

FY25 TSET Built Environment Funding Q&As

Q#	Question	Answer
1	Q1 The RFA shows that public agencies can apply. Does this include towns and cities?	Yes.
2	Q2 Can entities outside of Oklahoma collaborate on a TSET grant as a subcontractor?	Yes, if the following is true. The organization applying for a TSET grant must 1) have a physical office location in Oklahoma, which means they have a business presence and operate in the State of Oklahoma, and 2) have a major role to play in the implementation of the grant (program and/or services) and cannot function merely as a financial agent and pass-through entity to a subcontractor.
3	Q3 Does the Discovery or Built environment grant cover new construction or is it limited to renovations or improvements to existing structures?	The Innovations in Built Environment opportunity does not prohibit new construction. The Discovery Grant opportunity does not accept built environment applications (design or construction).
4	Q4 Can you clarify the total funding amounts versus the funding per project amount?	<p>For the Planning, Design and Policy Development opportunity the total funding available for the entire opportunity is \$400,000. Each applicant may only apply for up to \$80,000 for a 12-month period, making it possible to fund up to 5 applications at the \$80,000 per application maximum.</p> <p>This is mentioned on page 5 of the FY25 Built Environment Request for Applications document.</p>

Q#	Question	Answer
5	<p>Q5 Our organization has no paid board and lacks the required documents (Certification of Non-Acceptance of Tobacco Funds, Worker's Compensation Certification, Sample Workplace Wellness Policy, Sample Comprehensive Tobacco-Free Policies and a Tobacco-Free Policy Template). How should we proceed with the application?</p>	<p>Page 1 of the TSET Built Environment Grants Request for Applications identifies organizations eligible to apply. Please review the page to determine whether you are eligible. Page 4 of the document identifies the items you listed as requirements of making application. They must be submitted, signed, and dated, as part of the application.</p>
6	<p>Q6 Would a a installation of a green house at a high school fall under this grant category?</p>	<p>A greenhouse is considered an eligible expense, specifically through the construction implementation portion of the opportunity. Of course, approval for purchase of such items is dependent the scope of work proposed by the applicant, and the fit and context of those item(s) as they directly relate to the purpose(s) described in the opportunity.</p>

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Q7	<p>Can the tobacco free policy state that there is a designated place for tobacco use or will that disqualify the application?</p> <p>If an organization has a different TSET grant, are they still able to apply for this grant?</p> <p>Can a TSET HLP collaborative group be an applicant?</p>	<p>The organization's tobacco-free policy must prohibit the use of tobacco and vapor products at all times, both indoors and outdoors, on all organization property. If the policy designates a smoking area on organization property, it will not align with the grant requirements.</p> <p>Current TSET grantees may apply for funding under this opportunity. However, programs submitted under this funding opportunity must not be wholly or partially duplicated under another TSET-funded grant or contract.</p> <p>Organizations serving as a TSET HLP collaborative group does not exclude them from applying. All applicants must meet the eligibility criteria outlined within the funding opportunity.</p>

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8	<p>Q8 If the construction for a new park is in 2 phases, can TSET fund 1 of the phases? Or does the whole park need to be done using TSET funding?</p>	<p>Construction of one phase of a new community park is allowable as long as the proposed construction project is shovel-ready and can be completed within the grant cycle timeline. Use of non-TSET funding to help construct a park is allowable.</p> <p>TSET will ask for a copy of the full plan to provide context for the ask for TSET funding, including design plans, scheduled start up and completion of each phase, status of funding for each phase, and whether phases under construction are on schedule.</p>
9	<p>Q9 If a 501c3 organization does not have employees and is volunteer based, is the Workers Compensation Certification required?</p>	<p>Organizations that are volunteer based should complete the "Exemption from the Workers' Compensation Act" section of the Workers' Compensation Insurance Coverage Certification form.</p>
10	<p>Q10 If awarded, the grant start date is August 1, 2025. If the design and survey are started before the grant start date, is the phase of creating construction and bidding documents eligible for grant funding?</p>	<p>Work completed prior to August 1, 2025 would not be eligible for reimbursement by TSET because those expenses are considered to be pre-award costs.</p>
11	<p>Q11 We receive a cigar tax from the State, does this mean we can not apply?</p>	<p>Organizations must be able to certify that they neither have a direct or indirect affiliation or contractual relationship with a company engaged in or funded by the manufacture of tobacco products nor will it accept funding from those companies. Cities receiving sales or use tax on tobacco products are not excluded from applying.</p>

