



STATE OF TENNESSEE
DEPARTMENT OF HEALTH

**REQUEST FOR APPLICATION # 34301-17625
AMENDMENT # 1
FOR HEALTHY BUILT ENVIRONMENT FUNDING
OPPORTUNITY**

DATE: FEBRUARY 9, 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"		February 9, 2024
5. Letter of Intent Deadline	2:00 p.m.	March 1, 2024
6. State issues Invitations to Apply		April 12, 2024
7. Application Teleconference	9:00 a.m.	April 16, 2024
8. Written "Questions and Comments" Deadline	2:00 p.m.	April 19, 2024
9. State Response to Written "Questions and Comments"		April 26, 2024
10. Deadline for Applications	2:00 p.m.	May 10, 2024
11. Evaluation Notice Released		May 31, 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 The RFA states on page 4: "All infrastructure projects must include the community in the decision-making process, and documentation of community involvement through committees, reports, and master plans should be provided throughout work progress." As far as the master plan portion of that statement,	It can be a plan for the specific area. The important thing is to demonstrate that the community was involved in identifying the need for the construction and that they were involved throughout the design process and will continue to be involved throughout construction.

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is the requirement to have a comprehensive master plan that is up to date? Or is this simply a plan for the specific area that the infrastructure would be placed (ie: have a master blueprint plan of the playground with the expected outcomes)?	
2 We had a Project Diabetes Grant from 2016-2019 and had walking tracks that connects our schools and the use of these have been even better than we had hoped for. But the lighting we chose which was solar lightening and the poles were of a cheaper quality. Could we use this to improve lightening structures and re-seal our walking tracks?	Yes.
3 Was the teleconference recorded?	Yes, the link for the recording is: RFA #34301-17625 Letter of Intent Teleconference-20240130 1500-1
4 Are there certain words or phrases we should avoid saying in the letter of intent application step? Given there's a direct connection between transportation modes and exercise/health, but should communities use discretion when using the HBE grant to assist with implementing infrastructure components of transportation systems? Examples are lighting, ramping, park benches, wayfinding signage. Just want to make sure that the project narrative doesn't "go too far to disqualify." Using certain key words like "offsetting cost" or allusion to funding infrastructure needs that should be applied to TDOT/DOT grants comes to mind. Aside from the section pertaining to ineligible activities (<i>funds cannot be spent on salaries for government employees, subsidies for individuals, lobbying activities, or for existing services</i>), I couldn't find anything specifically barring what I mentioned above.	We are not looking for any key words to disqualify you outside of ineligible activities in the RFA and restrictions listed in the sample contract.
5 After looking at the TDOH website, including the interactive map, I didn't find a list of 2023 winners. I also did a google search and found only one reference to an award to The Trousdale School in Bradley County for 2023. Did I hear correctly during the teleconference that no one had a winning application, or was that referring to another grant? Like any grant, there's a learning process for it, so I would like to consider contacting a winner to ask them about their implementation (in particular, the winners who have multimodal/active transportation elements) plus also learn from the winners for how they did it. Not requesting personal contact information, but just wanting to know the project and the community and then ask the locals.	<p>We had 14 grant recipients in 2023. They were: Carroll County Inclusion Park, City of Charlotte, City of Kingsport, City of Lafayette, City of Shelbyville, Hometown Service Coalition, Hope Hohenwald Inc., Humphreys County, South Cumberland Community Fund, The University of Tennessee, Trousdale School Inc., Two Bikes, Warren County Board of Education, and YMCA of Metropolitan Chattanooga.</p> <p>We will be updating our map soon at tn.gov/builtenvironment to include them.</p>
6 Are we eligible to apply this year if we applied	You are eligible to apply this year if you were not awarded a

