



Oak Ridge Reservation Natural Resource Damages Restoration Project Selection Procedure Grant Program Manual

Draft

Applications and supporting documentation must
be submitted electronically via the TDEC Online
Grants Management System at
<https://tdec.smartsimple.com/>

For more information:
[Tennessee Department of Environment & Conservation Grants \(tn.gov\)](https://tn.gov)

OAK RIDGE RESERVATION NATURAL RESOURCE DAMAGES RESTORATION PROJECT SELECTION PROCEDURE

The purpose of the Oak Ridge Reservation (ORR) Natural Resource Damages Restoration Project Selection Procedure (RPSP) is to provide a framework for the solicitation, evaluation, and selection of resource- and resource-use based restoration projects that best provide additional natural resource services of a similar type and quality to those lost due to ORR-related contamination described in the ORR Natural Resource Damage Assessment: Restoration and Compensation Determination Plan/Environmental Assessment (RCDP/EA)¹. The Trustees for natural resources at the ORR are the State of Tennessee Department of Environment and Conservation (TDEC), the Tennessee Valley Authority, the United States Department of Energy (DOE), and the United States Fish and Wildlife Service on behalf of the United States Department of the Interior.

The Trustees encourage the public to review and comment on this Draft RPSP. The document is available for public comment through August 12, 2024. Public comments can be emailed to ORRrestoration@tn.gov.

Projects will be funded through the ORR Fund. DOE and the State of Tennessee (the State) agreed to establish the \$42 million ORR Fund to restore natural resources and services provided by those resources, protect natural resources, and enhance the environment in and around the ORR through a Consent Order on July 8, 2024. DOE and the State agreed the Trustees will administer the ORR Fund by establishing procedures for submission and approval of project applications to utilize these funds. The funds may not be used as a mechanism for fulfilling any compensatory mitigation liabilities or requirements for impacts authorized through other authorities or required to correct an unpermitted activity. However, with appropriate documentation to ensure both obligations are separately satisfied, a compensatory mitigation project could be combined with a grant-funded project, provided that the compensatory mitigation does not count as a match. "Mitigation" means the restoration, creation, enhancement, or preservation of natural resources to compensate for unavoidable impacts.²

Resource- and resource-use based restoration projects will be solicited, evaluated, and selected through the procedures in this RPSP Manual. Potential restoration projects encompass a suite of different restoration actions, all targeted towards benefiting a specific resource or set of resources, as well as the human users of these resources, of a similar type and quality to those lost due to ORR-related contamination. As described in the RCDP/EA, proposed projects must be focused on creating additional ecological, groundwater, and recreational benefits, such as habitat creation, restoration, or enhancement, groundwater infrastructure improvements, and improvements to recreational opportunities and access that result in a net gain.

The RPSP Manual discusses the following:

- RPSP goals;
- Strategic investment areas that will guide selection of projects through the request for proposals (RFP) process;
- Geographic focus for project proposals;
- Available funding and match requirements;

¹ <https://doeic.science.energy.gov/uploads/A.0106.037.0028.pdf>

² An example of mitigation is enhancement of a stream to provide additional aquatic resources benefits to compensate for unavoidable impacts as provided by Tenn. Comp. Rules and Regs. 0400-40-07-.03(23).

- Requirements for pre-proposal submittal and full proposal submittal, if invited to submit a full proposal;
- Review and project funding processes; and
- Additional preparation and submittal guidelines.

