



## Pat Taeger Field Trip Fund Grant Information and Application Form

Reinstein Woods volunteer Patricia Taeger was a teacher aide for Cheektowaga Central Schools who enjoyed working with students in special education. The Pat Taeger Field Trip Fund provides transportation grants of up to \$250 to bring students in special education or alternative education programs to Reinstein Woods for field trips. The field trip fees normally requested by Reinstein Woods are waived for any group receiving a transportation grant.

### **Who Is Eligible:**

Public and private schools serving pre-K to 12<sup>th</sup> grade students with special needs or students in alternative education programs are eligible to apply.

### **Grantee Responsibilities:**

The grantee is responsible for arranging for transportation. Friends of Reinstein Woods will provide a check to the school or transportation company for the grant amount.

Teachers agree to read and adhere to the pre-visit materials sent after a grant is awarded. These materials include information about chaperone requirements, cancelling/ rescheduling a tour, and a form to provide Reinstein Woods with details about your students' needs so that we may best accommodate them.

As a condition of the grant, teachers also agree to distribute photo waiver forms to the students for their parent/guardian to sign and to provide completed forms in advance of the field trip.

### **How to Apply:**

A teacher or administrator should fill out the application form and submit it by email or regular mail:

Friends of Reinstein Woods  
93 Honorine Drive  
Depew, NY 14043  
Email: [ptfgrant@reinsteinwoods.org](mailto:ptfgrant@reinsteinwoods.org)

### **Application Deadlines:**

Friends of Reinstein Woods will award up to two transportation grants per season, depending on fund availability. Applications must be received on or before the deadline to be considered for that season.

*For Fall Field Trips: June 20*

*For Winter/Spring Field Trips: December 15*

Grantees will be notified of their award by September 1 for Fall field trips, and by January 10 for Winter/Spring field trips. If you do not receive a grant, you can reapply for the next season.

**Questions?** Call (716) 683-5959 or email [ptfgrant@reinsteinwoods.org](mailto:ptfgrant@reinsteinwoods.org)

**Pat Taeger Field Trip Fund Application Form**

Name: \_\_\_\_\_ Title (if Applicable): \_\_\_\_\_

Email: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

School Name/District: \_\_\_\_\_

School Mailing Address: \_\_\_\_\_

\_\_\_\_\_

County: \_\_\_\_\_ School Phone: \_\_\_\_\_

**Student Population Information:**

What is the grade/function level of the students who will be on the field trip? How many students and how many classes would attend?

\_\_\_\_\_  
\_\_\_\_\_

**Alternative Education Programs:** If you are applying to bring a class from an Alternative Education Program (versus a special education class), please briefly describe the program.

\_\_\_\_\_  
\_\_\_\_\_

**Requested Date(s):** Please indicate at least two possible dates for the field trip.

\_\_\_\_\_

**Preferred Lesson:** See Reinstein Woods' [school programs brochure](#) for details.

- Alien Invaders    Animal Signs    Climate Change Connections    Exploring the Outdoors  
 Forest and Pond Ecosystems    Winter Challenges    World of the Pond

**Transportation Provider for the Field Trip:** (e.g. district bus, First Student, etc.)

\_\_\_\_\_

**Amount Requested:** \_\_\_\_\_

**Please attach one sheet briefly describing:** why this grant is needed and how the field trip will support your class curriculum or goals. Will this experience be provided if a grant is not awarded?