



Canal Classrooms Transportation Scholarship Fund

This grant is made possible through the park's partners in education, the C&O Canal Association and the C&O Canal Trust, by their generous members and donors. In addition, the National Park Foundation provided funding through the Ticket to Ride Grant Program. If you have questions, please contact cocanaleducation@nps.gov or call (301) 491-1517.

Eligibility

- Public, private, and charter schools.
- Students may be pre-kindergarten through grade 12. University and colleges are not eligible.
- Field trips must take place within the boundary of the C&O Canal National Historical Park and students must participate in curriculum-based (Canal Classrooms) programs or Bridging the Watershed (BTW) programs. Independent Teacher-led field trips are not eligible for funding.
- Schools will be required to complete pre-visit activities and/or post-visit activities to receive funding.
- Schools will be required to send a thank you letter, addressed to partner organizations (more details provided upon confirmation of funding).
- Funding is prioritized for Title I schools.
- Classes are eligible for reimbursement once per school year.

Deadlines

- Applications will be considered starting August 1 for the fall season, on February 1 for the spring season, and on May 1 for summer field trips.
- Requests for reimbursement will be considered before the field trip or within 7 days after completion of a field trip.

Other information

- An invoice from the bus company, the district transportation office, the principal's office, or the school board is required as part of the reimbursement request.
- Reimbursement checks will be mailed within 30-days following the field trip and upon receiving the completed reimbursement request and invoice.
- As a condition of funding, park staff and partners may photograph students in the park. Park staff will contact you in advance of the field trip and send a photo release form.

Instructions

1. Complete the reimbursement request form before your field trip (or within 7 days of completing your field trip).
2. Attach an invoice.
3. Submit the form and invoice via email to cocanaleducation@nps.gov.
4. We will respond via email confirming or denying the reimbursement request within 5 business days.



Office Use Only

Date rec'd: _____
Reviewed by: _____
Approved by: _____
 CT
 CA
 NPF
Check mailed: _____

Transportation Scholarship Application

Today's date _____

School name _____

Type Public school Private school Charter school

Title I? Yes No

Grade(s) _____

e-mail for bus reimbursement _____

Sponsoring teachers _____

(list all homeroom or subject teachers participating in the field trip)

Program date _____

(if the date is dependent on funding or has not been finalized, please provide the anticipated date)

Program location _____

(must be in the park)

of students _____

	\$		=	\$	
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of buses X Cost per bus = Amount of reimbursement requested

(Contact your bus company or district transportation coordinator for an invoice. You must attach an invoice to this application.)

Check payable to _____

Mail check to _____

For marketing purposes only:

Has your school received a C&O Canal bus reimbursement in the past year?

Yes No

How did you hear about this grant?

Previous user NPS website Partner website Ranger
 Other: