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Washington Office of Superintendent of  
**PUBLIC INSTRUCTION**  
Chris Reykdal, Superintendent

k12.wa.us

September 13, 2023

( ) Action Required  
(X) Informational

BULLETIN NO. 061-23 SCHOOL FACILITIES AND ORGANIZATION

TO: Educational Service District Superintendents  
School District Superintendents  
School District Business Managers

FROM: Chris Reykdal, Superintendent of Public Instruction

RE: Application Assistance for Renew America Schools Grants

CONTACT: Randy Newman, Director, School Facilities and Organization  
[randy.newman@k12.wa.us](mailto:randy.newman@k12.wa.us), 360-725-6267

## PURPOSE/BACKGROUND

Sheet Metal, Air, Rail and Transportation (SMART) Workers, Local 66, which covers all of the State of Washington, is offering assistance to school districts to apply for [United States Department of Energy Renew American Schools grant funding](#) to allow schools to make needed air handling and energy infrastructure improvements that reduce building operating costs.

SMART will assist school districts in developing grant applications for building improvements which include air ventilation to improve air quality in classrooms, heating and air conditioning, energy efficiency, and renewable energy opportunities. The goal of SMART is to install new mechanical and energy saving systems in school buildings to reduce maintenance costs, improve the health of children in the buildings, and create well-paying jobs.

SMART has hired [Community System Solutions \(CSS\)](#) to develop and run this assistance program. CSS is a non-profit organization which provides grant writing and project management services to public and private organizations, including trade unions. If you wish to participate in this program, please contact Mike Bahr of Community System Solutions at 541-505-2429 or [mike.bahr@cssgrants.org](mailto:mike.bahr@cssgrants.org).

CSS will conduct a quick, free eligibility screening based on the federal priority of targeting schools in disadvantaged communities as schools which serve as community assets.

SMART assistance will provide no-cost support for the following steps of the application process:

1. CSS will coordinate with school districts and facilities managers to schedule facility audits at all schools in each participating school district.
2. SMART team auditors will review ventilation/air handling, heating and air conditioning equipment, and electrical systems.
3. SMART members will set up air handling/ventilation monitors in selected classrooms to check existing airflow.
4. Based on the information gathered, equipment and construction budgets will be created for the grant applications.
5. CSS will prepare the grant applications and coordinate with the school districts regarding grant information and submission of the grant.
6. The grants will be submitted in the name of the school district.
7. If awarded, the grant will be awarded to the school district. Grant application will include grant management and project management funds to cover the school district's cost of managing the grant and project.

The only requirement for schools to participate in the program are if they receive a grant, they must:

- Provide a cost share of at least 5% of the total project allowable costs.
- Follow the grant's federally required labor standards, which includes that workers on the projects have the right to join a union.
- Follow Revised Code of Washington (RCW) Chapter 39 – Public Contracts and Indebtedness.

## INFORMATION AND ASSISTANCE

For questions regarding this bulletin, please contact Randy Newman, Director, School Facilities and Organization, at 360-725-6267 or email [randy.newman@k12.wa.us](mailto:randy.newman@k12.wa.us). The OSPI TTY number is 360-664-3631. This bulletin is also available on the [Bulletins](#) page of the OSPI website.

Tennille Jeffries-Simmons  
Chief of Staff

T.J. Kelly  
Chief Financial Officer

Randy Newman  
Director, School Facilities and Organization

CR:rn

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