OAK RIDGE RESERVATION NATURAL RESOURCE DAMAGES RESTORATION PROJECT SELECTION PROCEDURE GOALS:

The RCDP/EA describes the natural resources and natural resource services lost due to ORR-related contamination, as well as the selected restoration alternative, Alternative C: Resource- and Resource Use-Based Restoration, which includes several project types. Consistent with the Trustees' selection of Alternative C, the RPSP goals are:

- Provide additional natural resource services of a similar type and quality to those lost by (1) benefitting specific natural resources or sets of resources (i.e., surface water, sediment, aquatic or terrestrial invertebrates, fish, birds, reptiles, amphibians, mammals), as well as the human users of these resources and (2) generating ecological, groundwater, or recreational benefits, such as habitat creation/restoration/enhancement, groundwater infrastructure improvements, or improvements to recreational opportunities and access;
- Focus resources toward increasing the opportunity to protect and improve multiple natural resources with an emphasis on increased connectivity to maximize resource services; and
- Strengthen environmental justice, benefit underserved communities, and promote climate-resilient sustainability.

STRATEGIC INVESTMENT AREAS:

To achieve the RPSP goals, three strategic investment areas, consistent with the selected restoration alternative in the RCDP/EA³, will guide selection of projects under the process. Preference will be given to projects addressing more than one strategic investment area, projects that meet one or more RPSP goals, and projects that support connectivity to maximize natural resource services or are part of or connected to a larger natural resource improvement project. Preference will also be given to projects that maximize use of low impact implementation techniques. The strategic investment areas are described below.

Ecological Restoration Projects

To increase and improve ecological functions and benefit injured biological resources, the Trustees are targeting habitat creation, restoration/enhancement, and preservation. Human uses of ecological restoration project areas, such as recreational activities, may be permitted, but only in a manner that supports habitat creation, restoration/enhancement, and preservation. Final selection of projects will consider factors such as the ecological benefits of the wetland and riparian habitats, Trustee resource management priorities, corresponding improvement of water quality, ownership/protection

³ <https://doeic.science.energy.gov/uploads/A.0106.037.0028.pdf>

opportunities, geographic/ecological diversity, local/regional planning, public concerns, and the ability of entities purchasing land to find willing sellers.

Habitat Creation - Converting one type of habitat to another. These actions may also enhance habitat adjacent to the restored area, even if that adjacent habitat itself is not preserved. Examples include:

- A disturbed/non-habitat area is converted to habitat.
- There is a specific need for a particular habitat type in an area.

Habitat Restoration/Enhancement - Improvement of degraded habitat, ideally returning the area to conditions that better approximate “natural” conditions. These actions may also enhance habitat adjacent to the restored area, even if that adjacent habitat itself is not preserved. For example, an area is restored to a historic habitat type. Increased connectivity with other high-quality habitat would maximize the benefit to natural resources.

Habitat Preservation - Preservation of habitat that would otherwise be developed or degraded. Habitats may be preserved through land acquisition, land donations, land transfers, or conservation easements, which could be held by a variety of entities (e.g., non-governmental organizations, municipal agencies, etc.). Habitat preservation activities could also include the acquisition of ecologically valuable habitat or establishment of conservation easements on riparian habitat along ecologically valuable corridors and waterways. The primary purpose of these preservation efforts is to protect fish and wildlife habitats.

Groundwater Projects

While habitat creation, restoration/enhancement, and preservation largely focus on ecological benefits, these projects are also expected to improve groundwater quality and flow through increased surface recharge, decreased runoff, and reduced contaminant transport. In addition, the Trustees are seeking projects that specifically target improvements to groundwater quality, such as groundwater-related infrastructure.

Recreation Projects

Habitat creation, restoration/enhancement, and preservation projects may also provide additional or improved quality of recreation opportunities. These benefits could be derived directly from activities such as wildlife viewing or bird watching, or indirectly, such as improved recreational experiences as a result of water quality improvements through habitat restoration. In addition, the Trustees are seeking projects that specifically target improvements in public access to resources and the quality of the public’s recreational experience.

Table 1 lists examples of possible restoration activities and resources potentially benefitted.

