



Clean Air School Challenge Mini-Grant Guidelines

The American Lung Association was awarded a 5-year grant from the United States Environmental Protection Agency under assistance agreement # 84098901 (CFDA 66.034). Through its Clean Air School Challenge program, the Lung Association will provide mini-grants to support schools in developing or implementing comprehensive Energy Efficient Indoor Air Quality Management Plans. Mini-grants will be awarded to approximately 800 schools nationwide between July 2025 and December 2028.

Mini-grants:

There are three levels of mini-grants available. Schools may receive funding from one or more of these levels, but only one level may be applied for at a time. Schools must successfully meet the requirements laid out in the previous level(s) before they apply for the next one. A separate application is required for **each** mini-grant level.

- **Assess mini-grant:** Schools may apply for \$2,500 to conduct assessments of their school for indoor air quality and energy management. Up to ten (10) schools within a district can receive Assess funding for a total of \$25,000 per district.
- **Plan mini-grant:** Schools may apply for \$3,000 for Energy Efficient Indoor Air Quality Management Plan development. Up to ten (10) schools within a district can receive Plan funding for a total of \$30,000 per district. Before applying for Plan mini-grant funding, schools must have completed an IAQ assessment and/or energy audit within the last five years. This document must be submitted with the application.
- **Act mini-grant:** Schools may apply for \$4,000 for Plan implementation. Up to ten (10) schools within a district can receive Act funding for a total of \$40,000 per district. Before applying for Act mini-grant funding, schools must have completed an IAQ assessment and/or energy audit within the last five years and already have an Energy Efficient IAQ Management Plan. These documents must be submitted with the application.

What the mini-grant will support:

Mini-grant funding supports schools in carrying out activities aligned with each funding level (Assess, Plan, Act). All grant-supported work must occur within the designated mini-grant period as laid out in the "Timeline" section below. Costs for activities completed prior to the application submission date are not eligible for reimbursement. Grants are not guaranteed.

Assess mini-grants support schools in conducting indoor air quality and/or energy management assessments. Schools are strongly encouraged to use their state's required school assessment form or the Lung Association's Energy Efficient Indoor Air Quality School self-assessment tool.

Examples of **Assess** activities and acceptable use of funds include, but are not limited to:

- Completing a building walkthrough assessment
- Determining clean air exchange rates
- Conducting a staff survey of indoor air quality issues
- Testing for radon, asbestos, or mold

Plan mini-grants support schools in writing and developing an Energy Efficient Indoor Air Quality Management Plan. This level of funding can also support schools to expand and enhance an existing Plan.

Schools are strongly encouraged to use their state's required model indoor air quality management plan or the Energy Efficient Indoor Air Quality Management Plan template provided by the Lung Association. The Lung Association will review all Plans and may provide recommendations to strengthen their overall comprehensiveness. Schools must share their Assessment findings during the Plan mini-grant application process.

Examples of **Plan** activities and acceptable use of funds include, but are not limited to:

- Staff time to write or update an Energy Efficient Indoor Air Quality Management Plan
- Staff education around energy management or indoor air quality
- Staff training and certification around radon measurement

Act mini-grants support schools in implementing components of an Energy Efficient Indoor Air Quality Management Plan. Schools must share their Energy Efficient Indoor Air Quality Management Plan and documentation of an IAQ and/or energy assessment conducted within the past five years during the application process. If the submitted Management Plan does not meet minimum criteria for comprehensiveness, the Lung Association may make recommendations to strengthen the Plan before approving funding at this level.

Examples of **Act** activities and acceptable use of funds include, but are not limited to:

- Change of cleaning products to those with low volatile organic compounds (VOCs)
- Change of light bulbs to low energy LED
- HEPA vacuum cleaners
- Integrated pest management
- Outdoor "no idling" signs
- Reflective window coverings
- Timers for electrical equipment or lighting

Note: Mini-grants cannot be used for single-time maintenance activities such as painting, repairing leaky faucets, or repairing a piece of playground equipment. Funds cannot be used for construction or lobbying.

Timeline for mini-grant execution:

Assess mini-grants: Schools have six (6) months from signing the Memorandum of Understanding (MOU) with the Lung Association to complete their assessment and share through the Clean Air School Challenge School Portal or via email at CASCDocuments@Lung.org.

Plan mini-grants: Schools have six (6) months from signing the Memorandum of Understanding (MOU) to complete their Energy Efficient Indoor Air Quality Management Plan and share through the Clean Air School Challenge School Portal or via email at CASCDocuments@Lung.org.

