



BUS SCHOLARSHIP OPPORTUNITIES

Thanks to generous funders, LA Plaza de Cultura y Artes periodically awards schools a free bus for fieldtrips to our campus. Teachers and non-profit organizations that serve Los Angeles County Title I students are invited to apply to a bus scholarship.

Bus scholarships are limited and are awarded on a first-come, first-served basis. Funding is for buses only and cannot be used for other modes of transportation.

Submitting a Bus Scholarship Application form does not guarantee a scholarship award.

SCHOLARSHIP APPLICATION GUIDELINES

- Must serve Los Angeles County Title School I students
- Fieldtrip must be for a maximum of 60 students with 8 chaperones
- Incomplete Bus Scholarship Applications will not be considered. Please make sure to attach a Statement of Need.
- Must submit a Bus Scholarship Application with a School Group Reservation Form. Forms submitted separately will not be considered.
- Submitting a Bus Scholarship Application form does not guarantee a scholarship award.

RECIPIENT INFORMATION

If awarded a scholarship, LA Plaza will arrange all bus transportation logistics including booking and paying up to \$400 of bus transportation costs. **By request**, LA Plaza can also process a bus scholarship award as a reimbursement to a school/organization.

Scholarships will only cover transportation to and from LA Plaza. Fees incurred beyond \$400 will be charged directly to the school/organization.

CANCELLATION POLICY

Bus scholarship recipients must cancel or reschedule a group visit at least 4 weeks in advance. Failure to provide adequate cancellation notice will affect future reservations and scholarship considerations for your school/organization.

APPLICATION INSTRUCTIONS

- 1) Download and save file
- 2) Type responses into document
- 3) Save completed form
- 4) Email completed form with School Group Reservation Form to education@lapca.org. Include **School Name** and **Teacher Name** in subject line of email.

QUESTIONS Please direct questions to: education@lapca.org or (213) 542 -6273



BUS SCHOLARSHIP APPLICATION

Instructions: Download and save file, type responses, save, and submit completed form to: education@lapca.org

SCHOOL GROUP INFORMATION

Name of School/ Organization: _____

School District/ Organization Type: _____ Title I Funding:

School Address: _____ City: _____ Zip Code: _____

Grade Level(s): _____ Total # of Students: _____ Total # of Chaperones (1 per 8 students): _____

Teacher/Group Leader Name: _____ Teacher Cell Number: _____

Teacher Email: _____ Office Manager Phone Number: _____

Have you (teacher) ever received a free bus scholarship from LA Plaza de Cultura y Artes before?

Yes Years Received: _____ No

AGREEMENT (Please review and initial to indicate agreement)

_____ My group follows the group size requirements of 60 students and 8 chaperones to qualify for this scholarship.

_____ This scholarship will only cover transportation costs to and from my school and LA Plaza.

_____ This scholarship only covers bus costs up to a maximum of \$400.00

_____ My school/organization is responsible for all costs incurred beyond the \$400 per bus limit.

_____ My school is responsible for payment of any damage to the bus.

_____ If I am awarded this scholarship, I agree to submit the following within 4 weeks after my visit.

Failure to submit requested items may result in future ineligibility for reservations and/or scholarships.

- Thank you letters from participating teachers and students
- Post-Visit Evaluations (if required)

_____ Failure to cancel my reservation at least 4 weeks in advance will make my school/organization ineligible for future scholarship opportunities.

_____ If I choose to process my scholarship as a reimbursement to my school/organization, I must make LA Plaza aware. I agree to submit required invoices within 6 weeks of my visit or responsibility of payment will revert to my school/organization. LA Plaza is not responsible for lost or misdirected invoices.

STATEMENT OF NEED

We receive many bus scholarship applications every year. Please share with us, why you think your school and students would benefit from a free bus to LA Plaza.

Please attach a 1-page statement, addressing the following:

- 1) Explain your school or group's financial need and why you are applying for a bus scholarship.
- 2) How will your students benefit directly from a fieldtrip to LA Plaza?
- 3) How will an experience at LA Plaza connect to your curriculum?

ATTENTION

Submit this Bus Scholarship Application with a School Group Reservation Form and Statement of Need. Forms submitted separately will not be considered.