



How to Apply for a Texas Clean School Bus Grant

The Texas Clean School Bus grant money is available on a **first-come, first-served basis starting August 15, 2008**. The first round of grant applications will be accepted until **December 15, 2008**.

Steps to Apply for Grants

If your school district is interested in applying for a Clean School Bus grant, please review the following recommended steps:

1. Download or obtain hard copies of the grant documents.
2. Review the Request for Grant Activities and the Grant Application and Agreement forms.
3. Prepare an inventory of buses eligible for retrofit.
4. Determine the number of buses to retrofit.
5. Determine the best retrofit for eligible buses based on engine and model year.
6. Identify and compile all necessary information about the buses to be retrofitted.
7. Obtain all necessary approvals to apply for a grant and to sign a grant agreement.
8. Conduct required bidding processes or other steps to obtain final price quotes.
9. Compete, sign, and submit three copies of the Grant Application and Agreement and other necessary items, such as quotes.

Grant Forms and Applications

The following forms and documents for the grant application period of **August 15, 2008 to December 15, 2008** are provided to assist you in administering your grant. You can download them at www.TexasCleanSchoolBus.org Web site.

Request for Grant Activities for School Bus Retrofits

Outlines program eligibility, application process, and terms and conditions.

Grant Application and Agreement

Captures the applicant's information, retrofit technologies to be used, and bus information.

Request for Reimbursement

Reimbursement forms to be used by applicant after grant application is approved and retrofit is completed.

Contact Us

For more information about this program, or how your school district can reduce school bus emissions, call the TCEQ at 512-239-3100, or send an e-mail to: CleanBus@tceq.state.tx.us

Important Dates

August 15, 2008 – December 15, 2008 Applications will be accepted

March 31, 2009 Project Completion deadline