

### School Bus Grant Program

Campbellsville University is pleased to announce the establishment of a fund to assist public and private P-12 schoolteachers who want to bring their classes to Clay Hill Memorial Forest (CHMF) but do not have sufficient funds to do so.

The School Bus Grant Program is not meant to underwrite the total costs of a field trip but to provide assistance to schools that could not otherwise visit CHMF. The Dean of the School of Arts and Sciences will administer the fund. Grant applications will be reviewed as they arrive until such time that all funds have been used. Applications will be reviewed on a first-come-first-serve basis.

### Funding Partners

We hope to increase this fund substantially by securing corporate and/or civic *Partners in Environmental Education* from each of the counties with schools that utilize CHMF. We encourage you to seek matching funds.

### Eligibility Requirements

1. A teacher will not be awarded more than one grant per year.
2. An individual school will be limited to two grants per year.
3. The grants can be used only for transportation of students to and from Clay Hill Memorial Forest.
4. The grant application must include the signature of the school administrator and teacher signifying need.
5. The grant application must be received at least two weeks before the intended field trip.
6. The teacher will contact the Director of CHMF to arrange a specific date and time for the field trip prior to making application for funds
7. In the event that the field trip is cancelled and not rescheduled for a later date, all received funds will be returned to Campbellsville University.

# Clay Hill Memorial Forest

1 University Drive UPO  
Box 841  
Campbellsville University  
Campbellsville, Kentucky 42718  
Phone 270-465-9570 or 270-789-5328  
FAX 270-465-9570  
staff@clayhillforest.org

## SCHOOL BUS EXPENSE GRANT APPLICATION

NAME OF SCHOOL \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

NAME OF TEACHER \_\_\_\_\_ EMAIL \_\_\_\_\_

GRADE LEVEL OF STUDENTS \_\_\_\_\_ NUMBER OF STUDENTS \_\_\_\_\_

PERCENTAGE OF STUDENTS ON REDUCED COST LUNCHES \_\_\_\_\_

DATE OF FIELD TRIP \_\_\_\_\_ COST OF TRANSPORTATION \_\_\_\_\_

FUNDING PROVIDED BY YOUR SCHOOL \$ \_\_\_\_\_

FUNDING FROM OTHER SOURCES \$ \_\_\_\_\_

TOTAL FUNDING AVAILABLE \$ \_\_\_\_\_

AMOUNT REQUESTED \$ \_\_\_\_\_

COULD YOU PROVIDE THIS FIELD TRIP FOR YOUR STUDENTS WITHOUT ASSISTANCE FROM  
CAMPBELLSVILLE UNIVERSITY? yes no

SIGNATURE OF TEACHER \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE OF ADMINISTRATOR \_\_\_\_\_ DATE \_\_\_\_\_

Mail or fax completed application to:

Dr. Gordon Weddle, Director  
Clay Hill Memorial Forest,  
1 University Drive, UPO Box 841  
Campbellsville University, 42718  
FAX 270.465.9570