



Dear Administrator/ Educator:

Thank you for your inquiry regarding grant assistance for Evergreen Aviation & Space Museum education programs. The museum is a non-profit organization with the mission to inspire and educate, to promote and preserve aviation and space history and to honor the patriotic service of our veterans. This provides a foundation for lifetime learning programs that encourage an interest in science, technology, engineering and math.

Guidelines for the Evergreen Aviation & Space Museum Grant Assistance Program:

To qualify for grant assistance, your school or non-profit youth organization must

- 1) have a **minimum of 35%** of students on a federal free or reduced lunch program. The **minimum** grant assistance is 30% discount and increases up to a **maximum** of 60% discount. Additional grant assistance is available on a case-by-case basis.
- 2) submit a grant essay as part of the grant assistance application. The questions are included with the grant assistance application form.
- 3) complete a media exclusion form for each participant that does NOT wish to have their photo or likeness used by the museum. The media exclusion form is included with the grant assistance application form.

Eligible schools /groups must apply for grant assistance at least ONE MONTH prior to date of their visit. Groups will then receive confirmation within two weeks of submitting their application.

Please apply early as funds are allocated on a first-come, first-served basis long as funding is available. **If a group cancels within a one week period, the group is liable for a \$50.00 cancellation fee.**

As a requirement of the grant assistance program, all recipients must participate in at least ONE PROGRAM and provide an assessment of the program. This assessment will help us improve our programs while allowing teachers to give us direct feedback. **The assessment form will arrive with your grant confirmation.** Please complete and return the assessment to the Evergreen Aviation & Space Museum at the end of your programs on the day of your visit.

Please contact us if you have any questions:

Education Department
Evergreen Aviation & Space Museum
500 NE Capt. Michael King Smith Way
McMinnville, OR 97128
Tel: (503) 434-4185; Fax: (503) 434-4188
education@sprucegoose.org

As a 501(c3) independent, non-profit education organization, we strive to keep our education programs affordable to all schools and community based organizations.

The Evergreen Aviation & Space Museum reserves the right to change or revise the Grant Assistance criteria at any time.

To inspire & educate



Grant Assistance Application

Please complete the top portion of this form and fax back to the Education Department at 503-434-4188. Grants do not apply to visitation to Wings & Waves Waterpark.

CONTACT PERSON:

NAME _____

GRADE LEVEL/# OF STUDENTS _____

PHONE NUMBER _____

BEST DAY/TIME TO CONTACT _____

Museum/Movie requested
Date of Program:

CONTACT SIGNATURE: _____

TITLE: _____

DATE: _____



SCHOOL/NON-PROFIT ORGANIZATION:

SCHOOL/ORGANIZATION _____

SCHOOL/ORGANIZATION ADDRESS _____

CITY STATE ZIP COUNTY

SCHOOL DISTRICT NAME DISTRICT #

DAY TIME PHONE NUMBER (including area code) _____

WORK EMAIL _____

FAX NUMBER (including area code) _____

Applicant school/organization has _____% of students on the Federal Free and Reduced Lunch Program

Number of years your school or organization has received grant assistance from the Evergreen Aviation Museum (please circle one):

1 2 3 4 5 6 or more

PRINCIPAL/DIRECTOR SIGNATURE: _____

TITLE: _____

DATE: _____

FOR MUSEUM PERSONNEL:

PROGRAM: _____

DATE OF PROGRAM: _____

DATE OF CONFIRMATION: _____

AUTHORIZED SIGNATURE

FOR MUSEUM PERSONNEL:

PERCENTAGE OF AWARD: _____

TOTAL COST OF PROGRAM: \$ _____

GRANT ASSIST. AWARDED: \$ _____

SCHOOL GROUP PAYS: \$ _____/person

TOTAL COST TO INSTITUTION: \$ _____

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