

HVAC Indoor Air Quality Grant Program for Public Schools

Fiscal Year 2024





I. Purpose

“...encourage public school districts to install, replace, or upgrade, their heating, ventilation, or air conditioning (HVAC) systems.” “...to support healthy learning environments...”



II. Statutory Authority

“For the fiscal year ending June 30, 2023, and **each fiscal year after that...**” “...to reimburse local and regional boards of education for costs associated with projects...”



IV. Eligibility Criteria (utilized for evaluation in a competitive grant process)

- a. Age and condition of current HVAC systems or equipment
- b. Current air quality issues
- c. Age and condition of school building
- d. District's master plan
- e. Availability of maintenance records
- f. Plans for routine maintenance and cleaning of HVAC system
- g. Local BOE's ability to finance the remainder of the project's cost (55.71%)



V. Priority Areas

Used as part of the evaluation criteria to determine an application's competitiveness

- a. No mechanical system
- b. Limited mechanical capability
- c. Other improvements to indoor air quality. (requires peer-reviewed scientific evidence and to be supported by ASHRAE standards & guidelines (Appendix G))



VII. Funding and Deadlines

ARPA and Public Act 22-118 made a total of \$244 million available in current round. Must be completed by the end of the calendar year following the year of the grant commitments. (i.e, a project funded in March 2024 must be complete by December 31, 2025.) An additional \$150 million in bonding will be available in FY25.



VIII Cost Sharing or Matching

Hebron's reimbursement rate is 55.71% for FY24. The town must fund 44.29% of the project.



IX. Application Requirements (used for round 1)

- A. Project Costs
- B. Cost Estimate (detailed plan prepared by a mechanical contractor, engineering firm, or professional cost estimating firm)
- C. Local Funding Authorization Letter (with supporting documentation)
- D. Resolution 1* - Authorizes the application
- E. Resolution 2* - Creates a Project Building Committee
- F. Resolution 3* - Approves the preparation of drawings for the project
- G. Educational Specifications (project plan, one per school)
- H. Approval of Educational Specifications by the BOE (signed & dated meeting minutes)
- I. Risk Assessment (Appendix D)

*All Resolutions must be signed, dated and certified by the town clerk. (Appendix C)



X. Terms

- Maintain documentation for reimbursements
- Awardees are subject to an Audit
- Procurement Requirements 2 CFR 200.317 through 200.327 (Appendix E)
- Project & Expenditure Reports required quarterly including obligations, expenditures, and project status.



XI. Out-of-Scope Activities

- A. Disallowed Costs
 - a. Routine maintenance and cleaning
 - b. Work otherwise eligible for a school building project
 - c. Administrative or service facilities not located within a public school building.
- B. Supplanting: these funds can not be used as matching requirements for other federal or state funding.
- C. Ineligible Technologies and Equipment: Focus should be on HVAC systems. But if other technologies are requested, they must be peer reviewed.



XII. Contact, XIII. Due Date & XIV. Pre-Application Webinar

- Contact:
 - DAS.GrantsAdministration@ct.gov
 - <https://ct.gov/hvacgrants>
- Due Date:
 - December 31, 2023 @ 5:00pm
- Webinar:
 - An early fall webinar will review application, evaluation and award process.



XV. Submission Instructions, XVI. Evaluation, & XVII. Selection and Notification

- Submission:
 - One application per school will be submitted through the CORE-CT system
 - Questions are in Appendix A
- Evaluation:
 - Application Evaluation Rubric is in Appendix B
 - 1st 11 items are required (pass/fail), scoring is based on items 12-18.
- Selection and Notification
 - Award letters will include level of funding, effective dates
 - Those not approved will receive a letter detailing the deficiencies of their application (with an opportunity to correct and resubmit prior to final notifications)

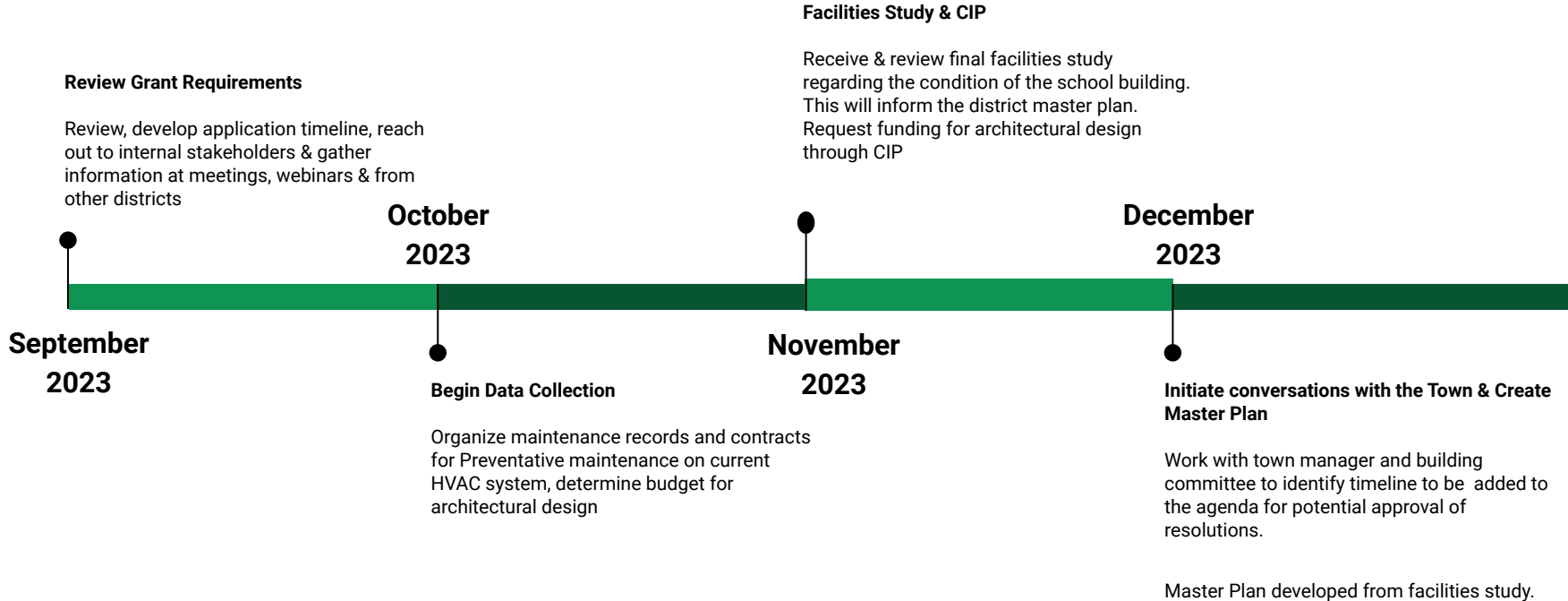


XVIII. Contract Compliance

- CGS 4a-60g sets a minimum goal of 25% for CT-based Small Business Enterprises and 6.25% for CT-based Minority Business Enterprises.
- The municipality must comply with applicable CHRO requirements including adding specific CHRO language in the bid documents/solicitations/advertisements and executed contracts.
- Questions: Alvin Bingham alvin.bingham@ct.gov (see Appendix F)



Project Timeline 2023





Project Timeline 2024





Project Timeline 2024-2025

