

**Field Trip/Outreach Scholarship Application**

**2019-2020 School Year**

**Scholarship will cover all fees up to $250 for:**

* **Program at the Sacramento History Museum**

**OR**

* **Outreach Presentation at your school site.**

**School/Organization:**

**School Address:**

**City: State: Zip:**

**Contact Person:**

**Phone: Email:**

**Please check all that apply to school/organization:**  **Low Income  Title 1**

|  |  |  |  |
| --- | --- | --- | --- |
| **Number of Students** | **Grade Level** | **Number of Teachers** | **Number of Chaperones** |
|  |  |  |  |

**Applicants MUST send in this form with the Field Trip Request Form to be considered**

**for the scholarship.**

**Please allow two weeks for response. Forms may be submitted via fax, email or mail.**

**Signature:**   **Date:**



**Scholarship Request Form**

|  |  |
| --- | --- |
| Teacher’s Last Name | Teacher’s First Name |
| Teacher’s Contact Phone | Teacher’s Contact Email |
| School/Group Name Grade Level/ Age Group | |
| School Address | |
| **Teacher Name(s) for All Teacher(s) Attending for Gold Rush or Print Shop Program:** please include Miss, Ms., Mrs., Mr. | |

**I am interested in:** Visiting the Sacramento History Museum (You come to us!)Outreach Programs (We come to you!)

**Have you visited us before?** YesNo

**If no, how did you hear about our field trip opportunities?**

Word of MouthPublic Programs Brochure Personal Visit to the Museum Internet

If Internet, please specify where:

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**What Museum Program(s) Would You Like To Schedule?**

**Indoor Museum Programs (1 hour each)**

Gold Rush w/ Gold Panning **(1.5 hrs.)**  Museum Scavenger Hunt  Nisenan

Head West  Guided Museum Tour  May Woolsey

Historic Print Shop **(30 minutes)**  California’s Agriculture  Anchors Away

**Outdoor Museum Programs (1 hour each)**

Old Sacramento Scavenger Hunt  Gold Panning **(30 minutes)**

|  |  |  |
| --- | --- | --- |
| Students (Minimum 10 Students) | Teachers | Chaperones |
|  |  |  |

How many students will be attending? (minimum requirement of 10 students)

**Preferred Dates & Times For Museum Program(s)**

Programs available from 10AM-3:30PM

|  |  |  |
| --- | --- | --- |
| ***1st Preference*** | ***2nd Preference*** | ***3rd Preference*** |
| Date | Date | Date |
| Time | Time | Time |

**Outreach Programs (1 hour each)**

Gold Rush  Nisenan  Head West

May Woolsey  California’s Agriculture  Anchors Away

|  |  |
| --- | --- |
| How many classes? | Teachers |
| Click here to enter text. |  |

For Outreach include the times for each presentation. Please consider bell and break schedule.

|  |  |
| --- | --- |
|  | **Times (all outreach programs are 1 hour long)** |
| **Presentation 1** |  |
| **Presentation 2** |  |
| **Presentation 3** |  |
| **Presentation 4** |  |

|  |  |  |
| --- | --- | --- |
| ***1st Preference*** | ***2nd Preference*** | ***3rd Preference*** |
| Date | Date | Date |
| Time | Time | Time |

Please note that this is not a confirmation. This request form does not guarantee you the program, date or time requested above. Program is confirmed once you receive an invoice. A $50 deposit is required 2 weeks after you receive the invoice.

**CANCELATION POLICY**- We require a 1-week notice to cancel or reschedule programming. We will not issue a refund for cancelation less than 1 week from the original field trip date. If cancelation occurs less than 1 week before to a scheduled program, you must talk to someone from the education department to confirm your cancelation. **No Shows, No Calls will be charged the full balance in addition to the $50 late fee**.

**Please return form to:**

**Zoey Jennings**

**(916) 808-6896**

[**zjennings@cityofsacramento.org**](mailto:zjennings@cityofsacramento.org)

Fax (916) 808-5100