Act mini-grants: Schools have twelve (12) months from signing the Memorandum of Understanding (MOU) to complete implementation activities funded by this mini-grant and share a final report through the Clean Air School Challenge School Portal or via email at CASCDocuments@Lung.org.

Mini-grant distribution:

For all mini-grants, \$500 will be remitted when the Memorandum of Understanding (MOU) is signed and a current, completed W-9 form is shared with the Lung Association. The remaining funds will be distributed after the respective mini-grant level’s documentation or final report is shared and approved.

Who may apply:

Any school leadership staff (Principal, Vice-Principal, etc.) or their designee can apply for a mini-grant. Staff should engage with district leadership prior to submitting an application.

Applicant requirements:

- All schools applying for a mini-grant must first be signed up to participate in the American Lung Association’s Clean Air School Challenge (CASC)
- K-12 public or charter school and some tribal schools are eligible
- Priority will be given to schools with Title 1 designation, in tribal and/or rural communities

Required documents:

- During the application process, schools must share:
 - Clean Air School Challenge mini-grant application form
 - If applicable, the school’s existing indoor air quality or energy assessment findings and/or existing written Indoor Air Quality Management Plan.
- If awarded, a school must:
 - Sign a Memorandum of Understanding (MOU)
 - Provide a current W-9

Reporting:

Schools receiving mini-grants need to share the following via the Clean Air School Challenge School Portal or email within the timeframe laid out in the “Timeline” section above:

- **Assess mini-grants** – Building walkthrough and/or other indoor air quality and energy assessment findings.
- **Plan mini-grants** – A written Energy Efficient Indoor Air Quality Management Plan.
- **Act mini-grants** – A final report with photos detailing implementation activities.

Submission and review periods:

Applications are accepted on a rolling basis, until all mini-grants are awarded.

Applications Received	Review Period	Schools Notified
Jan 1 through Feb 28	Mar 1-10	By March 15
Mar 1 through Apr 30	May 1-10	By May 15
May 1 through June 30	July 1-10	By July 15
July 1 through Aug 31	Sept 1-10	By September 15
Sept 1 through Oct 31	Nov 1-10	By November 15
Nov 1 through Dec 31	Jan 1-10	By January 15

Questions? Contact CASC@Lung.org.

Clean Air School Challenge Mini-Grant Application

Applying schools should complete the mini-grant application within the [CASC School Portal](#). Schools unable to access the Portal can complete this application.

Submit completed mini-grant applications to CASCdocuments@Lung.org.

1. Application Contact

Mini-grant Primary Contact:

Name:
Title:
Phone:
Email address:

School Leadership Contact (Principal, Vice Principal, etc.) if different than Primary Contact:

Contact name:
Title:
Phone:
Email address:

District Leadership Contact (Superintendent, Assistant Superintendent, etc.):

Contact name:
Title:
Phone:
Email address:

Facilities Contact:

Contact name:
Title:
Phone:
Email address:

2. School Profile

Name of school:

Name of district:

Is your school already signed up for the Clean Air School Challenge?

Yes (*if so, skip to Section 3: Indoor Air Quality and Energy Management Activities*)

No

NCES # (if applicable):

Address:

City:

State:

Zip code:

Tribal school? Yes No

Title 1 designation? Yes No

Ownership: Public Charter Private

School locale, as assigned by [NCES](#): city suburban town rural

Number of students in the school:

<100 100-199 200-499 500-749 750-999 ≥ 1000

Number of staff in the school:

Percent of students eligible for free/reduced lunch:

<35% 35-49% 50-74% 75% or more

3. Indoor Air Quality and Energy Management Activities

Has this school conducted an Indoor Air Quality Assessment and/or Energy Audit within the past five years?

Yes No

If yes, please attach findings.

Does this school have an existing written Indoor Air Quality and/or Energy Management Plan?

Yes No

If yes, please attach Plan(s)

4. Funding Request

Which level of mini-grant funding are you applying for? (Select one)

- Assess (\$2,500): Conduct indoor air quality assessment and/or energy audit
Plan (\$3,000): Develop a written Energy Efficient Indoor Air Quality Management Plan
Act (\$4,000): Implement Energy Efficient Indoor Air Quality Management Plan activities

Provide a brief itemization of how mini-grants funds will be used.

Refer back to guidelines for examples of eligible activities and ensure the funding level applied for on this application matches the type(s) of activity you indicate funds will be used for.