



COMMUNITY PARTNERSHIP FUND – FY 2026

Background:

The Office of Family Safety (OFS) is seeking applications for grants to assist Davidson County victims of interpersonal violence, such as domestic violence, dating violence, sexual assault, human trafficking, child abuse, and stalking.

OFS invites organizations currently working in this field to apply for funding.

Priority Programming for FY'26

1. Priority is given to programming that fills a gap in services for marginalized and underserved populations.
2. Priority is given to applicants who have an active, collaborative working relationship on-site with the Office of Family Safety's Family Safety Centers (JCAC/FSC).
3. Proposals for meeting Nashville community needs related to interpersonal violence that are not already met by OFS and its Family Safety Centers are given priority.
4. **Priority will be given to agencies that will not/do not currently receive funding from Metro (Direct Appropriations, Community Safety, etc.) this fiscal year (FY'25/FY'26).**

Primary Goal & Outcomes of OFS CPF funds:

Goal: To better meet the **crisis and ongoing needs** of victims of domestic violence, dating violence, sexual assault, stalking, human trafficking, child abuse, and vulnerable adult abuse that are not otherwise provided by the Metropolitan Government of Nashville & Davidson County and are not sufficiently provided for by other Metro or community agencies.

Outcomes include but are not limited to:

- a) decreased gaps in services and wait times for victims of interpersonal violence
- b) increased awareness of the Family Safety Center (FSC)
- c) increased agencies and clients using the FSC building for service provision

Distribution of CPF Funds:

- A. Non-profits that have previously received CPF Funds may apply for funding up to **\$50,000**.
- B. Nonprofits that have not received CPF funds may apply for funding up to **\$10,000**.
- C. OFS has the discretion to award more than \$50,000 per non-profit if the proposals received are not sufficiently competitive. In such an instance, OFS will work with select applicants to revise the awarded agency's proposed scope of work and budget accordingly.
- D. Should Metro OFS receive an increase in CPF funding, award amounts may be revised.

Legal Basis for Grants:

TCA 7-3-314 & 6-54-111.

Eligibility

- 501(c)(3) designation of exemption from federal taxation from the Internal Revenue Service; or incorporation as a non-profit with registration identification number provided by the Secretary of State as a Charitable Organization or proof of such exemption as allowed.
- Applicant must have been in existence for at least three (3) years by application due date and total funding requested from Metro must not exceed 20% of total revenue for the latest fiscal year.
- Recipient must provide a copy of an audit conducted by a certified public accountant for latest complete fiscal year and be in compliance with contract requirements of grant awards from Metro in any previous years. This requirement may be waived for non-profits with annual budgets of less than \$50,000 and requests for grants of less than \$5,000, per Ordinance No. BL2013-578.
- Recipient must have an updated profile in GivingMatters, a non-profit database maintained by the Community Foundation of Middle Tennessee.

[Giving Matters](#)

- Funded programs must be a current MOU partner with Metro's Office of Family Safety for a minimum of 1 year or a contracted partner with OFS within the last year.
- Commitment to provide services in some capacity in the FSC where applicable.
- Funded programs must have a minimum of a 1-year history of working collaboratively with Metro's Office of Family Safety in one (1) of the following areas:
 - Staff members stationed at the Family Safety Center or Jean Crowe Advocacy Center on a scheduled and recurring basis.
 - Active member and contributing participant on one of OFS' Coordinated Community Response (CCR) teams and/or committees:
 - High-Risk Intervention Panel (HRIP)
 - Domestic Abuse Death Review Team (DADRT)
 - Suspicious Death Case Review Team
 - **IPV Taskforces & Summits**
 - Domestic Violence
 - Sexual Assault
 - Child Abuse
 - Vulnerable Adult Abuse
 - Human Trafficking
 - **IPV Subcommittees**
 - Medical / Health
 - City-wide awareness
 - Juvenile Human Trafficking
 - Pediatric Strangulation
 - **FSC Leadership Committee (onsite partners only)**
 - History of producing work products (training, programs, reports, etc.) with OFS and/or the Family Safety Center

Letter of Intent

Applicants are encouraged to submit a non-binding intent to apply to ofsfinancegrants@jnsnashville.gov by **May 16, 2025**. Applicants who do not submit a letter of intent can still apply.

Contact Information

For assistance with the requirements of this solicitation, email OFS at ofsfinancegrants@jnsnashville.gov.

Fiscal Contact: Sean McGuire, Finance Manager
(seanpmcguire@jisenashville.gov)

Programmatic Contact: LaToya Townsend, Deputy Director of Development
(latoyatownsend@jisenashville.gov)

Application & Award Timeline:

Call for proposals released by	May 02, 2025,
Submit “Intent to Apply” by	May 16, 2025
Proposal Application Submission Deadline	May 30, 2025
Award Notification	June 30, 2025
Signed Contract, budget, and disclosures due to OFS	July 07, 2025
Estimated council Meeting for contract execution	August 5, 2025
Award Start Date	July 1, 2025

Administration of CPF funds:

Metro’s Office of Family Safety will administer the grant process and oversee contracts as well as fiscal and programmatic auditing. Metro’s Office of Financial Accountability may also administer fiscal and programmatic auditing.

