



## Virginia War Memorial Field Trip Assistance Grant Guidelines

The Virginia War Memorial Field Trip Assistance Grant is generously provided by the Virginia War Memorial Foundation to assist schools with the expense of bringing students to the Memorial. Admission to the Memorial is free, thus this funding is intended to offset transportation costs or additional costs to the school associated with field trips. Determinations of eligibility and level of grant will be on a case by case basis, and are subject to availability of funds.

**Eligibility:** Eligibility for the Field Trip Assistance Grant is determined by the applying school's percentage of students qualified for free/reduced lunches, distance from the Virginia War Memorial, and the number of students attending. If eligible, grants range from \$50-\$250 depending on the above factors. Schools may receive grants up to twice a calendar year.

**Restrictions:** Only eligible public and private schools in Virginia can receive the Field Trip Assistance Grant. At this time, homeschool groups and daycares do not qualify for the grant.

Checks are to be given to the lead teacher UPON ARRIVAL at the Virginia War Memorial the day of the field trip. Checks will NOT be mailed in advance. If there is a significant change in event logistics the day of the trip, the grant amount is subject to adjustment accordingly. If you know that there is a change in the details of your trip, please let us know as soon as possible so that we may have an accurate estimate of your grant level (especially with regards to number of student participants).

Please fill out the application form IN ADDITION TO the field trip registration form if you are interested in receiving grant funds. Send all materials to Morgan Guyer at [morgan.guyer@dvs.virginia.gov](mailto:morgan.guyer@dvs.virginia.gov) at least three weeks prior to your scheduled field trip date.