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12 Q12	When will construction grants come available?	TSET is currently accepting applications in response to the TSET Innovations in Built Environment Request for Applications until February 12, 2025.
13 Q13	Can the grants funds be used for demolition of an old building to put a green space in its place?	<p>Funding dedicated to the Planning, Design, and Policy Development opportunity cannot be used for demolition work. Design work related to a green space is eligible for funding through the Planning, Design, and Policy Development opportunity.</p> <p>Funding dedicated to the small to medium size construction implementation projects may be used for the demolition of a building in order to create an area for green space that is meant to encourage physical activity or healthy eating. The project should not only include the demolition of a building, but also include the development plan/design of the green space. Eligible projects must take place at one site/location in Oklahoma and be shovel ready.</p>
14 Q14	Where can I find more information on how to submit a grant?	Information on open funding opportunities can be found on the TSET website: https://oklahoma.gov/tset/funding-opportunities.html . The TSET application portal opened on December 3 and is currently accepting applications for the TSET Innovations in Built Environment and Discovery Grants through February 12, 2025.

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15	<p>Q15 Can anyone apply?</p>	<p>The types of entities eligible to apply include the following as listed on page 2 of the RFA:</p> <ul style="list-style-type: none"> •Institutions of common and higher education •Public entities (such as a public school district/site and state, county, or local government agencies) •Tribal nations •Non-profit 501 (c)(3) organizations <p>All applicant organizations must have an Oklahoma business presence, and a physical office located within the state of Oklahoma.</p>
16	<p>Q16 We operate an emergency shelter and drop-in center that serves teens and young adults ages 15-24. Due to the nature of work, our facility is open 23 hours a day. Therefore, we are required to restrict access to our property. Would our property be considered as eligible under the grant guidelines?</p>	<p>Please review the applicant eligibility section on pages 1 and 2 of the RFA to ensure your organization meets all eligibility requirements. Built environment projects must take place on eligible applicant property, which refers to any land or facility owned by the applicant organization, excluding the legal or statutory easement where the proposed built environment project construction project will be located. The property must be available for public use during reasonable usage hours, ensuring accessibility to the community. If your organization is unable to meet one or more of the requirements outlined in the eligibility section, it will not be considered eligible for funding.</p>

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17	<p>Q17 For the application period of the Built Environmental (Planning or Construction), will a Letter of Intent and Purchase Agreement for the site location (property) with the condition for the transfer of title based on being awarded the TSET grant be an acceptable qualification for "eligible applicant property". The Letter of Intent would be notarized by both the "seller" and the "applicant" with the condition of the transfer of title being a condition of the "applicant" being awarded the TSET grant and be included in the grant application.</p>	<p>No, the definition mentions owning the property. Further clarification is provided on page 3 under the Project Service Section where it states: The project area or property where the project is to be located must be owned, leased, managed, or otherwise controlled by the applicant. Projects involving the potential declaration of eminent domain will not be considered. Applicants should have existing control of the project's right-of-way.</p> <p>The intent is for the applicant to have control of the property at the time of application for TSET funding, so TSET is ensured the project is ready to start. A planning, design, and policy development project must be launch-ready. A construction implementation project must be shovel-ready.</p>
18	<p>Q18 In the "key date" section of the RFA, grant award notifications occur on May 29, 2025, and the grant start date is August 1. Would work completed between May 29, 2025, and August 1 be eligible for reimbursement?</p>	<p>Work completed prior to August 1, 2025 would not be eligible for reimbursement by TSET because those expenses are considered to be pre-award costs.</p>