Table 1: Examples of Possible Restoration Activities and Resources/Resource Services Potentially Benefitted

Strategic Investment Area	Example Restoration Activities	Resources/Resource Services Potentially Benefitted
Habitat Creation	<ul style="list-style-type: none"> • An abandoned parking lot cleared, graded, and planted with native vegetation • A previously filled wetland excavated, re-graded, hydrologically reconnected to surface water or other wetlands, and replanted with native wetland vegetation • Habitat elements designed and implemented to benefit sensitive resources 	<ul style="list-style-type: none"> • Wildlife • Aquatic and soil invertebrates • Fish • Aquatic and terrestrial plant communities • State and federally listed animal and plant species • Natural hydrology • Groundwater • Recreation
Habitat Restoration/ Enhancement	<ul style="list-style-type: none"> • If the hydrologic connectivity of an existing wetland is restricted by an undersized culvert, replacing the existing culvert with a larger one that facilitates water flow • Invasive species removal and restoration of native plant communities • Restoring land adjacent to high quality habitat to increase habitat connectivity • Increasing habitat complexity by placing woody structures, nest boxes, or turtle basking logs • Installing water control structures and removing drain tiles to restore natural hydrology • Establishing new or expanding existing riparian vegetation corridors 	<ul style="list-style-type: none"> • Wildlife • Aquatic and soil invertebrates • Fish • Aquatic and terrestrial plant communities • State and federally listed animal and plant species • Natural hydrology • Groundwater • Recreation

<p>Habitat Preservation</p>	<ul style="list-style-type: none"> • Land acquisition • Land donations • Land transfers • Conservation easements 	<ul style="list-style-type: none"> • Wildlife • Aquatic and soil invertebrates • Fish • Aquatic and terrestrial plant communities • State and federally listed animal and plant species • Natural hydrology • Groundwater • Recreation • Cultural and historic resources
<p>Groundwater Projects</p>	<ul style="list-style-type: none"> • Green parking lots, permeable pavements, and green streets (i.e., increasing the vegetative cover in these areas to encourage groundwater recharge) • Bioswales and rain gardens as an alternative to stormwater runoff conveyance systems • Septic conversions to reduce the risk of contaminating the surrounding environment with sewage pathogens • Capping abandoned wells to stop a direct pathway for contaminated surface waters to enter an aquifer 	<ul style="list-style-type: none"> • Groundwater quantity • Groundwater quality
<p>Recreation Projects</p>	<ul style="list-style-type: none"> • Constructing, improving (e.g., to make compliant with the Americans with Disabilities Act [ADA]), or maintaining boat launches, ramps, fishing piers, and boating facilities • Purchasing and restoring land with public access to water 	<ul style="list-style-type: none"> • Recreation • Local economy

	<ul style="list-style-type: none"> • Constructing or maintaining public hiking and biking trails, wildlife and natural viewing areas • Providing additional public parking and access opportunities • Constructing, improving, or maintaining public recreation area amenities (e.g., restrooms, water fountains, trash control), including updating these amenities to comply with the ADA 	
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GEOGRAPHIC FOCUS:

Grant awards will prioritize restoration actions that are located within the Hydrologic Unit Code (HUC) 12 watersheds⁴ listed in Table 2 associated with Anderson, Roane, Loudon, and Knox Counties that contain or are adjacent to the Clinch River from just upstream of ORR to the confluence with the Tennessee River, or the Tennessee River downstream to the border of Roane and Loudon Counties, and satisfy the goals of the RPSP. Project preference in order is:

- 1) Within the primary restoration HUCs that satisfies the RPSP goals and addresses more than one strategic investment area,
- 2) Within the primary restoration HUCs that satisfies the RPSP goals and addresses one strategic investment area,
- 3) Within the secondary restoration HUCs that satisfies the RPSP goals and addresses more than one strategic investment area, and
- 4) Within the secondary restoration HUCs that satisfies the RPSP goals and addresses one strategic investment area.

