

RESOLUTION NO. _____

A resolution approving amendment three to a grant contract from the State of Tennessee, Department of Health, to The Metropolitan Government of Nashville and Davidson County, acting by and through the Metropolitan Board of Health, to improve the health of those residing in or visiting Davidson County through targeted strategies to prevent and control the use of tobacco products.

WHEREAS, The Metropolitan Government of Nashville and Davidson County, acting by and through the Metropolitan Board of Health, previously entered into a grant agreement with the State of Tennessee, Department of Health, approved by RS2018-1305; and,

WHEREAS, the parties wish to amend the grant agreement to increase the amount of the grant by \$31,600.00 from \$359,900.00 to \$391,500.00, to extend the end date to June 30, 2021, delete Section A.4 in its entirety and replace with a new Section A.4, delete Section A.5 in its entirety and replace with a new Section A.5, and delete Attachment 2 in its entirety and replace with a new Attachment 2, a copy of which amendment three is attached hereto; and,

WHEREAS, it is to the benefit of the citizens of The Metropolitan Government of Nashville and Davidson County that amendment three be accepted.

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

Section 1. That amendment three to the grant contract by and between the State of Tennessee, Department of Health, and The Metropolitan Government of Nashville and Davidson County, acting by and through the Metropolitan Board of Health, to improve the health of those residing in or visiting Davidson County through targeted strategies to prevent and control the use of tobacco products, a copy of which amendment three is attached hereto and incorporated herein, is hereby approved, and the Metropolitan Mayor is authorized to execute the same.

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

APPROVED AS TO AVAILABILITY OF FUNDS:

INTRODUCED BY:

DocuSigned by:

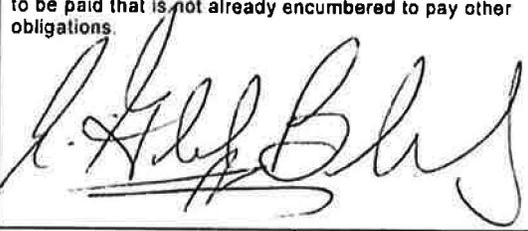
Kevin Crumbo/10
Kevin Crumbo, Director
Department of Finance

APPROVED AS TO FORM AND LEGALITY:

Member(s) of Council

DocuSigned by:

Niki Eke
Assistant Metropolitan Attorney

 GRANT AMENDMENT					
Agency Tracking #		Edison ID		Contract #	
34347-64119		59820		GG-19-59820-02	
Contractor Legal Entity Name					Edison Vendor ID
Metropolitan Government of Nashville and Davidson County					4
Amendment Purpose & Effect(s)					
To Modify Section A.4., A.5., Extend Term, Increase Maximum Liability, and Replace Attachment 2					
Amendment Changes Contract End Date:				End Date:	
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				June 30, 2021	
TOTAL Contract Amount INCREASE or DECREASE per this Amendment (zero if N/A):					\$ 31,600.00
Funding —					
FY	State	Federal	Interdepartmental	Other	TOTAL Contract Amount
2019	\$97,500.00				\$97,500.00
2020	\$262,400.00				\$262,400.00
2021	\$31,600.00				\$31,600.00
TOTAL:	\$391,500.00				\$391,500.00
<p>Budget Officer Confirmation: There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.</p> 					
Speed Chart (optional)		Account Code (optional)			
HL00017086		71301000			

**AMENDMENT THREE
OF GRANT CONTRACT GG-19-59820**

This Grant Contract Amendment is made and entered by and between the State of Tennessee, Department of Health, hereinafter referred to as the "State" and the Metropolitan Government of Nashville and Davidson County, hereinafter referred to as the "Grantee." It is mutually understood and agreed by and between said, undersigned contracting parties that the subject Grant Contract is hereby amended as follows:

1. Grant Contract section A.4. is deleted in its entirety and replaced with the following:

A.4. **Service Description:** The Grantee shall, by July 15, 2020, submit for the State's review and approval a Work Plan and supporting budget which detail the tobacco prevention and control initiative(s) that will be implemented in its local communities. The Work Plan shall focus on any or all of the following objectives:

- a. Pregnancy tobacco cessation
- b. Prevention of youth initiation of nicotine products
- c. Prevention of second-hand smoke exposure to children

The State shall provide a list of strategies for tobacco prevention and cessation from which the Grantee may choose or, with written approval from the State, the Grantee may choose an optional approach for its tobacco prevention and cessation initiative(s). The Grantee may not sub-contract to outside organizations any approved Work Plan activities without written approval by the State.

