



REQUEST FOR APPLICATION (RFA)

Kentucky AED Grant

<p style="text-align: center;">Deadline:</p> <p style="text-align: center;">March 6, 2026 <i>(Applications received after 4 p.m. (ET) will NOT be reviewed)</i></p>	<p style="text-align: center;">Issued By:</p> <p style="text-align: center;">Kentucky Department of Education Office of Finance & Operations Division of District Support</p>
<p style="text-align: center;">Email All Questions To:</p> <p style="text-align: center;">KDE Procurement Branch KDERFP@education.ky.gov <i>(Questions will only be accepted via email)</i> Before February 6, 2026, by 4 p.m. (ET)</p>	<p style="text-align: center;">Submit Applications to:</p> <p style="text-align: center;">KDERFP@education.ky.gov <i>(Only electronic applications will be accepted)</i></p>
<p>Specific Instructions:</p> <p><u>Failure to follow these specific instructions will deem an applicant’s response non-responsive and will not be scored.</u></p> <ol style="list-style-type: none"> 1. All public school districts in Kentucky and Kentucky School for the Blind (KSB) and Kentucky School for the Deaf (KSD) are eligible to apply. 2. The public school district must submit one application encompassing all schools. 3. The Kentucky Department of Education (KDE) reserves the right to waive minor technical issues. Applicants are responsible for monitoring KDE’s Competitive Grants webpage for amendments and updates to the posted RFA and supporting materials. 4. Plagiarism is strictly prohibited. The use of AI to generate application content will also be considered plagiarism. 	

Solicitation Schedule

Date	Event	Location	Participation
January 2026	RFA released	Online	N/A
February 4, 2026, at 10 A.M.	Technical assistance webinar	Online (link on competitive grants page)	Attending the TA session is strongly recommended
February 6, 2026	Questions deadline	Email	N/A
On or around February 12, 2026	FAQ posted	Online	recommended
March 6, 2026	Application deadline	Send to KDE	Required
March 24, 2026	Application review and scoring	Online	N/A
On or around April 14, 2026	Awardees are posted to KDE Competitive Grant Awards webpage.	Online	N/A
May 2026	MOA process (KDE & LEA)	N/A	Districts
June 2026	Funding available to LEA	N/A	Districts

Background and Purpose

The Office of Finance and Operations is issuing a Request for Application (RFA) for Kentucky public school districts, to include the Kentucky School for the Blind and the Kentucky School for the Deaf. In 2024, Kentucky’s General Assembly allocated funding to be used for the purchase of Automated External Defibrillators (AEDs) as found in [HB 1](#) page 21). This funding will assist in increasing the quantity of functional devices across the Commonwealth in the event of cardiac arrest emergencies on school property.

[KRS. 158.162](#) requires schools to maintain portable AEDs in public, accessible spaces, conduct annual training with staff, including all coaches, yearly report to the Kentucky Department of Education the number of devices in each building and a plan to purchase additional ones as funds become available. Additionally, a cardiac emergency response plan (CERP) is to be developed/revised by each school and rehearsed in-person prior to the beginning of each school year.

The Kentucky AED Grant will assist districts with the purchase of new devices when none are presently available; replace AEDs which are more than 8 years old; and to increase the inventory of such devices for the purpose of improving survival rates in the event of a cardiac event. District requests should prioritize buildings which regularly house students and staff for instructional and/or daily activity to maximize the limited resources.

Funding

The Kentucky Department of Education (KDE) anticipates funding approximately 300 awards of \$2,000 each for:

- 1) The purchase of an AED device for a school that does not have an AED.
- 2) The purchase of a replacement AED device for equipment that is more than 8 years old or is discontinued.
- 3) The purchase of additional AED devices for schools.

* Funding will be prioritized in the order listed above. The Kentucky Department of Education reserves the right to not fund and/or fund any portion(s) of a submitted grant application based on the RFA response and established priorities. Industry standards acknowledge that AEDs eight years or older may be more difficult to get replacement parts and/or less reliable than newer devices. Likewise, nationally accredited heart health organizations recommend having the ability to access and begin use of an AED within 3 minutes of a cardiac event to increase the victim's survival rate,

* Incurred costs exceeding the award amount per AED will be the responsibility of the awardee. When costs are less than the awarded amount, only the expended amount will be reimbursed to the awardee based on submitted invoice(s). Shipping costs may be included as an allowable expense.

The 2026 Kentucky AED Grant is a one-time award, with all funds required to be encumbered by December 15, 2026. Upon a balance remaining in the account from the previous Request for Application (RFA), KDE is issuing a second opportunity for districts to request financial support toward the purchase of additional AEDs. This is a reimbursement-based award, meaning that awardees must follow district procurement policies and protocols in the selecting and purchasing of the desired AED. A complete district invoice, vendor invoice, MUNIS Budget Report and AED Inventory Sheet must be sent together for reimbursement of the item(s) purchased. No funds will be dispersed until all the item(s) have been received and all completed paperwork has been sent and approved by KDE.