⁴ www.tn.gov/environment/program-areas/wr-water-resources/watershed-stewardship/tennessee-watersheds.html

Table 2: Target Project Locations

HUC 12 WATERSHED NAME	PRIMARY	SECONDARY	HUC 12 NUMBER
Poplar Creek Lower	✓	✓	060102070303
Emory River Lower	✓	✓	060102080408
East Fork Poplar Creek	✓		060102070302
Clinch River-Conner Creek	✓		060102070404
Clinch River Outlet	✓		060102070405
Watts Bar Lake Upper	✓		060102010602
Clinch River-Wolf creek		✓	060102070403
Little Emory River		✓	060102080405
Clifty Creek		✓	060102080407
Turkey Creek		✓	060102010208
Caney Creek		✓	060102010601
Big Sewee Creek		✓	060200010101
Tennessee River-Riley Creek		✓	060102010306
Tennessee River-Town Creek		✓	060102010302
Whites Creek Lower		✓	060102010403
Tennessee River-Hines Creek		✓	060102010305

FUNDING AND MATCH:

Total grant funding available for all projects selected under this RFP is up to \$X.

Projects are required to leverage additional resources to match the grant funding with a minimum of 20% of the total project cost. Project proposals that leverage additional resources at a higher percentage will receive priority consideration. In-kind leverage (i.e., volunteer labor, materials, equipment, and other items approved by TDEC) is allowed and must be presented in the proposal budget. Compensatory mitigation for permitted impacts or corrective action for violations may not be counted towards the required match.

REQUIREMENTS FOR PROJECT CONSIDERATION:

All applicants are required to submit a pre-proposal, including the grant program pre-proposal application, project description, letters of commitment, budget, and budget justification. Applicants must also submit the Title VI Compliance Application Survey in the Grants Management System. Pre-proposal applications will not be considered for projects which will unreasonably interfere with activities on the ORR related to compliance with the Federal Facilities Agreement, Atomic Energy Act, Comprehensive Environmental Response, Compensation, and Liability Act, National Defense Authorization Act, or other obligations under Federal or State law.

PRE-PROPOSAL CONTENT REQUIREMENTS:

Applicants must identify the strategic investment area and HUC 12 watershed of the proposed project on the pre-proposal application. Successful applications should articulate how their projects offset or prevent future loss of resources in the watershed utilizing the ranking criteria outlined in Table 4.

The following items must be submitted as part of the pre-proposal:

1. Grant Program Pre-Proposal Application
2. Project Description:
 - **Five Page Maximum Narrative**
 - Using the Strategic Investment Area categories and Table 3: Required Elements, the applicant must provide a detailed narrative as to how the project addresses each required element. The narrative must be submitted in a format using the required elements as headings.
3. Letters of Commitment:
 - Letters of commitment are required for each partner listed. This letter should come from the lead of the organization or entity and be directed to the TDEC grant coordinator. Grant proposal partners may include organizations and entities such as nonprofit corporations, counties, municipalities, federal agencies, state agencies, academic institutions, for-profit corporations, and private landowners.
4. Budget and Budget Justification:
 - The current TDEC-approved budget form must be completed. Items that are not applicable should be marked with a zero. Additional budget lines may be added to the form as required to characterize the project. The applicant must provide a budget justification to describe various line-items.
5. Title VI Compliance Application Survey
 - For entities who currently lack Title VI programs or any of the specific resources included in the survey, resources are available for subrecipient customization at [Title VI & Environmental Justice \(tn.gov\)](#).

Table 3: Required Elements

Required Elements
<i>The following required elements apply to all pre-proposals. All criteria must be met to receive a full review.</i>
Strategic Investment Area. Provide a brief explanation of how the project fits into at least one of the Strategic Investment Areas.