QUESTION / COMMENT	STATE RESPONSE
last year?	grant contract in the 2023 funding cycle.
7 We are hoping to build a playground at a school site that is not located within the target census area. Our site is 3/10 of a mile from the target census area and serves students within the target census area. The playground will also be open for the community outside of school hours. Are we eligible to apply for this funding?	No. Per the RFA, "If the project is an infrastructure project, it must be constructed in one of the hi-lighted census tracts."
8 Question #10 asks for an address of where the project will take place, but if they are doing a plan for the eligible census track, what would that address look like?	Please pick an address or intersection that is in a central location that the plan is for.
9 For Phase A, can the funds be used in additional to local budgeted funds for a Master Plan? For instance, if we have X for a master plan, could we apply and potentially make the funds for the grant X + Y (up to 50k in this grant)?	Yes. Per the RFA, "Matching funds are not required, but TDH encourages applicants to include commitments of cash or in-kind services to demonstrate support for their project."
10 For Phase B, does a master plan have to be in place to qualify for this funding? We have engaged the community related to building a new park and rebuilding a playground at a park property that is now a school. We have received bids for the playground and students at the school were given 3 dots to "vote" to narrow the selections. The top 2 choices tied, so each child will be given one dot to vote for which of the 2 they would like to be selected and installed. Would this count for community engagement? Would we be allowed to apply for this phase for this project since we are this far into the process? would the funds only be available for expenses after 7/1 or could they be used for this project if awarded?	A master plan does not need to be in place if you can demonstrate community engagement in selection and design of the construction by other means and demonstrate how you will continue to involve them throughout the process. You cannot use any grant funding until the start date of your grant contract, which we anticipate being July 1, 2024.
11 We have worked with TDEC for many years, building segments of a trail. It used to be an unofficial process to complete trail segments but has become more regulated in recent years. An official bidding process is conducted when contracts are released for segments of the trail. We are almost exclusively the contractors involved in building these segments, though a few smaller for-profit organizations have bid on segments in the past. Will the contract process with TDEC be a disqualifier for this grant?	No. However, grantees should follow procurement requirements outlined in the grant contract. Please refer to the posted sample contracts for more information.
12 Our biggest expense is our staff payroll. The funds will be used to offset the cost to TDEC, which mostly includes covering the trail crew's wages and workforce development. Is this an acceptable use for the grant funds?	Salaries are an acceptable budget line item.

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13 The request for application document notes that funds cannot be used for existing services. Our project has been ongoing for decades, though each segment of the trial is released upon the state's timeline. Does this count as an existing service?	If the Healthy Built Environments funds are for a specific, new segment of the project, this would be eligible.
14 Phase A – Do committee members conduct needs assessments?	All assessments should engage the target community in the process and share the results with them.
15 Can the grant fund fuel vouchers or bus passes for clients to access existing resources?	Unfortunately, we do not have funds in this grant for programming. Proposed projects must be for Phase A (Convening, Assessment, and/or Planning) or Phase B (Infrastructure Design and Construction).
16 Can the grant fund multiple projects of the coalition or one?	Per the RFA, “Each applying organization should only submit one application.”
17 Are we more likely to get funded if we do not ask for the maximum amount?	The amount you ask for is not a scored component. However, you are scored on cost effectiveness. Please refer to page 5 of the RFA for how we determine cost effectiveness in your letter of intent.
18 Are certain projects prioritized over others? For example, a restroom facility more or less than new lighting at a walking track?	No. All eligible projects will be scored with the same criteria as defined in the RFA.
19 Is equity a factor in determining who gets funded?	Yes. According to the CDC, “health equity is the state in which everyone has a fair and just opportunity to attain their highest level of health”. According to the RFA, “Applicants must identify a target community where built environment improvements can advance health equity.” Also, page 4 of the RFA explains that Letters of Intent will be evaluated based on need. The proposed activities should “address a defined need (including health disparities) in a defined community.”
20 Is it possible to reduce the number of applicants to send Full Application invites to?	Yes.
21 If I could not attend the teleconference, can I still apply for grant funding?	Yes.
22 Our partnership serves many SVI "red" areas including the poorest Zip Code in TN. However, the construction project we would be applying for does not directly fall in a "red" area. Is this acceptable?	No. Per the RFA, “If the project is an infrastructure project, it must be constructed in one of the hi-lighted census tracts.”
23 Could you confirm that the LOI has a total of 15 questions?	Yes, the Letter of Intent (LOI) has a total of 15 questions.

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.