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19	<p>Q19 Can fitness room equipment be purchased with grant funding for either the Discovery or Built Environment grant?</p>	<p>Fitness room equipment items are eligible for purchase through the TSET Built Environment Grants opportunity, specifically the construction implementation portion of the opportunity. Of course, approval for purchase of such items is dependent the scope of work proposed by the applicant, and the fit and context of those item(s) as they directly relate to the purpose(s) described in the opportunity.</p>
20	<p>Q20 Our organization would like to build a fishing dock that would also serve as a rest area along the trails. Could that be funded with this grant?</p>	<p>This type of project is considered eligible and would fall under the Innovations in Built Environment Construction Implementation of Small to Medium Size Projects Construction Projects track. All constructions projects must:</p> <ul style="list-style-type: none"> - Be located on land owned, leased, managed, or otherwise controlled by the applicant. - Be shovel-ready and begin work immediately upon receipt of a fully executed cooperative agreement. - Be located at one site/location in Oklahoma. - Fulfill match requirements outlined on page 12 of the Request for Application (if applicable).

Q#	Question	Answer
21	Q21 If land is owned by a state public trust and the trails will be open to the public, would an MOU that states the applicant organization has operating rights to this land and has existing control of the project's right-of-way suffice for the land requirement?	No. The project area or property where the project is to be located must be owned, leased, managed, or otherwise controlled by the applicant. In this case, the applicant must be the state public trust. Projects involving the potential declaration of eminent domain will not be considered. Applicants should have existing control of the project's right-of-way.
22	Q22 Why does the TSET Built Environment Grant require a waiver of sovereign immunity for tribal nations?	Tribal sovereign immunity could prevent the State of Oklahoma from taking any legal action in the event that wrongdoing or misuse of public funds is discovered. The best practice is to obtain a limited waiver of tribal sovereign immunity for the purposes of the contract with the State. Doing so ensures TSET and grantees are accountable and good stewards of public dollars.
23	Q23 The location for a multi-use court is in a floodplain. The only standing structure would be a fence around it. Would this be acceptable?	Multi-use sports courts are eligible for funding under this grant opportunity. Proposed project site should fully evaluated in the planning/design phase. A planning, design, and policy development project must be launch-ready. A construction implementation project must be shovel-ready.

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24	Q24 I have entered a budget period for 2026 for Design and a budget period for 2027 for Construction. When I save the 2027 budget information, I get an error. How do I enter the 2026 Budget Period for construction separately?	The Innovations in Built Environment has two separate funding opportunities: Planning, Design and Policy Development and Construction Implementation of Small to Medium Size Projects Construction Projects. The Planning, Design and Policy Development opportunity is for up to one year of funding and the Construction Implementation opportunity is for up to two years of funding. Because these are two different funding opportunities, they must be applied for as separate applications. Construction Implementation of Small to Medium Size Projects must be shovel ready and awarded applicants must be able to begin work immediately upon a fully executed cooperative agreement in August of 2025.
25	Q25 Can pre-award costs be reimbursed by the grant?	No.
26	Q26 Are organizations allowed to apply for more than one grant?	Yes, eligible organizations may apply for more than one TSET grant opportunity.
27	Q27 Can an organization apply for both an Innovation in Built Environment Grant and a Discovery Grant in the same application cycle?	Yes.
28	Q28 Are multiple departments within one organization are allowed to apply for the same grant?	Yes, an organization may submit multiple applications if each proposed program/project is unique and is not duplicative of another.

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29	Q29 This question is related to Appendix A (Terms and Conditions). Does termination of a funding agreement not require a 30-day notice?	The Termination clause states that either party may terminate the Agreement upon thirty (30) days' written notice to the other party. The Availability of Funding clause provides an exception to the cancellation clause requiring thirty (30) days' notice.
30	Q30 Who is the assigned TSET program officer for the Built Environments grant (specifically the planning/design portion)?	All funded TSET grants have an assigned program officer/manager. Program officers/managers are assigned after awards are made.
31	Q31 Can the funds be used for fitness programs to include contracted (non-payroll) instructors, minor exercise equipment, and audio-visual equipment for healthy living classes at a Community Center for free or little cost to citizens?	<p>Fitness room and audiovisual equipment items are eligible for purchase through the TSET Built Environment Grants opportunity, specifically the construction implementation portion of the opportunity. Approval for purchase of such items is dependent on the scope of work proposed by the applicant, and the fit and context of those item(s) as they directly relate to the purpose(s) described in the opportunity.</p> <p>Funding may not be used for fitness instructors since that expense is focused on programming after construction takes place.</p>

