



# Guided School Program Scholarship Information

56 Game Farm Road, Delmar, NY 12054  
Phone (518) 475-0295 Fax (518) 475-0293  
Email: FriendsFiveRivers@outlook.com  
Website: [www.FriendsOfFiveRivers.org](http://www.FriendsOfFiveRivers.org)

All are welcome to visit and explore the outdoor classroom at Five Rivers Environmental Education Center. Guided School Program (GSP) Scholarships, available through Friends of Five Rivers, can be used to cover the cost of lessons, busing or both. Schedule a lesson and apply for a scholarship today!

## Scholarship Information

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

## Steps to Apply for a Guided School Program Scholarship

1. Schedule a Guided School Program Lesson using the Lesson Request Form found on Friends' website ([www.FriendsOfFiveRivers.org](http://www.FriendsOfFiveRivers.org)) under School Programs/ Reservations, Fees and Forms.
2. Receive a Confirmation Letter stating the date and time of your visit.
3. Arrange bus transportation for the confirmed date and time.
4. Complete the attached Scholarship Application form in its entirety.
5. Fax or mail the completed Scholarship Form to the Friends of Five Rivers one month prior to your visit. (Applications are reviewed and awarded on a monthly basis.)

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

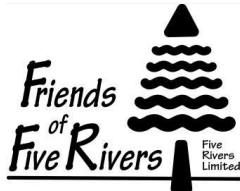
**Mail:** Guided School Program Scholarship  
Attention: Joanne Macklin  
Friends of Five Rivers  
56 Game Farm Road, Delmar, NY 12054

6. Receive written confirmation of scholarship awards within 2 weeks of application receipt.
7. After your visit, provide Friends of Five Rivers with student feedback in a form of your choosing.

## Cancellation Policy

In the case of a cancellation, teachers are responsible to notify Five Rivers and the transportation service in accordance with the Confirmation Letter sent at the time of scheduling. All scholarship funds must be returned to Friends of Five Rivers should a cancellation occur.

**Questions?** Contact Joanne Macklin at (518) 475-0295 or [FriendsFiveRivers@outlook.com](mailto:FriendsFiveRivers@outlook.com)



## Guided School Program Scholarship Application 2016-2017

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 2016/2017. (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.					
Confirmed 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	<input type="checkbox"/> Both Scholarships		
*** 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.					
<b>Primary Contact Teacher acknowledges:</b>					
<ol style="list-style-type: none"> <li>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.</li> <li>2. I am responsible for booking the Guided Lesson and the transportation for this field trip.</li> <li>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.</li> </ol>					
I understand and meet the requirements of this scholarship on behalf of the school and classes applying:					
<b>Signature:</b>			<b>Date:</b>		