If successfully awarded funds in this RFA, districts should work with their selected vendor to maximize the value of funds being spent (i.e., additional devices or items being provided free of charge based on the amount of funds being spent with the vendor, including training of staff on device use, regular device maintenance). Funds CANNOT be used to purchase ancillary items such as AED batteries, pads, cases, cabinets or signage, but the vendor may include them for NO CHARGE. **If this is the case, the vendor must acknowledge this on the final invoice.**

The successful local school district awardee will receive an award of \$2,000 for each funded AED as part of the AED grant application.

A. **Form A:** The purchase of an AED device for a school that does not have an AED (highest priority).

On Form A, school districts should list all schools that currently do not possess a working, serviceable AED unit. Each school, currently not possessing an AED, will receive priority in the application review process for the purchase of one (1) AED.

This includes the following types of schools/locations:

District Office: the primary central district office location.

A1 – A school under the administrative control of a principal or head teacher.

A2 – District-operated, totally vocational-technical program.

A3 – District-operated, totally special education program.

A4 – District-operated, totally preschool program (for example, Head Start, state-funded preschool, or Parent and Child Education [PACE] program).

A5 – An alternative program that is a district-operated and district-controlled facility with no definable attendance boundaries that is designed to provide services to at-risk populations with unique needs. A5 virtual schools are not eligible for AED award.

Districts should utilize the 2025 [School AED Counts Report](#) to determine Form A requests.

- B. **Form B:** The purchase of a replacement AED device for equipment that is more than eight (8) years old or is discontinued. Each identified school may receive funding to purchase one (1) AED based on the RFA requests and available funds. This request form will be considered the second highest priority for funding based on RFA requests and availability of funds.

On Form B, districts can request funds for the replacement of AEDs that are more than eight (8) years old or have been discontinued by the manufacturer, rendering them unserviceable.

- C. **Form C:** The purchase of additional AEDs for high-risk or needy school locations. On Form C, districts can request additional AEDs for placement in high-risk or need locations. Requests on this form will be considered last in the RFA scoring process and be based on the requests and availability of funds. Examples include Gymnasiums, Sports Complexes where school-based sports practice or compete, Bus Garage.... Schools may request one (1) or more additional AEDs on Form C.

Key Terms and Definitions

- **Automated External Defibrillator (AED):** A lightweight, portable device, which delivers an electric shock through the chest to the heart when it detects an abnormal rhythm and changes the rhythm back to normal (*American Heart Association*)
- **High-risk or need school locations:** An area which has a high concentration number of people multiple times per day which may not be within a 3-minute access of an AED and/or a site that typically sees individuals engaged in moderate to strenuous physical activity or exercise.
- **School:** For the purpose of this RFA, a school must have an assigned National Center for Educational Statistics (NCES) unique code. However, if the grade band shares this identification code, they are considered a single school even if there are distinct areas within a building or on the same campus.
- **Serviceable:** Devices are adequately maintained on a regular cycle, replacing the batteries and adhesive pads as needed with the manufacturer’s suggested replacement parts. When models are discontinued or parts unavailable, the unit is deemed to be unserviceable.

Monitoring

KDE will review all documents submitted for the purpose of reimbursement of funds for AED purchases. Failure to comply with the purchasing and/or reimbursement guidelines may lengthen and/or disqualify the awardee from being reimbursed the expended amount.

Allocation of Funds

Upon selection and notification, awardees will be provided directions on the process to follow for purchasing the approved number of AEDs. Districts being selected to utilize the allocated funds from Kentucky's General Assembly will occur through a reimbursement process, meaning the Local Education Agency (LEA) will purchase the AED, following its procurement policy. Once the item(s) have been received and paid for by the LEA, documentation can be submitted to KDE for reimbursement up to the awarded amount. No funds will be reimbursed to the district if items were obligated prior to the award announcement or after the submission deadline of required documentation. Funds must be obligated by December 15, 2026.

Application Components

The application should contain the following items presented in the order listed below. Each component should be clearly labeled within the application.

1. Application Cover Page (required)
2. Form A (as needed)
3. Form B (as needed)
4. Form C (as needed)

Formatting Requirements

Formatting requirements are detailed on the forms.

