

Local Government Grants FAQs

General:

Q: Who is eligible?

A: City and county governments in Tennessee. Funds are not eligible to be passed through to other entities.

Q: What is the budget and how many grants will be awarded?

A: The overall budget is for \$200,000,000. Funding is allocated to each of the 95 counties and 345 municipal governments in Tennessee. No county will receive less than \$500,000 and no city or municipality will receive less than \$30,000.

Q: How is the funding allocated?

A: Funding is allocated to each city and county in Tennessee based on population as of US Census Bureau data from July 1, 2018. The allocations for your local government can be found here:

[Click here for city distributions](#)

[Click here for county distributions](#)

Application:

Q: Where can I find the application?

A: The application can be found at this website: tn.gov/localgovgrants

Q: When is the application due?

A: The application is due by April 30, 2021, but can certainly be submitted before this date. This provides a year to complete all necessary materials. The completed application and materials should be sent to this email: Localgov.Grants@tn.gov. Funds not applied for by April 30, 2021 will return to the state general fund and be unavailable to local governments.

Q: What materials are necessary to submit when applying for this grant?

A: The following materials should be submitted to this email: Localgov.Grants@tn.gov

- Completed and Signed Application including budget information
- Resolution passed by the governing body of the local government
 - Must include:
 - Local government name
 - Date passed
 - List of projects approved by the governing body
 - The intent of the resolution is to provide evidence that the local governing body approves the use of this funding for a project or projects
 - A sample resolution can be found at this website: tn.gov/localgovgrants

Q: Will you accept requests for multiple projects?

A: A city or county may submit for multiple projects. The total of all state funding requests must not exceed the allocation approved for such city or county. A separate application form should be submitted

for each project. Only one resolution passed by the governing body of the local government is needed but should be included with each project submittal.

Q: Can I mail in my application?

A: No. It must be submitted via email to Localgov.Grants@tn.gov

Q: How will we know if the project is approved?

A: You will receive official notification of your project's approval status via email. Anticipate an approval within 10 business days of a complete application submittal. Distribution of funds will begin after July 1, 2020.

Eligible Projects:

Q: What types of projects can the grant funding be spent on?

A: Funds can be used for non-recurring, one-time expenditures for:

- IT Hardware Upgrades
 - IT equipment and hardware
 - Can include Public Safety Systems such as in-car hardware for police and fire vehicles
- Capital Maintenance
 - Focus on current facilities through repairs and renovations
 - Can include correcting health and safety issues, roofing, mechanical, electrical, utilities, fencing, and lighting
 - Can include tornado relief projects for select counties
- Utility System Upgrades
 - Focus on maintenance and upgrades to existing water, sewer, and electrical infrastructure
 - Including utility system extensions
- Road Projects
 - Including repaving projects
 - Priority should be given to existing roads and bridges
 - Can include tornado relief projects for select counties
- Public Safety
 - Including ADA projects which may include sidewalk replacement and extensions
 - Including police and fire emergency vehicles and school buses
 - Can include tornado relief projects for select counties
- COVID-19 Response
 - Items related to control and containment of COVID-19
 - Supplies and equipment
 - Cleaning
 - Emergency food and shelter

Ineligible Projects:

Q: What can the grant funding **NOT** be used for?

A: Funds may **NOT** be used on the following items:

- Funds may **NOT** be used to support recurring expenditures including, but not limited to:
 - Salaries, including grant administration
 - debt issuance

- existing programming
 - existing services
- *New* building construction.
 - Including major renovations or building expansions
 - Including pre-fabricated buildings
 - These funds may be used for maintenance on *existing* facilities.
 - Recreational facilities repair and renovation, parks, ballfields, and greenway projects should be directed to TDEC's Local Park Grant Program
- Vehicles that are not for Public Safety or School Buses
- Stand-alone planning projects
- Routine software updates or upgrades
- Routine maintenance and repairs of service vehicles and heavy equipment

Funds:

Q: When will the funds be received?

A: Funds will be provided to local governments starting July 1, 2020 as a direct appropriation grant. Local governments that do not have an account set up with the State Finance and Administration office will be sent a W-9 form that must be completed and returned before grant funds can be processed.

Q: What is my match?

A: There is no match requirement for these grant funds.

Q: Can the funds be used in connection with other grants?

A: State grant funds may be used as a match to leverage other funds. These grant funds are still subject to the permitted spending categories. For example, these funds could not be used to supplement salaries through another grant. All grant funds must be expended by June 30, 2023 even if used as a match for another grant.

Q: When can I start spending the grant funds?

A: Funds will be distributed after July 1, 2020. Certain items related to COVID-19 response and tornado relief may be expended in prior to July 1, 2020 in anticipation of receiving grant funds. These items must be included on the grant application form for review.

Q: Do I have to submit for reimbursement?

A: No, funds will be provided to local governments starting July 1, 2020 as a direct appropriation grant.

Q: How long do I have to spend the funds?

A: Any funds granted by the state, but not spent or contractually obligated by June 30, 2021 must be returned to the state. All grant funds must be expended by June 30, 2023.

Reporting and Audit:

Q: What reports are required to be submitted to the Comptroller of the Treasury?

A: An annual report of progress/completion of the project must be submitted by August 1, 2021 with information as of June 30, 2021, and each year until complete. The Comptroller will provide a form for this report after your application has been approved by the Department of Finance and Administration and funds have been disbursed.

Q: Are grant funds subject to audit?

A: Yes, the usage of state grant funding is subject to audit by the Comptroller of the Treasury.

Further Information:

Additional information can be found at the following website: tn.gov/localgovgrants

Contacts:

For any additional questions not answered here regarding the Governor's Local Government Support grants please contact:

Application & Grant Contact:

Troy Williamson, Localgov.Grants@tn.gov
TN Department of Finance and Administration,
Budget Office

Reporting Contact:

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TN Comptroller of the Treasury,
Division of Local Government Audit