



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](mailto: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: \$ \_\_\_\_\_

To inspire & educate



## Grant Essay Questions:

Please complete the following essays and fax your responses along with the Grant Application/Visit Registration form to the Education Department at 503.434.4188. You may use as many additional sheets of paper as needed.

1. What is your school's/organization's mission statement?
2. How will a visit to Evergreen Aviation & Space Museum provide educational value to your students' learning or to your community organization's overall experience?
3. How does your grade-level curriculum relate to either: aerospace, science, technology, history, engineering and water-related themes?

To inspire & educate