



IFA Lead Sampling Program

Steps for Participants

The Indiana Finance Authority (“IFA”), with assistance from the Indiana Department of Environmental Management, has developed Phase II of the Lead Sampling Program to help schools and child care facilities assess if there is a presence of lead in drinking water within their buildings. Below are the steps participants will take once they are accepted into the program.

Program Steps:

1. Attend first webinar training (“Program Overview, Software, and Sample Design webinar”)
2. Create an online account in IFA’s data platform using a link sent by email
3. Verify data in platform is correct
4. Obtain a building map or floor plan
5. Create Sample Design in platform
6. Attend second webinar training (“Sample Collection webinar”)
7. Receive sample bottles
8. Ensure stagnation period and collect samples
9. Mail samples to lab using pre-paid postage labels provided by the IFA
10. Attend third webinar training (“Remediation and Communication webinar”)
11. Receive and review results
12. If any samples are equal to or above the threshold of 15 ppb:
 - a. Immediately restrict access to any fixture equal to or above 15 ppb
 - b. Within five days, a Remediation Technician will send a remediation plan. Review the plan and discuss the results and questions with a Remediation Technician, if needed
 - c. Complete remediation actions
13. Share results
 - a. Post results in the administrative office,
 - b. If possible, post results on the facility’s website, and
 - c. Notify parents and staff of the availability of the results
14. Use platform to let the IFA know that:
 - a. Remediation work has been completed and results have been shared

180 Days after Entering the Program:

All samples must be collected with 180 days of entering the program, unless the IFA approves an extension.

One Year after Entering the Program:

All remediation work must be complete within one year of entering the program unless the IFA approves an extension

For more information: Visit the Lead Sampling Program website: <https://www.in.gov/ifa/2998.htm>