<p>Above and Beyond Compliance. Provide a brief explanation of how the project is a proactive measure to improve and protect natural resources. The project is not intended to help stakeholders meet regulatory requirements.</p>
<p>Leverages Additional Resources. Provide a brief explanation of agencies or organizations providing time or financial contributions to plan and implement the project at a minimum of 20% of the total project cost. This may include volunteer labor, materials, equipment, and other items approved by TDEC. (Project proposals that leverage additional resources at a higher percentage will receive priority consideration.)</p>
<p>Project Completion. Provide a brief explanation of the project timeline. All grant-funded aspects of the project must be complete and all final invoices submitted in accordance with the grant contract.</p>
<p>Project Location and Type. Explain how the project is located within the HUC 12 watershed(s) targeted in the RFP and addresses at least one strategic investment area. Provide the HUC watershed(s), resource type(s), and latitude and longitude of the project location(s).</p>
<p>National Environmental Policy Act (NEPA). Briefly describe how the project net impacts and any adverse impacts align with the project types assessed in the RCDP/EA Chapter 5⁵. Identify whether additional project-specific NEPA analysis would likely be required due to adverse effects beyond the scope of those evaluated in the RCDP/EA.</p>
<p>Project Management, Monitoring, and Adaptive Management Capacity. Provide a brief explanation of how the Project Manager has, and will continue to have, capacity to complete the project. Demonstrating how the grantee will successfully track and document the project once the work starts must be included in the proposal, as well as the capacity for the grantee to ensure monitoring and adaptive management for the project.</p>
<p>Ability to Administer Funds. Provide a brief explanation of how the applicant will have the capacity to administer the funds awarded. Demonstrating how the grantee will successfully administer funds and leverage any in-kind resources under the reimbursement grant contract to complete the project within the project timeline must be include in the proposal.</p>

SELECTION OF PRE-PROPOSALS TO SUBMIT FULL PROPOSALS:

The ORR Trustees will review all pre-proposals. Applicants whose pre-proposals meet all corresponding requirements will be invited to submit a full proposal to elaborate on their work for a second-stage review. Requirements for the full proposal are outlined below.

⁵ <https://doeic.science.energy.gov/uploads/A.0106.037.0028.pdf>

FULL PROPOSAL CONTENT REQUIREMENTS:

The following items must be submitted as part of the full proposal:

1. Project Summary (limit 15 pages):
The project summary must detail project plans, methods, goals and objectives, and address the items in Table 4: Ranking Criteria. The summary must be submitted in a format using the ranking criteria as headings.

2. Project Schedule and Project Team (limit 5 pages):
The project schedule (timeline) and project team must be described for each area of responsibility for the project. The project schedule must include necessary permits.
 - The project schedule must include milestones and deliverables of the project.
 - Provide relevant experience with applicable restoration project implementation.

3. Appendices:
 - Please only include necessary materials (letters of commitment and other supporting documents). Other materials will not be considered.
 - Letters of support must be submitted by the deadline. Letters of support are required for any state, county, or municipal project. The letter should come from the chief elected or appointed official (e.g., mayor), giving assurance the community is committed to completing and maintaining the project.

Table 4: Ranking Criteria

Ranking Criteria <i>The following elements will be used to score proposals.</i>	Possible Points
Project Has a Nexus to Injured Resources and Benefits Multiple Resource Types or Benefits a Single Resource Type in Multiple Ways.	25
Collaborative Effort. Proposed project aligns with the program goals and resources of local, state and/or federal agencies and is implemented in collaboration with partners	20
Matching Funds. Demonstration of matching funds, including in-kind leverage, of 20% to 40% (10 points); over 40% (20 points)	20
Benefit Connectivity. Larger, more connected parcels or projects provide greater resource services than smaller, disconnected parcels or projects: a) Size of project area’s groundwater, ecological, or recreational use improvements; and	10

