



**Friends of Bendix Woods & Spicer Lake
Transportation Assistance Grant
for Schools in St. Joseph County**



The Friends of Bendix Woods & Spicer Lake are offering a grant program to provide transportation cost assistance to school groups wishing to travel to either Bendix Woods County Park or Spicer Lake Nature Preserve for a natural history program. Grants are offered on a first-come first-served basis. *(Note: Grant checks will be mailed after the scheduled program has taken place and an invoice from the school transportation department has been issued for payment.)* Limited funds are available for this grant.

- **Eligible Applicants:** Any school within St. Joseph County in Kindergarten through sixth grades during the regular school year. **Schools must show the need for financial assistance.** (i.e. a majority of the student population is on free or reduced priced meals or qualify for free textbooks, etc..)
- **Amount of Grant:** Grant monies are limited to actual bussing costs up to \$100 per bus.
- **Submission:** Grant applications shall be submitted after scheduling a program date with park staff. An individual application for each program date must be filled out completely and approved by the Interpretive Services Manager (address below) prior to your visit. Applications must be returned to the Interpretive Services Manager within **two weeks** of the date you contacted park staff to schedule the program.
- **Payment:** To receive your awarded grant monies, you must remit the transportation invoice of actual cost to the parks within 30 days after your program.

Mail the original grant application to St. Joseph County Parks, Transportation Assistance Grant Program, Attn: Interpretive Services Manager, 32132 SR 2, New Carlisle, IN 46552 or fax to (574) 654-3674. You will receive notification of your grant approval or denial once your application is reviewed. Please allow two weeks for processing.

(Please Print)

School: _____ Applicant: _____

Phone: _____ E-mail: _____

Amount Requested: _____ Transportation Dept. Approval: _____

Grade: _____ # of Students: _____ # of Buses: _____ Is this your first request? _____ Program Date: _____

Program Title: _____ Program Site: Bendix Woods Spicer Lake

Make Grant Check Payable to: _____

Address: _____

Principal Approval: _____ Date: _____

In the space below, please indicate the financial need for the grant. (i.e. percentage of students on free or reduced lunch, Title One School, etc...)



(For Office Use Only)

Application Reviewed by: _____ Title: _____

Approved: _____ Program Date on Calendar? Yes / No Program Date: _____

Denied: _____ Reason: _____

Attendance Verified: _____ Reminder e-mail to teacher: _____ Deadline to receive invoice: _____