

## 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 apply for any or all levels; however, schools must successfully complete 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.

1. **Assess mini-grant:** Schools may apply for up to \$1,000 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 \$10,000 per district.
2. **Plan mini-grant:** Schools may apply for up to \$2,000 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 \$20,000 per district. Schools must complete and submit a completed indoor air quality (IAQ) assessment to be eligible for a Plan mini-grant.
3. **Act mini-grant:** Schools may apply for up to \$3,000 for Plan implementation. Up to ten (10) schools within a district can receive Act funding for a total of \$30,000 per district. Schools must complete and submit an indoor air quality (IAQ) assessment and Energy Efficient Indoor Air Quality Management Plan to be eligible for an Act mini-grant.

### **What the mini-grant will support:**

**Assess mini-grants** supports schools to conduct indoor air quality & energy management assessments. Schools may either use their state's required school assessment form or the Lung Association's Energy Efficient Indoor Air Quality School Assessment form. Examples of assessment costs might include:

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

**Plan mini-grants** supports 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 may either use their state's required model indoor air quality management plan or the Lung Association's model Energy Efficient Indoor Air Quality Management Plan. All Plans will be reviewed by the Lung Association to ensure they are comprehensive. Schools must

share their Assessment findings during the Plan mini-grant application process. Examples of Plan mini-grant costs may include:

- 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 to implement components of an Energy Efficient Indoor Air Quality Management Plan. Schools must share their Energy Efficient Indoor Air Quality Management Plan during the application process. If an Energy Efficient Indoor Air Quality Management Plan does not meet minimum criteria for comprehensiveness, the school must adopt a comprehensive Energy Efficient Indoor Air Quality Management Plan and share it with the American Lung Association before the school can initiate implementation activities.

Examples of Act mini-grant costs may include:

- 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.

**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.

**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.

#### **Mini-grant distribution:**

For all mini-grant levels, \$500 will be provided when the Memorandum of Understanding (MOU) is signed and the W9 form is shared with the Lung Association. The remaining funds will be distributed after the respective mini-grant level's final report and documentation is shared and approved.

**Who may apply:**

Any school leadership staff (Principal, Vice-Principal, etc.) or their designee can apply for a mini-grant. Schools should engage with district leadership in advance of submitting a mini-grant application. Schools receiving mini-grants must obtain signatures from both school leadership and district leadership on the Memorandum of Understanding (MOU).

**Applicant requirements:**

- All schools applying for a mini-grant must be sign up and participate in the American Lung Association's Clean Air School Challenge (CASC)
- K-12 public or charter school and 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 assessment findings and/or existing written Indoor Air Quality Management Plan.
- If awarded, a school must share:
  - Signed Memorandum of Understanding (MOU)
  - Current W-9

**Reporting:**

Schools receiving mini-grants need to share the following reports and documents via the Clean Air School Challenge School Portal within the timeframe laid out in the "Timeline" section above:

- **Assess mini-grants** – Building walkthrough and/or other indoor air quality and energy management assessment findings.
- **Plan mini-grants** – A comprehensive written Energy Efficient Indoor Air Quality Management Plan that is modeled after their state's required model indoor air quality management plan or the Lung Association's Energy Efficient Indoor Air Quality Management Plan.
- **Act mini-grants** – A comprehensive written Energy Efficient Indoor Air Quality Management Plan that is modeled after their state's required model indoor air quality management plan or the Lung Association's Energy Efficient Indoor Air Quality Management Plan and a final report with photos detailing implementation activities.

**Submission deadlines:**

Mini-grant applications are accepted on a rolling basis, until all mini-grants are awarded. Applications will be reviewed every other month of each year starting July 1, 2025 (i.e., July 1, September 1, November 1, January 1, March 1, May 1 of each year). Decisions will be made, and schools will be contacted by email by the 15<sup>th</sup> of the month of the review.

**Questions?** If you have additional questions, please contact [CASC@Lung.org](mailto:CASC@Lung.org)

## Clean Air School Challenge Mini-Grant Application

Applying schools should complete and submit the information below. **Submit completed mini-grant applications to [CASCdocuments@Lung.org](mailto: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 above:

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:

[NCES #](#) (if applicable):

Address:

City:

State:

Zip code:

Name of district:

Tribal school? ☐ Yes ☐ No

Title 1 designation? ☐ Yes ☐ No

Public, charter, or private school? Select an option

School Locale, as assigned by [NCES](#): Select an option

Number of students in the school:

Number of staff in the school:

Percent of students eligible for free/reduced lunch:

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)

### 3. Funding Request

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

☐ Assess (\$1,000): Conduct indoor air quality and energy management assessment

☐ Plan (\$2,000): Develop a comprehensive, written Energy Efficient Indoor Air Quality Management Plan

☐ Act (\$3,000): Implement Energy Efficient Indoor Air Quality Management Plan activities

### 4. Brief itemization of how mini-grants funds will be used.