Submission of Application

1. Scan or save the completed application in its entirety, including signatures, to PDF format. Save the original application as **26AED District Name**. (For example: Franklin County would submit their application as **26AED Franklin**)
2. Email to KDERFP@education.ky.gov
 - On the subject line of the email, type **26AED District Name**.
 - Application MUST BE RECEIVED-DATE/TIME STAMPED BY THE DEADLINE of March 6, 2026, 4:00 p.m. (ET).**
 - Keep in mind that email coming into the KDE is routed for security purposes through multiple networks and servers. Allow ample time for this and the possibility that email is not always received on the first try. Applications not received in the KDERFP inbox by the deadline will not be considered, regardless of the nature of the technical delay
 - Applicants can request confirmation of receipt in their submission email. KDE will confirm receipt of the email and attachments (if any). Please note the KDE does not open attachments to check for accuracy.
 - Applications received after the deadline will not be reviewed or considered for award.

- ❑ Do not CC others on application submissions.
- ❑ Do not send Google Docs or documents from Google Drive.
- ❑ Each PDF attachment **MUST** be less than 10,000 KB (or 10 MB) in size. Please work with your technology staff to ensure the correct file size. Files that are above the size limit will not be accepted.

Evaluation of Application

Internal reviewers will be trained for this specific competition, and they will evaluate applications according to the criteria established in the RFA. KDE will give priority to awarding all Form A requests first. Secondary priority will apply to all Form B requests. The award of Form C requests will be based on the RFA requests and availability of funds as well as the priority listed by the district on Form C and the number of students/staff served by the AED.

NOTE: Most national accredited heart-health organizations recommend an access time of no more than three minutes to an AED to increase survival rates when a cardiac event occurs. This should be considered in AED acquisition, placement and training.

Kentucky AED Grant Cover Page

DISTRICT NAME	Click or tap here to enter text.	
DISTRICT ADDRESS	Click or tap here to enter text.	
SUPERINTENDENT	Click or tap here to enter text.	Phone: Click or tap here to enter text. Email: Click or tap here to enter text.
FINANCE OFFICER	Click or tap here to enter text.	Phone: Click or tap here to enter text. Email: Click or tap here to enter text.
DISTRICT CONTACT FOR AED GRANT	Click or tap here to enter text.	Phone: Click or tap here to enter text. Email: Click or tap here to enter text.

I assure the attached application contains accurate information. I understand grant applications with incorrect or falsified information will not be considered for review or will be revoked once awarded. I assure the application has been reviewed and approved and the district and school will comply with all requirements, both technical and programmatic, pertaining to the grant. Failure to continuously meet compliance requirements and deadlines could result in partial or complete loss of funding for the grant and may impact future funding.

Assurance of Commitment from the District level officials.

Superintendent

Date

Finance Officer

Date

AED Grant Contact

Date

Notary Signature

Date Exp. Date

FORM A

Instructions: Form A is to be used to request one (1) AED for a school that has not previously encumbered the cost or currently has one in its building. Additional lines may be added to this form if needed. Please use the font embedded in the form. *NOTE: If an educational facility is housed within another facility (e.g., a preschool within an elementary, area technology center within a high school), it is not considered a separate facility and must use the assigned school type as its reference.*

District Name:		Click or tap here to enter text.	
	School/Program Name	Full School Address	School Type (A1, A2, A3, A4, A5, or District Office)
1	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
2	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
3	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
4	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
5	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
6	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
7	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
8	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
9	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
10	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

FORM B

Instructions: Form B is to be used to request one (1) AED for a school that owns a device that is eight (8) or more years old or has been discontinued by the manufacturer and is no longer serviceable. Additional lines may be added to this form if needed. Please use the font embedded in the form. *NOTE: If an educational facility is housed within another facility (e.g., a preschool within an elementary, area technology center within a high school), it is not considered a separate facility and must use the assigned school type as its reference.*

District Name:		Click or tap here to enter text.	
	School/Program Name	Full School Address	School Type (A1, A2, A3, A4, A5 or District Office)
1	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
2	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
3	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
4	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
5	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
6	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
7	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
8	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
9	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
10	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

FORM C

Instructions: Form C can be used to request additional AEDs to be placed in high-risk or need school locations. Examples include Gymnasiums, Sports Complexes where school-based sports practice or compete, Bus Garage. Schools may request one (1) or more additional AED per school on this form. List one AED per line. Please list additional locations on Form C based on district priority. Additional lines may be added to this form if needed. Please use the font embedded in the form. *NOTE: If an educational facility is housed within another facility (e.g., a preschool within an elementary, area technology center within a high school), it is not considered a separate facility and must use the assigned school type as its reference.*

District Name:		Click or tap here to enter text.	
	School/Program Name	Proposed AED Location (Ex: Gym entrance, main office, fieldhouse)	AED to Student and Staff Ratio (Ex: 10:2,500)
1	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
2	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
3	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
4	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
5	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
6	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
7	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
8	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
9	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
10	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.