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32	<p>Q32 Does the organization need both the tobacco-free policy template AND the sample comprehensive tobacco-free policy? How comprehensive does the wellness policy need to be?</p>	<p>No. At a minimum, the applicant organization must have a signed and dated tobacco-free policy that aligns with Appendix B.</p> <p>The applicant organization is not required to include all policy elements within the sample worksite policy. The applicant agency's worksite wellness policy should include as many policy elements (bolded and/or not bolded) for physical activity and nutrition that align best with the applicant organization.</p>
33	<p>Q33 Can grant funds be used to purchase ownership rights to streetlights? If not, can funds be used to purchase updated lights?</p>	<p>TSET funding cannot be used to purchase the ownership rights. The purchase of streetlights is an eligible expense if their use meets the purpose and requirements of the TSET grant opportunity. The project must be "shovel-ready" if awarded TSET funding.</p>

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34	<p>Q34 The RFA has several outdated timeline details. Can you please confirm the updated dates for the following section found on pages 5-6?</p> <p>Cooperative Agreement Periods Cooperative agreements awarded under this funding opportunity will follow the state fiscal year (July 1 – June 30). Therefore, the initial cooperative agreement period will be for six months (January 1, 2024 – June 30, 2024). If awarded for a full year, the second half of the cooperative agreement will be issued for July 1, 2024 – December 31, 2024.</p> <p>Two-year construction implementation awards will be governed under the following cooperative agreement periods:</p> <ul style="list-style-type: none"> •Initial six months: January 1, 2024 – June 30, 2024 •First full year: July 1, 2024 – June 30, 2025 •Final six months: July 1, 2025 – December 31, 2025" 	<p>It appears that the dates referenced are from a previous version of the document that was released last year. The Innovations in Built Environment RFA currently posted on the TSET website (https://oklahoma.gov/tset/funding-opportunities/tset-built-environment-grants.html) states the following on page 5:</p> <p>Cooperative agreements will be issued for the following time periods, as applicable to each awarded project:</p> <p>One-year planning, design & policy development projects:</p> <ul style="list-style-type: none"> • August 1, 2025 -- July 31, 2026 <p>Two-year construction implementation awards will be governed under the following cooperative agreement periods:</p> <ul style="list-style-type: none"> • Year 1: August 1, 2025 -- July 31, 2026 • Year 2: August 1, 2026 -- July 31, 2027
35	<p>Q35 Do the character counts listed include spaces?</p>	<p>Yes, character counts includes spaces.</p>
36	<p>Q36 This question is related to Appendix A (Terms and Conditions). What would be a scenario where a funding agreement would have to be cancelled “should the TSET Board of Investors fail to certify sufficient earnings from the Oklahoma Tobacco Settlement Endowment Trust, or if a reduction in or elimination of any source of funding for the payment(s) required under this Agreement occurs.”?</p>	<p>Although there is yet to be a need to apply this term to any grant or contract, a significant reduction in available earnings may trigger budget cuts or cancellation of funding agreements.</p>

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37	Q37 Can a regional transportation organization use the grant to fund a long range transportation plan since the LRTP includes active living component in the plan?	Yes.
38	Q38 Who is the assigned grant manager for the Built Environment grant (specifically the planning/design portion)?	All funded TSET grants have an assigned grant manager. Grants managers are assigned after awards are made.
39	Q39 This question is related to Appendix A (Terms and Conditions). The application portal provides an option to object to any of the Terms and Conditions. Does that mean the Terms and Conditions may be modified? Would that be compatible with the Entire Agreement section of the Terms and Conditions?	Terms and conditions may be modified if there are objections, but this typically requires mutual agreement between both parties upon award.
40	Q40 Is braiding and blending funds possible with the Built Environment grant?	Yes, if allowed by the other funder(s).