



Friends of Five Rivers

Scholarship Information

56 Game Farm Road, Delmar, NY 12054
Phone (518) 475-0295 Fax (518) 475-0293
Email: FriendsFiveRivers@outlook.com

All are welcome to visit and explore the outdoor classroom at Five Rivers Environmental Education Center. Guided Lessons encourage students to engage with their environment through hands-on activities designed around NYS Standards. Guided School Program Scholarships, available through Friends of Five Rivers, can be used to cover the costs of lessons or busing. Teachers are urged to read the following guidelines and submit their applications in a timely manner. We hope to see you at Five Rivers!

Scholarship Information

- Teachers may apply for a Guided Lesson Scholarship, Bus Scholarship, or both once per year.
- **A maximum of \$600 may be awarded to cover the following costs:**
 - Guided Lesson - \$50 / group of 15 students or
 - Bus Transportation – The cost of busing with a two bus maximum
- Special consideration will be given to teachers who are able to demonstrate a need for financial support.
- **Note: A maximum of 2 scholarships can be awarded per school per academic year.**

Steps to Scheduling Your Guided Lesson Field Trip

1. The Primary Contact Teacher should schedule the Guided Lesson by calling the Five Rivers Environmental Education Center at 475-0297. This should be done as soon as possible.
2. Once a date has been set, the Primary Contact Teacher should schedule transportation for the trip.
3. The Primary Contact Teacher should then complete the application form and fax/mail it to Five Rivers. (See Application Materials and Deadlines below.)
4. Written confirmation of scholarship awards will be given via Email. When appropriate, funds will be provided directly to the scheduled transportation facility given on the application form.
5. In the case of a cancellation, teachers are responsible to notify Five Rivers and the transportation service in accordance with pre-visit materials sent once a scholarship has been awarded. All scholarship funds must be returned to Friends of Five Rivers should a cancellation occur.

Application Materials and Deadlines

- An application is attached. For additional applications, email the Friends of Five Rivers at FriendsFiveRivers@outlook.com.
- Applications are accepted and scholarships are awarded throughout the school year, but need to be received by the Friends of Five Rivers **one month** prior to your schedule date.
- The Primary Contact Teacher must complete the application in its **entirety**.
- Completed applications should be faxed or mailed to the following address immediately following the scheduling of the Guided Lesson.

Fax: Joanne Macklin
School Program Scholarship
Friends of Five Rivers
(518) 475-0293

Mail: School Program Scholarship
Friends of Five Rivers
56 Game Farm Road
Delmar, NY 12054



Guided School Program Scholarship Application 2018-2019

School Name					
School Mailing Address					
	City		State		Zip
Primary Contact Teacher Information	Name				
	Phone				
	Email				
List previous year(s) your class was awarded Friends of Five Rivers' Scholarship(s).					
Current annual expense per pupil for 2017/2018. (Total Budget/Total Attendance)					
Total percentage of Free/Reduced Lunch Program students for your school. Note: There is no minimum to qualify for a scholarship.					
Field Trip Date		Guided Lesson Selected			
Grade Level		Number of Students			
Special Needs (mobility?)		Number of Adults*			
*A maximum of two adults/15 students is recommended unless special needs require additional support.					
Scholarship Funding Request (Check One)	<input type="checkbox"/> Guided Lesson Scholarship	<input type="checkbox"/> Bus Transportation Scholarship			
*** Bus Transportation Information for Bus Scholarships Only ***					
Name of Bus Provider					
Name of Contact		Number of Buses			
Phone Number		Estimated Fee/Bus			
Briefly describe how a Guided Lesson will help support the curriculum your class is studying.					
Primary Contact Teacher acknowledges:					
<ol style="list-style-type: none"> 1. I am not guaranteed a scholarship until Friends of Five Rivers sends written confirmation. I am responsible to read and adhere to the pre-visit materials sent after a scholarship has been awarded. 2. I am responsible for booking the Guided Lesson and the transportation for this field trip. 3. I am responsible to cancel the Guided Lesson <i>and</i> the transportation in accordance with the pre-visit materials. I am further responsible to return all scholarship funds should a cancellation occur. 					
I understand and meet the requirements of this scholarship on behalf of the school and classes applying:					
Signature: _____			Date: _____		