

JOAN DALE'S MAGIC BUS

Field Trip Scholarship

Funded by the R.D. and Joan Dale Hubbard
Foundation and the Hubbard Museum of the
American West Foundation



In an effort to better support local schools, the Hubbard Museum of the American West is providing scholarships to help pay for field trip costs for K-12 classes to visit the Museum. Please contact Jeannine Isom, Curator of Education, at 575-378-4142 or Jeannine@hubbardmuseum.org to reserve a specific date and time for your field trip **BEFORE** you submit your application. Please email, fax (575-378-4166) or mail this completed form to Jeannine Isom, care of the Hubbard Museum of the American West, P.O. Box 40, Ruidoso Downs, NM, 88346.

Awards are made on a first come, first serve basis. You will be notified as soon as possible by mail if your application is accepted. You should arrange for billing to be made directly from your transportation division to the Hubbard Museum if you are awarded this scholarship.

Date of Application: _____

School Name _____

School Address _____

Contact person _____

School Phone _____ Cell phone: _____

Email: _____

Date of field trip _____ Time of field trip _____

Number of students _____ Number of teachers _____

Grade range of students _____ Number of additional chaperones _____

Total estimated cost for field trip (bus, driver, time, admission) \$ _____

(Please include and attach copies of documentation that illustrates your costs)

Amount requested for Magic Bus Scholarship: _____ \$

This scholarship can be used to cover the cost of admission to the Museum for school tours. School groups from Lincoln County and Mescalero are admitted free with one adult admitted free for each 10 students. School groups from other areas: \$1.00 per student with one adult admitted free for each 10 students. Please limit groups to 90 students at one time.

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*Application Details***

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The Hubbard Museum of the American West is offering a field trip scholarship program for area schools, thanks to a generous gift from the R.D. and Joan Dale Hubbard Foundation and the Hubbard Museum of the American West Foundation. This grant will pay for **transportation costs** to and from the Hubbard Museum and **admission** so that teachers may plan visits for their classes without the worry of bus expense or admission charges.

We offer a variety of programs for schools and will help plan a day that is age appropriate and engaging even for young children. Examples of activities offered are archeology, the history of mining, pioneer life on the Santa Fe Trail, pioneer food and we can even schedule a few minutes to browse the Museum Mercantile for older students. We look forward to hosting students and teachers from your school in our Museum. For more information, contact Jeannine Isom, Curator of Education, 575-378-4142 or Jeannine@hubbardmuseum.org.

Details:

- Any accredited K-12 school in New Mexico is eligible.
- Trips should be scheduled with the museum and applications submitted at least **two months PRIOR** to the planned visit. Awardees will be notified by letter if their application is accepted.
- All transportation arrangements should be made by the school, including pick up and drop off times and locations. Only transportation to and from the Museum will be reimbursed. The Museum will not reimburse for transportation costs incurred if you cancel your trip or fail to cancel your transportation arrangements.
- If possible, please arrange for your transportation center to bill the Museum directly for the bus charges. If this is a problem, please call us to make other arrangements. We will be happy to work with you to make the payment process as easy as possible for you.
- There is no admission charge for Lincoln County students and one adult is admitted free for every 10 students. Schools outside Lincoln County are charged \$1 per student with one adult admitted free for every 10 students. The field trip scholarship can be applied to cover the cost of admission to the Museum.
- We ask that teachers receiving a scholarship **provide a letter** addressed to the Museum describing the impact that the field trip will have on their class and/or curriculum. The letter can be delivered to the Museum admissions desk on the day of the field trip. These letters will help us secure additional funding for continuation of the scholarship program.