Ranking Criteria <i>The following elements will be used to score proposals.</i>	Possible Points
b) Proximity to other parcels and projects or opportunities providing similar resource services	
Long-Term, Sustainable Benefits to Natural Resources Accounting for Climate Change. Provides long-term, sustainable, and measurable benefits to natural resources that can be reported in a quantifiable way (e.g., number of river miles protected or enhanced, acres of wetlands protected or enhanced, reductions in sediment or nutrient loading, state-listed threatened or endangered aquatic or semi-aquatic species habitat protection, etc.) and accounts for climate change.	25
Technical Feasibility, Monitoring, and Adaptive Management. Applicants must include an explanation of whether the project will involve costs to maintain the project after completion and, if so, how the applicant will cover those costs beyond the term of the grant contract. a) Provide support for technical feasibility (e.g., documented success of a particular technique or example of successful similar implementation); b) Probability of project implementation success (property owner permission letter required and discussion of the likelihood that implementing the project would produce the desired results); c) Potential obstacles to project implementation success; and d) Monitoring and adaptive management plan.	10
Strategic Investment Areas. Re-state strategic investment area(s) described in the pre-proposal. (5 points for each additional strategic investment area beyond the first, maximum 10 points)	10
Efficiency. Maximizes grant funds used for results and minimizes administrative overhead (10 points for no overhead, 5 points \leq 5% of total funding for overhead)	10
Total Possible Points	130

REVIEW PROCESS AND PROJECT FUNDING PROCESS:

The grant proposal review committee comprised of representatives from the ORR Trustees will review and recommend proposals for funding based on the ranking criteria in Table 4 of this manual. The ORR Trustees will make the recommended proposals available for public review. Following the public review period, the Trustees will select final projects. TDEC, with consent of the Trustees, will execute grant contracts with project recipients as funds allow. TDEC, with consent of the Trustees, reserves the right to fund all or none of the proposals received and to fund partial projects.

Announcement: The TDEC grant coordinator will announce awards by emailing and calling applicants. Announcements will also be available on the TDEC and DOE websites.

Expectations for Awarded Projects:

Conditional aspects of the grant award include communicating with the TDEC grant coordinator, submitting a project schedule with milestones and providing quarterly progress reports, monitoring baseline (i.e., pre-project) environmental conditions and project success, project outreach and communication updates, tracking and reporting in-kind contributions, submitting a final report, and co-planning a dedication ceremony (if applicable). These expectations will be outlined in the grant contract.

Funding Process: The ORR NRD RPSP Grant Program is a reimbursement program. Selected grant recipients will be reimbursed for up to 100% of approved project costs upon submission of documentation and receipts for expenses incurred and payment of expenses. Invoices will be allowed no more often than monthly. Grantees are required to track and report leverage contributions (cash or in-kind) at the proposed match percentage of the total grant funds requested as specified in their grant contract.

Permits:

Projects may require coverage under Tennessee's general National Pollutant Discharge Elimination System (NPDES) permit for discharges of storm water associated with construction activities (CGP) if the amount of land disturbed is one acre or more. Additionally, TDEC aquatic resource alteration permit coverage and federal Clean Water Act permit coverage through the U.S. Army Corps of Engineers and 26a Permits from the Tennessee Valley Authority may be required prior to alter state or federal jurisdictional waters. The grantee is responsible for identifying and obtaining all necessary permits and environmental reviews (National Environmental Policy Act) required for their project.

All permit coverage, environmental reviews, and associated consultations (Endangered Species Act, National Historic Preservation Act) must be acquired and completed before any construction begins. Appropriate erosion prevention and sediment control measures should be installed and maintained for the duration of the project to protect all nearby water resources. Protective buffers for wetlands, cultural and historic resources, and endangered species must be incorporated prior to ground disturbance.

Permit application and annual maintenance fees are reimbursable by grant or in-kind match funding if the costs are included in the budget line-items of the grant contract.

Start Dates for Projects: Grantees should anticipate a 3-month administrative period after grants are awarded for grant contracts to be in place.

