



**SPRINGFIELD MUSEUMS™**  
ART • HISTORY • SCIENCE • SEUSS IN SPRINGFIELD

## Field Trip Support Fund Application

The Springfield Museums do what few other museums can. We combine Art, History, Science and Seuss into one fun-filled day of interdisciplinary learning experiences that reinforce critical thinking and observation skills. We encourage teachers to mix and match from over forty programs and tours to create the perfect field trip for their students. Field trip programs are offered in the Michele and Donald D'Amour Museum of Fine Arts, the George Walter Vincent Smith Art Museum, the Lyman & Merrie Wood Museum of Springfield History, Springfield Science Museum, and the Amazing World of Dr. Seuss Museum. All programs link to the Massachusetts State Curriculum Frameworks and help students prepare for standardized testing. Many programs also fulfill curriculum requirements for other New England state frameworks, including Connecticut, Rhode Island, and Vermont.

The Springfield Museums Docent Council created the Springfield Museums Field Trip Support Fund in August 2013. The Fund is supported by members of the Springfield Museums Docent Program as well as donations from generous supporters. The Fund was established to enhance classroom curriculum through field trip experiences at the Springfield Museums, with the goal of providing meaningful learning opportunities for students in grades Pre-K-12.

**Teacher Name:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**School:** \_\_\_\_\_

Please attach a paragraph describing how a field trip to the Springfield Museums will support your curriculum and how this experience will enhance student learning. Paragraphs must be typed, double-spaced, and contain no more than 300 words.

**Principal Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_



## Field Trip Support Fund Rules

### Eligibility:

- Teachers who are employed by an accredited public, private or charter school in Massachusetts, Connecticut, New Hampshire, New York, Vermont, or Rhode Island may apply.
- Teachers employed by an accredited public, private, or charter school located in the city of Springfield are not eligible to apply.
  - If you are a teacher at Springfield school, please contact (413) 263-6800, ext. 322, or e-mail [fieldtrips@springfieldmuseums.org](mailto:fieldtrips@springfieldmuseums.org) for information about a booking field trip.

### Application Deadline

Applicants should mail completed applications to:

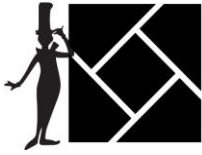
Springfield Museums  
c/o School Programs  
Field Trip Support Fund  
21 Edwards Street  
Springfield, MA 01103

### Selection Process:

- Field Trip Support Funds are awarded by the Springfield Museums Docent Council in consultation with Education Department staff. Applications will be submitted to the Docent Council for blind review.
- Field Trip Support Funds are applicable for Springfield Museums field trip fees only. Funds cannot be used to support special exhibition fees, bus fees, Blake House Café catering, etc.
- One or more tour or classroom program must be scheduled in order to qualify for funding. Funding will not be awarded for tour on own groups.
- Field Trip Support Funds awarded during the 2019-2020 school year must be used by **June 26, 2020**.

### Recipient Notification

- Field Trip Support Funds for the 2019-2020 school year will be awarded on a rolling basis.
- All applicants will receive written notification of their application status.
- In the event a Field Trip Support Fund recipient does not use their award by June 26, 2020, the award will be forfeited.



## **Field Trip Support Fund FAQ's**

- What is the Springfield Museums Field Trip Support Fund?
- How can the Field Trip Support Funds be used?
- How do I apply?
- What is the application deadline?
- How do I obtain an application?
- How many awards will be distributed?
- How will I be notified if I am chosen?

### **What is the Springfield Museums Field Trip Support Fund?**

The Springfield Museums Docent Council created the Springfield Museums Field Trip Support Fund in August 2013. The Fund is supported by members of the Springfield Museums Docent Program as well as donations from generous supporters. The Fund was established to enhance classroom curriculum through field trip experiences at the Springfield Museums, with the goal of providing meaningful learning opportunities for students in grades Pre-K-12.

### **How can Field Trip Support Funds be used?**

Springfield Museums Field Trip Support Funds are applicable for field trip fees only. The funds cannot be used for transportation, food, supplies etc. No monetary exchange of awarded funds will take place.

### **How do I apply?**

After reading the Springfield Museums Field Trip Support Fund Rules, please mail your completed application to:

Springfield Museums  
c/o School Programs  
Field Trip Support Fund  
21 Edwards Street  
Springfield, MA 01103

### **What is the application deadline?**

Applications are accepting on a rolling basis throughout the school year.

### **How do I obtain an application?**

Application can be obtained by e-mailing [fieldtrips@springfieldmuseums.org](mailto:fieldtrips@springfieldmuseums.org) or by visiting our website at [SpringfieldMuseums.org](http://SpringfieldMuseums.org)

### **How many awards will be distributed?**

Six awards of \$100.00 will be awarded during the 2019-2020 school year.

### **How will I be notified if I am chosen?**

Field Trip Support Fund Awards will be granted on a rolling basis. All applicants will receive written confirmation of their application's status.



**SPRINGFIELD MUSEUMS™**  
ART • HISTORY • SCIENCE • SEUSS IN SPRINGFIELD

## **The Springfield Museums Field Trip Support Fund**

### **Field Trip Support Fund Donor Form**

The Springfield Museums Docent Council created the Springfield Museums Field Trip Support Fund in August 2013. The Fund is supported by members of the Springfield Museums Docent Program as well as donations from generous supporters. The Fund was established to enhance classroom curriculum through field trip experiences at the Springfield Museums, with the goal of providing meaningful learning opportunities for students in grades Pre-K-12.

The Springfield Museums do what few other museums can. We combine art, history and science into one fun-filled day of interdisciplinary learning experiences that reinforce critical thinking and observation skills. We encourage teachers to mix and match from over forty programs and tours to create the perfect field trip for their students. Field trip programs are offered in the Michele and Donald D'Amour Museum of Fine Arts, the George Walter Vincent Smith Art Museum, the Lyman & Merrie Wood Museum of Springfield History, and the Springfield Science Museum. All programs link to the Massachusetts State Curriculum Frameworks and help students prepare for standardized testing. Many programs also fulfill curriculum requirements for other New England state frameworks, including Connecticut, Rhode Island, and Vermont.

---

#### **The Springfield Museums Field Trip Support Fund**

**Donor Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Tax Deductible Contribution:** \_\_\_\_\_

**Your donation is sincerely appreciated.**