

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



February 5, 2026

Tara Swafford, Board Chair
AGAPE
4555 Trousdale Drive
Nashville, TN 37204

Dear Ms. Swafford:

Please find attached the monitoring report of AGAPE relating to the contract it had with the Metropolitan Government of Nashville and Davidson County for the fiscal year ending June 30, 2024.

The Office of Financial Accountability is charged with the responsibility of monitoring grant funds, including Community Partnership Funds, from Metropolitan Nashville Government to any nonprofit organization. Staff from the Office of Financial Accountability initiated the review on August 7, 2025.

We appreciate the assistance provided by your agency during the course of the review. If you have any questions, please call me at 615-880-1725.

Sincerely,

Jane Dozier

Jane Dozier, CIA, CFE
Director, Office of Financial Accountability

cc: Chandler Means, Executive Director, AGAPE
Lori Davidson, Business Director, AGAPE
Tayler Lopez, Director of Domestic Violence Services, AGAPE
Abbi Stockwell, Grants Manager, AGAPE
Diane Lance, Director, Office of Family Safety
LaToya Townsend, Deputy Director of Development, Office of Family Safety

Sean McGuire, Finance Manager, Office of Family Safety
Jenneen Reed, Director, Department of Finance
Lauren Riley, Metropolitan Auditor, Office of Internal Audit
Kimery Grant, Office of Financial Accountability
Brittany Bryant, Office of Financial Accountability
Sheronda Freeman-Moore, Office of Financial Accountability
Decorian Bowers, Office of Financial Accountability
Metro Finance Leadership Team



Metropolitan Government of Nashville and Davidson County

AGAPE

◆ Monitoring Report ◆

Conducted by



Office of Financial Accountability

February 5, 2026

MONITORING REPORT

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INTRODUCTION

The Office of Financial Accountability (hereinafter referred to as “OFA”) has completed a monitoring review of AGAPE. A monitoring review is substantially less in scope than an audit. The OFA did not audit the financial statements and, accordingly, does not express an opinion or any assurances regarding the financial statements of AGAPE or any of its component units. The OFA is responsible for the internal monitoring of Metropolitan Government of Nashville and Davidson County (hereinafter referred to as “Metro”) agencies that receive federal and state financial assistance, including cooperative agreements and non-profit organizations that receive Direct Appropriations and Community Partnership Funds from Metro. In summary, any agreement(s) that imposes performance and/or financial requirements on Metro is subject to review by the OFA.

The purpose of this review was to assess the agency’s compliance with contractual requirements set forth in the following contract with Metro:

Contract	Type	Amount	Contract Term	
L-5819	Community Partnership Funds	\$50,000	July 1, 2023	June 30, 2024

Agency Background

AGAPE was founded in 1966 out of concern for orphaned children stuck in institutionalized orphanages. As local churches became involved, leaders knew it was time to create a board of directors and begin work. As needs further evolved, local church leaders started to offer other services such as housing for unwed mothers and medical care for children. Later in 1979, formal counseling services were added.

According to the agency’s website, in 2018, the Board of Directors for Morning Star Sanctuary, a Nashville-based domestic violence relief organization, and AGAPE, completed a process of due diligence that led to the decision for AGAPE to officially acquire the Morning Star Sanctuary Domestic Violence Shelter and Court Advocacy Program.

Over the past fifty years AGAPE has provided for the needs of over 3,000 children as well as thousands who have been helped and healed through counseling and domestic violence relief.

OBJECTIVES, SCOPE AND METHODOLOGY

The objectives of our review were:

- 1) To determine whether the agency had the resources and capacity to administer the grant funds.
- 2) To determine if costs and services were allowable and eligible.
- 3) To verify that program objectives were met.
- 4) To test the reliability of the financial and programmatic reporting.
- 5) To verify contractual compliance.

The scope of our review was limited to the contract term July 1, 2023, through June 30, 2024.

