

**New Mexico Farm and Ranch Heritage
Museum Big Yellow Bus Scholarship Program
2018-2019**

Thanks to generous contributions, the New Mexico Farm and Ranch Heritage Museum is able to offer a limited number of bus scholarships to area schools. The scholarships will assist with transportation costs to and from the Museum. The bus scholarship program is designed to help provide students, who are otherwise unable to visit the Museum, with a meaningful and exciting educational experience.

How it works

Scholarships are available through a competitive process. K-12 grade educators at public and accredited private schools which meet the qualification requirements listed below may apply for a scholarship. Scholarships are dependent upon available funds and a limited number of scholarships are available each school year.

Applications must be received by September 28, 2018.

All visits must take place between October 16, 2018 and February 28, 2019. Tour dates are subject to availability.

Admission costs to the Museum are the responsibility of each school. For further information please contact LuAnn Kilday at luannr.kilday@state.nm.us or (575) 522-4100 ext. 103.

Qualification requirements

- * Scholarships will be awarded to Title 1 schools from New Mexico where at least 60% of the Student population is eligible for the National School Lunch Program. (Verification of school's status by the school principal is required.)
- * A maximum of four non-Title 1 school applicants will be awarded a scholarship each school year.
- * Application submissions must detail how the teacher(s) will utilize the field trip within their curriculum (see application).
- * Scholarship awards are specifically provided to cover transportation expenses only. The school is responsible for all other field trip fees including Museum admission (currently \$3 per student/teacher for a basic tour).
- * Schools are eligible for only one scholarship per school year.
- * Teachers are required to arrange bus logistics and bus payment once the scholarship is awarded. The school is required to pay the bus company and in turn the Museum will reimburse schools for bus costs up to the amount of the scholarship award. The school is also required to invoice the Museum for bus costs. Upon receipt of the invoice and after a two-month processing period, the Museum will send a check to the scholarship recipient.

Additional Information

Scholarships are limited to \$600 when a school is bringing more than 60 students or \$300 for groups of 60 or less. Schools must bring a minimum of 40 students to qualify for the scholarship.

All transportation arrangements are to be made by the school, including pick up and drop off times and locations. The Museum will **ONLY** pay for transportation between the Museum and the school. The Museum will not pay for transportation costs incurred if you cancel your trip or fail to cancel your transportation arrangements. It is the responsibility of the school to return unused scholarship checks or portions thereof.

A pre-visit by Museum Education staff or volunteers is offered to schools that are awarded a scholarship. Pre-visits are subject to scheduling availability.

How to Apply

To apply for a Bus Scholarship, please complete and submit the accompanying application, which requires the following:

- School information
- Teacher information
- Field trip information
- % of students qualifying for free/reduced lunch as verified by school principal
- Short answer questions about objectives and anticipated benefits of trip

The application must be signed by both the applicant (teacher) and the school principal/administrator.

Applications must be received at the New Mexico Farm and Ranch Heritage Museum no later than September 28, 2018.

Applications can be submitted via email to luannr.kilday@state.nm.us (scanned with signatures), faxed (575.522.3085), or printed and mailed to:

New Mexico Farm and Ranch Heritage Museum
4100 Dripping Springs Rd.
Las Cruces, NM 88011
ATTN: LuAnn Kilday