TSET Discovery Grant Q&A
November 7, 2023

1. **Can anything that is purchased/paid for prior to July 1, 2024, can be reimbursed?**
   a. No. Eligible cost reimbursement items may only be purchased on or after the effective date of having a signed contract with TSET.

2. **Is there a Microsoft Word version of Attachment A, Cover Sheet and Attachment C, Work Plan? Can we recreate them or are we required to use the current PDF template?**
   a. Attachment A - Cover Sheet is a fillable version and can be completed on the pdf form provided. A Microsoft Word version of Attachment C - Work Plan Template is attached. Please use the forms provided.

3. **Does the work plan require a minimum of 5 objectives?**
   a. No. The template's design is limited to five objectives but fewer or more objectives may be included by the applicant to fully capture the scope of work of the proposed program.

4. **In section D, subsection 3, it requests resumes of key personnel. If personnel are unknown at the time of submission, would a job description suffice? In the same section it states, "supervision of the proposed program", could this include the resume of the organization Executive Director.**
   a. If personnel are unknown at the time of application submission, a job description will suffice. If the supervisor of the proposed program is known at the time of the application submission, the resume of that person should be included.

5. **Our team works remotely. Our organization does have a physical office for internal meetings, storage of supplies, etc. As a result. our tobacco-free policy does not reflect visitors or any other person present on Organization Property. Our policy is specific to our employees. Will this suffice?**
   a. TSET will allow the flexibility requested if the application submitted specifically mentions the applicant organization's property is for use by employees only and the applicant certifies that only employees will frequent and use the offices/property for the life of the grant.

6. **Can the funds be used for a behavioral specialist or other mental health specialist to provide instruction and interventions needed to start and implement an Adolescent Substance Abuse Program? If not, in what areas of mental health could it be used for?**
   a. The Purpose, the Overview, and Program Purposes sections of the RFP provide information that should be helpful to you in determining whether the program you described is a good fit for the TSET Discovery Grants opportunity.

7. **Is the $250k cap for TSET funding only or the overall program that includes other funding?**

a. The $250,000 maximum, per year, per application, applies to funding available through TSET, independent of any match provided by the applicant.

8. **What would qualify as infrastructure projects? Would sidewalks or transit stops be classified as infrastructure projects?**
   a. See the Key Terms section of the RFP, which are located just before the RFP's Table of Contents. Key Terms applicable to your question are Capital Improvements and Construction Projects.

9. **Can this grant be used to construct a walking trail?**
   a. No. Construction of a walking trail for exercise is associated with built environment projects and such projects are not funded under this opportunity.

10. **Would a neighborhood tree planting program fit within the guidelines of "program" qualifications, or would this be considered "infrastructure?"**
    a. No, a neighborhood tree planting program is not eligible for the TSET Discovery Grants opportunity. In the Key Terms section of the RFP, which is located just before the RFP's Table of Contents, we define Capital Improvements. A neighborhood tree planting program is associated with capital improvements and built environment projects, and such projects are not funded under this opportunity.

11. **Is a telehealth cart for telemedicine considered an asset? if yes can a public university purchase it as part of the grant?**
    a. Under the Funding Limitations section of the RFP that directly relates to public entities, an asset is any purchased item costing more than $2,500. The public entity purchasing the item must ensure that the asset is entered into and tracked by the public entity's asset management system.