2. Grant Contract section A.5. is deleted in its entirety and replaced with the following:

A.5. **Service Reports.** The Grantee Shall use grant funds to implement its approved Work Plan and shall submit periodic progress and financial reports in a format approved by the State. Reports shall be submitted on the following schedule:

Period Covered by Reports	Due Date
July 1, 2018, through September 30, 2018	October 31, 2018
October 1, 2018, through December 31, 2018	January 31, 2019
January 1, 2019, through March 31, 2019	April 30, 2019
April 1, 2019, through June 30, 2019	July 31, 2019
July 1, 2019, through September 30, 2019	October 31, 2019
October 1, 2019, through December 31, 2019	January 31, 2020
January 1, 2020, through March 31, 2020	April 30, 2020
April 1, 2020, through June 30, 2020	July 31, 2020
July 1, 2020, through September 30, 2020	October 31, 2020

The Grantee shall submit to the State a final Closeout Report, detailing program outcomes (Attachment 1) and total expenditures for its initiative(s). The Closeout Report shall be submitted no later than November 15, 2020

3. Grant contract section B Term of Contract is deleted in its entirety and replaced with the following:

B. TERM OF CONTRACT:

This Grant Contract shall be effective for the period beginning on July 1, 2018 ("Effective Date") and ending on June 30, 2021, ("Term"). The State shall have no obligation to the Grantee for fulfillment of the Scope outside the Term.

4. Grant Contract section C.1. is deleted in its entirety and replaced with the following:

C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed Three Hundred Ninety One Thousand Five Hundred Dollars \$391,500.00 ("Maximum Liability"). The Grant Budget, attached and incorporated as Attachment 2 is the maximum amount due the Grantee under this Grant Contract. The Grant Budget line-items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Grantee.

5. Grant Contract Attachment 2 is deleted in its entirety and replaced with the new Attachment 2 attached hereto.

Required Approvals. The State is not bound by this Amendment until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

Amendment Effective Date. The revisions set forth herein shall be effective ten (10) days following the last signature. All other terms and conditions of this Grant Contract not expressly amended herein shall remain in full force and effect.

SIGNATURES NEXT PAGE

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

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



Director, Metro Public Health Department

3/12/2020

Date



Chair, Board of Health

3/11/2020

Date

APPROVED AS TO AVAILABILITY OF FUNDS:

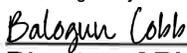
DocuSigned by:


Director, Department of Finance

3/24/2020

Date

APPROVED AS TO RISK AND INSURANCE:

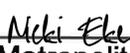
DocuSigned by:


Director of Risk Management Services

3/24/2020

Date

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:


Metropolitan Attorney

3/24/2020

Date

Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date

DEPARTMENT OF HEALTH:

Lisa Piercey, MD, MBA, FAAP
Commissioner

Date

ATTACHMENT 2
GRANT BUDGET
(BUDGET PAGE 1 of 7)

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2018, and ending June 30, 2021. ROLLUP				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$147,900.00	\$0.00	\$147,900.00
2	Benefits & Taxes	\$66,100.00	\$0.00	\$66,100.00
4, 15	Professional Fee/ Grant & Award ²	\$153,700.00	\$0.00	\$153,700.00
5	Supplies	\$15,800.00	\$0.00	\$15,800.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$0.00	\$0.00	\$0.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel/ Conferences & Meetings ²	\$8,000.00	\$0.00	\$8,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (% and method)	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$391,500.00	\$0.00	\$391,500.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A. (posted on the Internet at: <https://www.tn.gov/content/dam/tn/finance/ocjp/policy3.pdf>).

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

ATTACHMENT 2 (Continued)

GRANT BUDGET

(BUDGET PAGE 2 of 7)

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2018, and ending June 30, 2019. YEAR 1				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$64,000.00	\$0.00	\$64,000.00
2	Benefits & Taxes	\$30,000.00	\$0.00	\$30,000.00
4, 15	Professional Fee/ Grant & Award ²	\$0.00	\$0.00	\$0.00
5	Supplies	\$2,500.00	\$0.00	\$2,500.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$0.00	\$0.00	\$0.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel/ Conferences & Meetings ²	\$1,000.00	\$0.00	\$1,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (% and method)	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$97,500.00	\$0.00	\$97,500.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A. (posted on the Internet at: <https://www.tn.gov/content/dam/tn/finance/ocjp/policy3.pdf>).

