



STATE OF TENNESSEE
DEPARTMENT OF HEALTH

**REQUEST FOR APPLICATION # 34301-17625
AMENDMENT # 4
FOR HEALTHY BUILT ENVIRONMENT FUNDING
OPPORTUNITY**

DATE: MAY 2, 2024

RFA # 34301-17625 IS AMENDED AS FOLLOWS:

1. This RFA Schedule of Events updates and confirms scheduled RFA dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (Central Time)	DATE (all dates are state business days)
1. RFA Issued		Confirmed
2. Letter of Intent Teleconference	9:00 a.m.	Confirmed
3. Written "Questions & Comments" Deadline	2:00 p.m.	Confirmed
4. State Responses to written "Questions and Comments"		Confirmed
5. Letter of Intent Deadline	2:00 p.m.	Confirmed
6. State issues Invitations to Apply		Confirmed
7. Application Teleconference	10:00 a.m.	Confirmed
8. Written "Questions and Comments" Deadline	2:00 p.m.	Confirmed
9. State Response to Written "Questions and Comments"		May 2, 2024
10. Deadline for Applications	2:00 p.m.	May 14, 2024
11. Evaluation Notice Released		June 4, 2024
12. Effective Start Date of Contract		July 1, 2024

2. State responses to questions and comments in the table below amend and clarify this RFA.

Any restatement of RFA text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFA document.

QUESTION / COMMENT	STATE RESPONSE
1 We are having an issue with the fillable pdf. On page 2 it is auto populating the information we input for the first box for all boxes in the column. Should we include all our information in the first box for the purpose of submitting the grant?	The Pdf has been corrected with this posting.

QUESTION / COMMENT	STATE RESPONSE
2 We will use in house design, construction management, survey work, site preparation, usage of equipment, labor, and grants administration for this project. Do we put in a dollar amount in the budget under Grantee Participation? Will we be required to track and submit that to TDH when drawing down grant funds?	Matching funds are not required, but TDH encourages applicants to include commitments of cash or in-kind services to demonstrate support for their project. You can annotate both cash commitments and in-kind commitments on both the budget form and in your budget narrative if you desire. You will not be required to track these matching funds in order to get reimbursed for grant activities.
3 Can the word maximum for question 12 of the application be increased? In the LOI, a similar question had a word maximum of 350.	Yes. This question will be increased to 350 words as of this posting.
4 Will the individuals reviewing our application have access to our LOI?	Yes. However, your LOIs have already been scored, and you have been moved onto the next phase if you were invited to apply. Applications will be scored against each other independently of your LOI. You should write your application in accordance with the RFA, and you should not omit requested information because you previously included it in your LOI.
5 What are the suggested price ranges on contractor services, and are they tax exempt?	<p>There are no suggested ranges for contractor services. Please keep in mind that the maximum award for a Phase A project is \$50,000, and the maximum award for a Phase B project is \$80,000.</p> <p>Products/services are exempt from sales tax when sold or donated to nonprofit religious, educational, and charitable institutions that have applied and received a Certificate of Exemption from the Tennessee Department of Revenue. The exemption applies to products/services that the nonprofit organization purchases for its use and consumption or to give away.</p> <p>For more information, please view this presentation, visit https://www.tn.gov/Revenue, or email Revenue.support@tn.gov</p>
6 The app will collect HIT and other sensitive data in accordance with the grant requirements. Is it permissible for grant funds to cover cyber liability insurance?	Insurance directly related to grant activities is an eligible cost. Please annotate these costs on the "Insurance" line item of the budget spreadsheet included with this RFA.
7 In this partnership, should the indicia of the state, TN Health, and the Coalition be included in some manner on all resources used for the project?	All notices, informational pamphlets, press releases, research reports, signs, and similar public notices prepared and released by the Grantee in relation to this Grant Contract shall include the statement, "This project is funded under a grant contract with the State of Tennessee." All notices by the Grantee in relation to this Grant Contract shall be approved by the State.
8 Are there formats for evaluations of the project that the grant board would prefer we use throughout and at the end of the project?	There is no preferred format for the evaluation. However, the chosen format should consider your target audience and who you want to share the results with. For further information on built environment project evaluation, please reference this Built Environment Evaluation guide .
9 Could the funds be utilized to stock the pantries at the grand opening or press release?	Yes. This amount would go on the "Supplies" line of the budget spreadsheet.

QUESTION / COMMENT	STATE RESPONSE
10 Will representatives from the coalition need to honor any press runs, interviews, conferences, etc. during the project to receive funds?	There are no requirements of the grantee to attend any press events, interviews, nor conferences. Grantee reporting requirements are found in section A.5 of all sample grant contracts included with this RFA posting.
11 The Coalition falls under UT & TSU Extension. Would the grant permit the submitter to submit under TSU?	The responsible fiscal agent should be the one applying for the grant.
12 Should the CDC Social Vulnerability Index for Census include the entire state, all of East TN or just my area?	Applicants must identify a target community where built environment improvements can advance health equity. TDH has pre-identified census tracts that have high social vulnerability according to their 2020 Social Vulnerability Index (SVI) as defined by the Centers for Disease Control and Prevention (CDC). A map with this data can be accessed at tn.gov/SVImap . The applicant's project must serve communities in one of the hi-lighted census tracts on the map. If the project is an infrastructure project, it must be constructed in one of the hi-lighted census tracts. If it is a planning project, the area the plan is for must include at least one hi-lighted census tract.
13 Was the teleconference recorded?	Yes, the link for the recording is: Webex meeting recording: RFA #34347-93124 Teleconference-20240425 1401-1
14 Our 501(c)3 nonprofit has a not-for-profit native plant nursery that grows and sells plants as a part of our organization. Our proposed HBE project will involve planting plants. Some of those plants we do not have in our inventory and will be sourced from elsewhere. However, some of those plants we do have in our inventory, and we'd likely want to use them in the project. How would that work, and how can we categorize that? These may be plants that we purchased a year ago and have been spending time, effort, water, and space on ever since, so simply supplying them for free to the project may be economically infeasible for us. At the same time, we can certainly source them from ourselves at a lower cost than we could source them from an outside vendor.	This should be allowed but will require communication and clarification with your grant manager. If awarded grant dollars that you wish to spend this way, you will be asked to write a letter to your grant manager explaining how the cost of obtaining the items this way would be lower versus market value.
15 Is there a way for me to see/print the entire application?	Yes. Please complete the first page and once you click next, you can right click on the application, and it will print the rest of the questions for you.
16 I believe on the teleconference this morning you instructed that state and local governments that have had contracts in Edison with the State of TN before, do NOT have to submit the W9 form? Can you confirm this?	You do not need to submit the W9.
17 If we have had contracts in Edison/interagency agreements with State of	No, you do not need to submit the direct deposit form.

QUESTION / COMMENT	STATE RESPONSE
TN before, do we NOT have to submit the direct deposit form?	

3. **RFA Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFA not expressly amended herein shall remain in full force and effect.