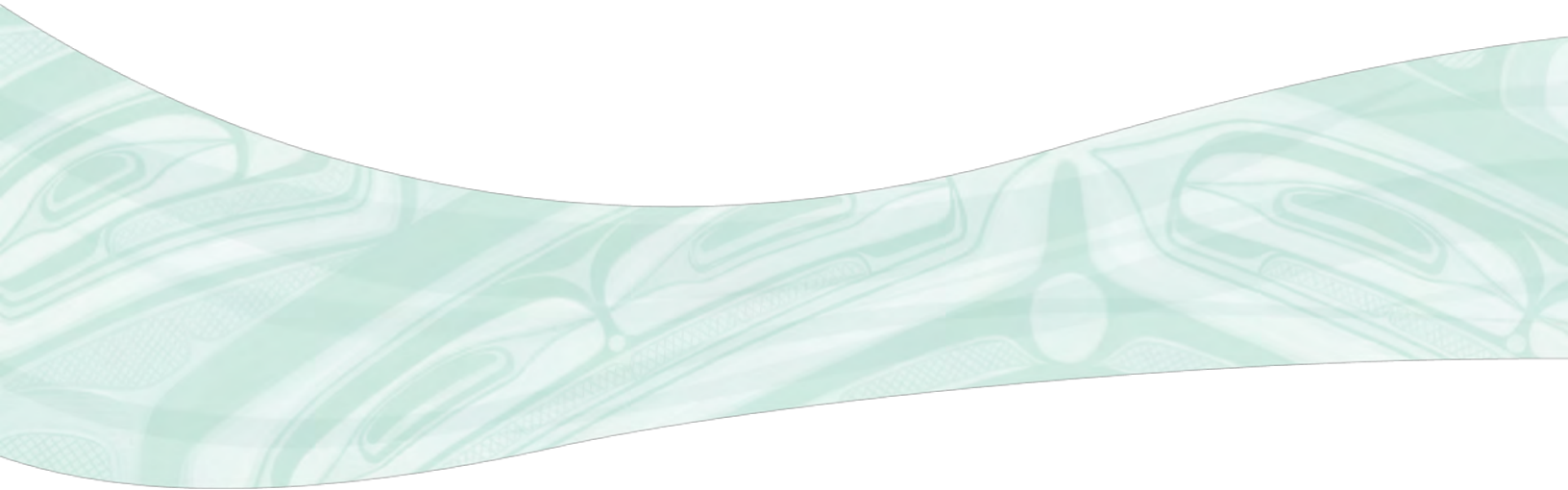


# School District Field Trip Fund Application Guide



# School District 50 Field Trip Fund

The Gwaii Trust Board of Directors recognizes that travel costs can be a barrier to students' participation in sporting, cultural and educational activities. The Field Trip fund provides direct funding to School District 50 to assist in offsetting travel costs for school teams, classes, and clubs to participate in Field Trips.

## Who can apply?

- School District 50
- Organizations with overdue grant reporting where an extension has not been approved are not eligible to apply until reporting is complete.

## How much money is available?

- Total annual budget set by the Gwaii Trust Board of Directors

## Eligible uses of the grant

- Travel by air, train, bus, taxi fares and/or ferry, including berths
- Car rental
- Accommodation costs
- Food to a maximum of \$80/day
- Registration fees

## Ineligible uses of the grant

- Non travel related costs are not eligible.
- Wages are ineligible.
- Mileage costs are not eligible.
- Trips that have costs covered by any other Gwaii Trust grant are not eligible through this grant.

## How to apply

Applications must be submitted online through our grant management system. The School District will be notified of its annual budget and be given a code to access the online application.

## Approval process

Funding decisions usually take up to three weeks. Decisions are made by staff according to board policy.

## Grant specific requirements

- A breakdown of the allocation per school must be included with the application.
- An advance of 50% will be provided upon approval of the grant and acceptance of the terms and conditions of the grant. The remainder of the funds will be released upon receipt of a final report, including a completed final evaluation, financial reporting, and high-resolution photos.