Mandatory Program Requirements & Grant Conditions

- Funding can only be used for program-specific operating expenses and not for general agency administrative expenditures such as main office rent and utilities, main office printing and postage, and main office administrative expenses.
 - If applying for materials and services:
 - Funds must be used by beneficiaries
 - If applying for Equipment
 - Funds must be used to deliver services to the beneficiaries
 - If applying for staff or supervision of staff
 - Staff must be providing services to beneficiaries.
 - If positions funded are a supervisory role, the portion/percentage of salary must be tied directly to the

program. (Example – if 20% of time is spent on funded program, then 20% of salary is allowable).

- Depreciation is not allowed as an expense.
- Funding cannot be used for capital projects (e.g., construction and/or renovations).
- Indirect costs are not permitted.
- Funding cannot be used for food and beverages provided to agency staff and supporters.
- Funding cannot be used for printing/mailing of agency materials unless provided to clients served under this grant.
- If subcontracting, an additional contract must be executed.
- Funds must be spent by **June 30, 2026**.

Payments:

- **Invoices must be submitted monthly**
- Grant Payments -Reimbursement basis only.
- Payments are made quarterly.

Reporting requirements:

Programmatic reports are required every quarter.

- Final Programmatic Report due 45 days after the end of the contract term.
- Annual Expenditure report – due 45 days after the end of the contract term.

Monitoring:

- Programs will be monitored fiscally and programmatically by OFS and Metro's Office of Financial Accountability.

Budget and Spending Plan

Funds may be used to support project activities such as costs related to salaries, design/printing of materials, supplies, etc., but may **not** be used for operational support for existing projects and activities that are not directly related to the proposed initiative. Please use the budget form and include a brief budget justification for each line item that explains the rationale for the funds requested in the budget.

(see [CPF Required documents](#))

Written Proposal Requirements

- Narrative is limited to the space provided via the application link.
- Budget form to be uploaded to the application in the space provided.
- Proposal Presentation if requested (at OFS' discretion)
- Documentation that supports the eligibility requirements
 - Proof of 501(c)(3) Status
 - Years in existence
 - Copy of an audit conducted by a CPA for the latest complete fiscal year
 - Be in compliance with the contract requirements of grant awards from Metro

Application Submission:

- Submit all CPF applications via the link below by **May 30, 2025, at 11:59 PM CST.**

[Apply for FY'26 OFS Community Partnership Funds](#)

- Please contact ofsfinancegrants@jnsnashville.gov for technical assistance

Proposal Review Criteria

Awards will be determined by a review panel based on the following criteria:

Criteria Area	Key Content	
Overall grant guidelines & requirements	<ul style="list-style-type: none">• Completeness of application• Overall responsiveness and adherence to grant guidelines and requirements	
Goals	<ul style="list-style-type: none">• Description of primary (overarching) goal of project.• Description of why the proposed project is essential for victims of interpersonal violence.• Description of each project goal and the specific activities this project will fund to accomplish each goal.• Ability to meet Nashville community needs not already met by OFS and its Family Safety Centers.• Estimate for the number of unique clients to be served by the project.	
Metrics	<ul style="list-style-type: none">• Ability to quantify and measure this project's success in improving public safety and the well-being of the target population.• Description of metrics for the project, including but not limited to the number of clients served.	
Eligibility criteria	<ul style="list-style-type: none">• Plan for ensuring funds are only used to provide relief to those individuals residing in Nashville-Davidson County.• Description of safeguards this project will have to ensure that	

	the funds awarded benefit Nashville and Davidson County residents only.	
Underserved Populations	<ul style="list-style-type: none"> • Description of how this project will reach underserved and marginalized Nashville & Davidson County residents, including LEP individuals. 	
Collaboration with OFS & its Family Safety Centers	<ul style="list-style-type: none"> • Description of collaborative history with the Metro Office of Family Safety (including the FSC or JCAC). • Level of collaborative work between the applicant agency and the proposed project with Nashville's two Family Safety Centers, OFS, and its prioritization of high-risk Family Safety Center clients. 	
Evaluation & Monitoring plan	<ul style="list-style-type: none"> • Description of how you will ensure funds are used in accordance with the approved proposal. • Description of how agency will evaluate project throughout the grant period to ensure funds are being appropriately and successfully utilized. • Description of how the agency will successfully monitor the project's operations, outcomes, and budget. • Description of how agency will ensure invoicing is up to date and completing monthly. • If the applicant receives any other Metro funding, description of how (if at all) these funds will be used differently. 	

	<ul style="list-style-type: none"> • Name and position of the person(s) responsible for monitoring and oversight. • Description of agency's experience in programmatic and fiscal management in the specific area of work proposed. 	
Budget	<ul style="list-style-type: none"> • Description of how the funds will be used, including dollars requested, total cost, budget estimates by category (capital, operations, staff, etc.). • Budget attached 	
Timeline	<ul style="list-style-type: none"> • Timeline that illustrates the agency's anticipated milestones for completion. • These are key steps that must occur, and the anticipated dates for completion 	
<i>History (extra credit)</i>	<ul style="list-style-type: none"> • Effective use of past CPF and Direct Appropriation awards in terms of the number of Davidson County Residents assisted and funds used. <i>* New applicants will not be adversely affected by a lack of extra credit .</i> 	