF TRANSPORTATION	Litter 21	\$179,800.00	6/30/2021
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SOCIAL SERVICES

MDHA	MDHA HUD Youth Homelessness 18-19	\$110,696.00	9/30/2020
TENN. DEPARTMENT OF HUMAN SERVICES	GNRC Nutrition 19	\$1,016,588.00	6/30/2022
TENN. DEPARTMENT OF HUMAN SERVICES	GNRC Options (Nutrition HCBS) 19-20	\$240,000.00	6/30/2022
U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	GNRC Families First 20-21	\$147,335.00	9/30/2021
U.S. DEPARTMENT OF HOUSING & URBAN DEV.	HUD CBDG Five Year Plan 21-22	\$204,000.00	1/31/2022
U.S. DEPARTMENT OF HOUSING & URBAN DEV.	HUD Homeless Management Information Systems (HMIS) 19-21	\$150,000.00	9/30/2021
U.S. DEPARTMENT OF HOUSING & URBAN DEV.	HUD Homeless Management Information Systems (Development) 20	\$141,508.00	10/31/2020
U.S. DEPARTMENT OF HOUSING & URBAN DEV.	HUD CBDG Five Year Plan 20-21	\$125,511.00	1/31/2021

STATE TRIAL COURTS

TENN. ADMIN. OFFICE OF THE CTS.	Court Interpreter 21	\$89,296.00	6/30/2021
TENN. DEPARTMENT OF CORRECTION	Residential Drug Court Treatment 17-22	\$4,910,000.00	6/30/2022
TENN. DEPARTMENT OF CORRECTION	Community Corrections Services (TDOC) 21	\$1,512,148.00	6/30/2021
TENN. DEPT. OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES	Residential Drug Court Treatment 22	\$500,000.00	6/30/2022

WATER & SEWER

TENN. DEPARTMENT OF ENVIRONMENT & CONSERVATION	TDEC Tire Environmental Act Program 19-20	\$95,617.00	3/31/2022
U.S. DEPARTMENT OF HOMELAND SECURITY	HMGP Project 3 (3859 Crouch Drive and 4343 Eaton's Creek) 17-20	\$297,307.50	12/15/2020
U.S. DEPARTMENT OF HOMELAND SECURITY	HMGP Project 4 (3843 Crouch Drive and 4937 Shadowlawn Drive) 20-25	\$483,577.50	3/3/2021
U.S. DEPARTMENT OF HOMELAND SECURITY	FMA Project 1 (5342 Buena Vista & 3301 West Hamilton) 20-21	\$496,506.60	3/22/2021

APPENDIX E

**Fiscal Year 2021 Disadvantaged Business Report
FY21 (July 1, 2020 - June 30, 2021)**

	Disadvantaged Business													Totals			
	Ethnic Minority Male Only						Woman Owned						OS&E*	Total Disadvantaged Business	Male	Total of All Business	
	African American	Hispanic	Asian	Native American	Male Minority Owned	Total Minority Owned	African American	Hispanic	Asian	American	Non-Specific Female Minority	Non-Ethnic Female					Total Woman Owned
Agricultural Extension	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arts Commission	41,625	0	0	0	0	72,516	28,861	0	2,030	0	0	9,380	9,380	0	81,896	0	81,896
Assessor of Property	15,709	0	0	0	0	15,709	0	0	0	0	0	21,223	21,223	0	36,932	0	36,932
Auditorium Commission	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Beer Permit Board	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Circuit Court Clerk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Codes Administration	48,200	128	0	0	0	48,328	0	0	0	0	0	10,244	10,244	0	58,571	0	58,571
Community Education	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Community Oversight Board	0	0	0	0	0	6,211	0	0	6,211	0	0	469	469	0	6,680	0	6,680

Convention Center	19,979	0	0	0	0	19,979	0	0	0	0	0	59,278	59,278	0	79,257	0	79,257
County Clerk	0	0	0	0	0	0	0	0	0	0	0	9,254	9,254	0	9,254	0	9,254
Criminal Court Clerk	0	0	0	0	0	0	0	0	0	0	0	970	970	0	970	0	970
Criminal Justice Planning Unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
District Attorney General	0	0	0	0	0	0	0	0	0	0	0	3,705	3,705	0	3,705	0	3,705
District Energy System	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Election Commission	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Emergency Communications	0	0	0	0	0	0	0	0	0	0	0	1,391	1,391	0	1,391	0	1,391
Employee Benefit Board	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Farmer's Market	350,189	0	0	0	0	401,363	43,190	7,983	0	0	0	2,569,204	2,569,204	0	2,970,567	0	2,970,567
Finance	12,500	91,667	0	0	0	104,167	0	0	0	0	0	30,000	30,000	0	134,167	0	134,167
Fire	21,333	0	0	0	0	27,525	6,192	0	0	0	0	1,072,860	1,072,860	0	1,100,385	0	1,100,385
General Services	6,471,825	6,993,059	0	0	0	16,067,582	187,891	2,414,808	0	0	0	13,487,240	13,487,240	0	29,554,823	0	29,554,823
General Sessions Court Judges	1,958	0	0	0	0	1,958	0	0	0	0	0	3,447	3,447	0	5,404	0	5,404
Health	463,449	0	0	0	0	552,296	88,247	600	0	0	0	5,266,232	5,266,232	0	5,818,528	0	5,818,528

Trustee	650	0	0	0	0	650	0	0	0	0	0	248	248	0	898	0	898
Water Services	6,078,281	0	392,576	0	0	6,562,515	49,383	40,208	2,067	0	0	2,688,004	2,688,004	0	9,250,520	0	9,250,520
X-Employee Benefit Board	0	0	0	0	0	0	0	0	0	0	0	75,618	75,618	0	75,618	0	75,618
Totals	16,495,187	7,363,044	1,602,517	3,170	0	29,545,994	1,486,425	2,560,278	35,372	0	0	69,037,965	69,037,965	0	98,583,959	0	98,583,959

* OS&E (Other Socially and Economically disadvantaged Business) includes disabled and veteran owned businesses.