Title VI Requirements: Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, or national origin in programs or activities receiving federal financial assistance (42 U.S.C. §2000d). As a recipient of federal funding, TDEC is required to comply with the rules, laws, and regulations of Title VI. Title VI also applies to recipients of federal financial assistance that passes through TDEC in the form of grants, contracts, or subcontracts, as well as federal financial assistance that passes through another state agency to TDEC. To comply with Title VI requirements for TDEC subrecipients, the Grantee must

complete the TDEC Subrecipient Title VI training (accessible at <https://tdec.tn.gov/title6/index.html>) and must provide TDEC with a copy of the certificate of training completion no later than 30 days after the draft Grant Contract has been submitted to TDEC Contracts for approval (the Grantee will be notified when this has occurred). The Grantee must also complete and submit to TDEC a completed Title VI Training Certification no later than 30 days after the draft Grant Contract has been submitted to TDEC Contracts for approval.

PREPARATION AND SUBMITTAL GUIDELINES:

Eligibility:

The grant funding opportunity is open to public entities such as a unit of state or local government, including a county, municipality, local public authority, school district, special district, district commission, regional government, any agency or instrumentality of government, and state authorities, and non-public entities, including organizational structures such as individuals, partnerships, and corporations (private, non-profit, quasi-public, or corporate body politic) who meet submittal guidelines.* Organizations based outside the geographic focus area as described in this document are eligible to apply so long as the proposed restoration project takes place within the focus area. An eligible applicant may submit more than one application for distinct restoration projects.

*By signing the application, the applicant certifies that he/she, along with any other officers, directors, owners, partners, employees, or agents, is (are) not presently debarred, suspended, proposed for debarment, or declared ineligible for an award by any State or Federal agency. This is in accordance with Federal Acquisition Regulation 52.209-5.

Project Permanent Protection Draft Documents:

See federal and state land protection templates under *Reference Documents (Land Protection Templates)* here: <https://www.tn.gov/environment/permit-permits/water-permits1/aquatic-resource-alteration-permit--arap-/permit-water-arap-compensatory-mitigation.html>

Submittal Format and Timing:

Pre-proposal applications and supporting documentation must be submitted electronically via the TDEC Online Grants Management System at <https://tdec.smartsimple.com/> no later than **(Time/Date)**. The deadline for submitting full proposals will be provided to applicants invited to submit full proposals.

ATTACHMENT – GRANT BUDGET

GRANT BUDGET				
Additional Identification Information As Necessary				
The Grant Budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period:		BEGIN: DATE	END: DATE	
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1. 2	Salaries, Benefits & Taxes	0.00	0.00	0.00
4, 15	Professional Fee, Grant & Award ²	0.00	0.00	0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	0.00	0.00	0.00
11. 12	Travel, Conferences & Meetings	0.00	0.00	0.00
13	Interest ²	0.00	0.00	0.00
14	Insurance	0.00	0.00	0.00
16	Specific Assistance To Individuals	0.00	0.00	0.00
17	Depreciation ²	0.00	0.00	0.00
18	Other Non-Personnel ²	0.00	0.00	0.00
20	Capital Purchase ²	0.00	0.00	0.00
22	Indirect Cost	0.00	0.00	0.00
24	In-Kind Expense	0.00	0.00	0.00
25	GRAND TOTAL	0.00	0.00	0.00

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/finance/looking-for/policies.html>).

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

ATTACHMENT – GRANT BUDGET

GRANT BUDGET LINE-ITEM DETAIL:

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Specific, Descriptive, Detail (Repeat Row As Necessary)	Amount
TOTAL	Amount

INTEREST	AMOUNT
Specific, Descriptive, Detail (Repeat Row As Necessary)	Amount
TOTAL	Amount

DEPRECIATION	AMOUNT
Specific, Descriptive, Detail (Repeat Row As Necessary)	Amount
TOTAL	Amount

OTHER NON-PERSONNEL	AMOUNT
Specific, Descriptive, Detail (Repeat Row As Necessary)	Amount
TOTAL	Amount

CAPITAL PURCHASE	AMOUNT
Specific, Descriptive, Detail (Repeat Row As Necessary)	Amount
TOTAL	Amount