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

ATTACHMENT 2 (Continued)
GRANT BUDGET LINE-ITEM DETAIL
 (BUDGET PAGE 3 of 7)

YEAR 1

SALARIES								AMOUNT	
Lillian Maddox-Whitehead, Medical Admin	\$5,288.19	x	12	x	50.0%	+	344	Longevity	\$32,073.14
Camille Farmer, Program Specialist	\$3,330.61	x	12	x	80.0%	+			\$31,973.88
ROUNDED TOTAL								\$64,000.00	

TRAVEL/ CONFERENCES & MEETINGS								AMOUNT
Local / In State Milage Reimbursements								\$1,000.00
ROUNDED TOTAL								\$1,000.00

ATTACHMENT 2 (Continued)

GRANT BUDGET

(BUDGET PAGE 4 of 7)

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2019, and ending June 30, 2020. YEAR 2				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$67,200.00	\$0.00	\$67,200.00
2	Benefits & Taxes	\$28,900.00	\$0.00	\$28,900.00
4, 15	Professional Fee/ Grant & Award ²	\$153,700.00	\$0.00	\$153,700.00
5	Supplies	\$10,600.00	\$0.00	\$10,600.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$0.00	\$0.00	\$0.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel/ Conferences & Meetings ²	\$2,000.00	\$0.00	\$2,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (% and method)	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$262,400.00	\$0.00	\$262,400.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A. (posted on the Internet at: <https://www.tn.gov/content/dam/tn/finance/ocjp/policy3.pdf>).

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

ATTACHMENT 2 (Continued)
GRANT BUDGET LINE-ITEM DETAIL
 (BUDGET PAGE 5 of 7)

YEAR 2

SALARIES							AMOUNT
Camile Farmer, PS2 BMTF Coordinator	\$2,792.90	x	12	x	100%	+	\$33,514.80
Lillian Maddox-Whitehead, Program Coordinator	\$2,806.00	x	12	x	100%	+	\$33,672.00
ROUNDED TOTAL							\$67,200.00

PROFESSIONAL FEE/ GRANT & AWARD		AMOUNT
Geographically targeted bus, benches, shelter ads x 3 mnth x multiple		\$26,250.00
Social Media ads (FB, Twitter, IG platforms) x 3 months x multiple programs		\$27,000.00
Cessation Vendor - PT contract staff for cessation efforts in HUD multi-unit housing for 6 months		\$10,455.00
BMTF media services		\$70,000.00
CEASE vendor		\$20,000.00
ROUNDED TOTAL		\$153,700.00

TRAVEL/ CONFERENCES & MEETINGS		AMOUNT
BMTF User training travel and accomodations		\$350.00
Local travel		\$150.00
Attend National Conference on Tobacco or Health 2020		\$1,500.00
ROUNDED TOTAL		\$2,000.00

ATTACHMENT 2 (Continued)

GRANT BUDGET

(BUDGET PAGE 6 of 7)

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2020, and ending June 30, 2021. YEAR 3				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1	Salaries ²	\$16,700.00	\$0.00	\$16,700.00
2	Benefits & Taxes	\$7,200.00	\$0.00	\$7,200.00
4, 15	Professional Fee/ Grant & Award ²	\$0.00	\$0.00	\$0.00
5	Supplies	\$2,700.00	\$0.00	\$2,700.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$0.00	\$0.00	\$0.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel/ Conferences & Meetings ²	\$5,000.00	\$0.00	\$5,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost (% and method)	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$31,600.00	\$0.00	\$31,600.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A. (posted on the Internet at: <https://www.tn.gov/content/dam/tn/finance/ocjp/policy3.pdf>).

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

ATTACHMENT 2 (Continued)
GRANT BUDGET LINE-ITEM DETAIL
 (BUDGET PAGE 7 of 7)

YEAR 3

SALARIES							AMOUNT
Camile Farmer, PS2 BMTF Coordinator	\$3,491.37	x	3	x	80%	+	\$8,379.29
Lillian Meddox-Whitehead, Program Coordinator	\$5,557.07	x	3	x	50%	+	\$8,335.61
ROUNDED TOTAL							\$16,700.00

TRAVEL/ CONFERENCES & MEETINGS		AMOUNT
Local Travel		\$5,000.00
ROUNDED TOTAL		\$5,000.00