



## TARGET® FIELD TRIPS

Scholarship America  
One Scholarship Way  
St. Peter, MN 56082

### MEMORANDUM

DATE: January 2018

TO: 2018 Target Field Trip Grant Recipient

FROM: Kim Rice, Program Manager  
Scholarship America

SUBJ: Grant Check

#### Full Payment of Grant

The enclosed check is for the amount of your Target Field Trip Grant, sponsored by Target. **The check is payable to your school and should be processed and deposited as soon as possible, even if you don't need to pay for the field trip expenses right away.** *The check expires in 90 days.*

Under the terms of the grant, the trip must take place by the end of the current school year (January – May/June of 2018) and the funds must be used for the approved field trip expenses including tickets, fees, transportation, supplies, food or resource materials. Funds are not transferrable to another school and may not be used to supplant expenditures that are the normal responsibility of the school district, e.g. substitute teacher salaries.

If you are unable to execute the field trip as stated in the application, the check must be returned to Target Field Trip Grants Program, c/o Scholarship America, One Scholarship Way, Saint Peter, MN 56082.

**\*\*If the grant amount is more than you need for the trip, the extra funds can be used to purchase supplies for your classroom.**

**\*\*After the trip is completed, you do not need to mail any receipts/paperwork.**

If you have questions please email me at [krice@scholarshipamerica.org](mailto:krice@scholarshipamerica.org) or you may call me at 1-800-537-4180, ext. 428.


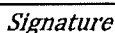
## GRANTS PROJECT COORDINATION

## PROJECT PROFILE

\*Forms should be submitted to Cathy Eiting, Executive Director of Student Services

Executive Director Student Services



<b>Working title:</b>	4 <sup>th</sup> grade Tubac Field Trip		
<b>Target population:</b> (Which schools, grades, staff, etc. are impacted?)	This grant is for the 4 <sup>th</sup> grade students, teachers, and parent chaperones at Holaway Elementary.		
<b>General problem addressed by the project:</b>	Allowing students to leave their neighborhood and experience Arizona history.		
<b>Project Synopsis:</b> (Please also attach the proposal abstract or any additional clarifying information needed.)	The field trip will allow the 4th grade students to have a first-hand experience of what it was like to go to school in the late 1800's along with seeing many artifacts that were uncovered at the sight of the one room school house. The sight also has Arizona's first working printing press and a typical house from the late 1800s. The students will also be able to visit one of the missions covered in the Arizona History Book.		
<b>Source and amount of funding requested:</b>	Target Field Trip Grant COST REIMBURSEMENT GRANT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
<b>Funding will pay for:</b> (People, equipment, materials, training, services, supplies, etc.)	Transportation Fees and Supplies		
<b>District contribution(s):</b>	\$0		
<b>Potential partners &amp; their contributions:</b>	Target Corporation \$700		
<b>Sustainability plan:</b> (Explain how the project will be sustained without committing district funds)	The field trip expenses will be covered by the field trip grant provided by Target Corporation. Expenses will not be greater than the amount allocated in the grant.		
<b>Principal/Department Authorization:</b>	<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">   <i>Signature</i> </div> <div style="text-align: center;"> Chris Gutierrez  <i>Name, printed</i> </div> <div style="text-align: center;"> 1/26/18  <i>Date</i> </div> </div>		
<b>Submitted by:</b>	<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">   <i>Signature</i> </div> <div style="text-align: center;"> Patricia Patchin  <i>Name, printed</i> </div> <div style="text-align: center;"> 1/26/18  <i>Date</i> </div> </div> <p>By signing this document, I acknowledge that purchases must follow the district's required bidding/purchasing process and will adhere to USFR* regulations and any other reporting requirements of the funder. <i>All fixtures, equipment and instructional materials (or other improvements) received under this grant will become the property of the Amphitheater School District and not the applicant.</i></p>		
<b>Phone &amp; Email:</b>	ppatchin@amphi.com		<b>Date:</b> 1/26/18

\*USFR = Uniform System of Financial Records required by ADE and the Auditor General's office for bookkeeping & reporting methods on expenditures.