The monitoring review procedures included meeting with agency management and staff, reviewing board minutes and obtaining written representations from management. In addition, we examined certain financial records and supporting documentation necessary to ensure compliance with contractual requirements set forth in contract L-5819. Specific procedures included:

- Interviewing the employees responsible for grant management, financial reporting and accountability.
- Reviewing supporting documentation of expenditures for allowability, necessity and reasonableness.
- Reviewing the agency's general ledger and verifying the accuracy of all invoices submitted to Metro.
- Reviewing documentation to determine that funds were used for intended beneficiaries and expended in accordance with the spending plan of the contract.
- Reviewing documentation to support program activities for consistency with grant requirements.
- Assessing the financial stability of the agency and its ability to continue to administer the grant program funded by Metro.

RESULTS OF REVIEW

SUMMARY OF RESULTS

Criteria	Yes	No
Sufficient Resources and Capacity to Administer Funds?	✓	
Costs and Services Allowable and Eligible?	✓	
Program Objectives Met?	✓	
Reporting Requirements Met?	✓	
Compliance with Civil Rights Requirements?	✓	

RESULTS OF REVIEW

The overall results of the monitoring review are provided in this section. Results are based on test work performed and include conclusions regarding specific review objectives and, if applicable, recommendations for improvement and an action plan for implementation. Where applicable, the Findings and Recommendations section of this report provides more insight into any issues identified below.

1. Sufficient Resources and Capacity to Administer Grant Funds

Our review of the agency's accounting system and the qualifications of the individuals assigned to manage the accounting records indicate that the agency possesses the necessary resources and professional expertise to effectively administer the grant funds.

2. Allowable and Eligible Costs and Services

Our review covered all core compliance areas identified by 2 CFR Part 200: *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

Additionally, the Metro Grants Manual requires separate accounting of the Metropolitan Nashville Government grant funds to prevent co-mingling of Metro funds with other sources of funding. The agency was in compliance with this requirement. Different revenue classes as well as expenditure classes have been established to separately track the sources and amounts of funding. Also, the agency can easily and accurately report their expenses supported by the Metro grant.

Based on our test work, costs and services during the period were allowable and eligible.

3. Program and Performance Objectives

The contract stipulates that the agency shall use the funds to provide professional, trauma-informed services to victims of domestic and interpersonal violence by the following outcomes:

1. Providing professional trauma-informed services to victims of domestic and interpersonal violence.

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2. Assisting with petitions for Orders of Protection (collecting demographic and contact information for the petitioner and respondent, writing an abuse summary, completing necessary paperwork, and providing information about the Order of Protection process).
3. Assisting victims of domestic violence, sexual assault, and stalking with safety planning, and referrals to other resources, supports, and services.
4. Provide professional, trauma-informed services to victims of interpersonal violence.
 - Provide after hours (overnight, weekend, federal holidays) support/assistance in writing of petitions for Orders of Protection at the Office of Family Safety.
 - Help victims of domestic violence learn how to access community resources/supports.
5. Provide referrals to other victim service programs (i.e., shelter, support group, Family Safety Center, etc.), supports/resources (i.e., food access, healthcare, etc.), and court advocacy services.
 - Provide referrals to AGAPE's Director of Legal Services, Legal Aid, and pro-bono services as requested by clients.
 - Provide linkage and information to additional court advocacy services available through the Jean Crowe Advocacy Center and Family Safety Center of Nashville.
6. Provide individualized safety planning to meet the determined needs of clients.
7. Provide minimally the 5-question danger assessment to determine client level of risk.

Based on our review of program documentation and discussions with staff, the program performance objectives were met, and the agency was in compliance with contractual program objectives.

4. Reliability of Financial and Programmatic Reporting

The contract requires submission of an annual audit report performed by a Certified Public Accountant. The contract also requires the agency to submit to Metro year

RESULTS OF REVIEW

end reports of the program outcomes and a final expenditures report, no more than 45 days after the close of the contract.

We reviewed all applicable financial and programmatic reports required by the contract, including audited financial statements. Based on our review, the agency complied with all financial and programmatic reporting requirements.

5. Civil Rights Requirements

Our review did not reveal anything to indicate that the agency was noncompliant with Civil Rights requirements. The agency also has necessary written policies and procedures relating to Civil Rights. The agency has not received any complaints regarding any form of discrimination. Further, Civil Rights and ADA postings are publicly displayed.