



Bus Transportation Reimbursement Application

The **Foundation for Geauga Parks** is dedicated to supporting Geauga County schools by helping students engage with the natural world through educational programs. Field trip transportation reimbursement is available to schools in Geauga County through the generosity of private donations to the Foundation for Geauga Parks. The Foundation is a 501(c) 3 nonprofit organization whose purpose is to support community engagement with nature.

Guidelines

- Reimbursements are for a maximum of \$200 per bus. Please estimate your needs as accurately as possible so the available funds can serve more students.
- Programs must fit our mission of engaging with nature through education, preservation, conservation and appreciation of the unique natural character of Geauga County.
- The Foundation reserves the right to fund only one field trip per building per grade per school year.

Application procedure

- Complete this form with all requested information. We can accept applications up to **six months in advance**, but no later than **one month in advance** of your field trip.
- Submit a detailed invoice for your actual transportation expense to the Foundation no later than **one month after** the field trip.
- Applications and invoices can be either emailed to admin@foundationforgeaugaparks.org or mailed to:

Foundation for Geauga Parks
8228 Mayfield Rd. Suite 2A-1
Chesterland, OH 44026

Questions? Call 440.564.1048 or email admin@foundationforgeaugaparks.org.

School: _____ School District Tax ID# _____

Teacher/Contact: _____ Phone: _____

E-mail: _____

Program Title: _____

Program Location: _____

Date of field trip: _____ Grade level: _____ Number of students: _____

Total Number of buses: _____

Amount per bus (\$200 limit per bus) \$ _____

TOTAL request for roundtrip transportation \$ _____