

TSET Discovery Grants Q&A

11/21/2023

Note that questions received after the Nov. 15 question submission deadline have not been answered.

- 1. Though the funding limit is \$2,500 for equipment, can more than one piece of equipment be purchased?**
 - Yes. Public entities that propose to purchase items above \$2,500 must ensure that the asset is entered into and tracked by the agency's asset management system. Each purchase amount cited is the maximum for each single item to be purchased.
 - Carefully read the information within the RFP section addressing Funding Limitations. The third bullet states: an asset is defined as an IT purchase of \$500 or more, and as an item with a cost of \$2,500 or more for non-IT purchases.

- 2. Is there a max limit on hiring staff?**
- 3. Is there a max limit on purchased services?**
 - Please read the entire RFP as it relates to its requirements. The RFP sections on "Overview", "Grant Staffing", "Program Purposes", and "Appendix A – Budget Tips and Tools" provide our guidance related to your questions on staffing and purchased services. The scope of work an applicant proposes typically dictates the amount, number, and type of staffing and purchased services requested.

- 4. Can rent be paid to a local business/church for the use of the gym facility to allow for additional space for physical activity opportunities in winter months when outside is not accessible through TSET grant funding?**
 - Yes, TSET funds can be used for securing space at businesses or churches if the activities are accessible to all. As a State of Oklahoma government agency TSET funds cannot be used directly or indirectly to advance or promote religious beliefs or to inhibit or discriminate against the religious beliefs of others. Religious language, symbols, books, or written information cannot be used to promote a TSET-sponsored event.

- 5. I am working with a PI to submit a TSET Discovery Grant and had a question concerning the preference for matching funds. May we use our institution's waived F&A (above TSET's 10% limit) as matching funds?**
 - Yes, but such match is not the preferred match. As mentioned in the RFP section on Funding Information, matching funds that assist in achieving greater reach, impact, and to support sustainability are preferred. Your question references match that adds to the impact of the proposed program when implemented.

- Appendix A - Budget Tips, Tools, and Matching Guidance states that any match contributed must be directly related to and in support of the program. Match must be legally permitted by the entity providing the funds, goods, or services to be utilized for the TSET-funded program. Finally, indirect match, provided by the applicant organization only, may be considered eligible to meet matching funds requirements if accompanied by an approved federal indirect cost rate agreement.

6. Can three towns from the same county submit a joint/collaboration program for the TSET Discovery Grant Funding application?

- Yes. The organization submitting the application must meet the Applicant Eligibility requirements on page 3 of the RFP and be the primary party legally responsible for meeting all the requirements of the grant, including staffing, and managing the entire grant.
- A separate subcontract between the organization applying for the grant and each town must include the respective town's program plan, timelines, and budget. The consolidated ("rolled up into one") program plan, timeline, and budget submitted by the applicant organization to TSET must be easy to understand in terms of the scope of work and allocated amount for each town's program. Under no circumstances must the grant in its entirety be passed through to a subcontractor to implement.

7. Please provide a copy of the proposed Terms and Conditions identified on page 16 of the RFP.

- A sample of Terms and Conditions is now available on the [Discovery Grants page](#) on the TSET website. TSET reserves the right to amend and edit the final terms and conditions of a contract issued for review and signature by a grantee.