



## Silos & Smokestacks National Heritage Area Field Trip Overview, Rules, And Frequently Asked Questions

### OVERVIEW

The Silos & Smokestacks National Heritage Area (SSNHA) Field Trip program is designed to aid schools fund transportation costs associated with ag-related field trips to **designated SSNHA Heritage Area Sites and farms located within the 37 county heritage area**. The program funds 75% of the total cost of transportation to and from the school and the selected field trip destination. **Maximum award is \$350.00.**

### RULES & ELIGIBILITY

#### Who is Eligible?

An accredited Pre K-12 public, private, or charter school in Silos & Smokestacks National Heritage Area with the desire to learn more about Iowa's agricultural heritage.

#### Who is Ineligible?

School buildings who did not complete their final evaluations from the previous year. Schools that do not meet the criteria above.

#### How Are Grant Recipients Selected?

The SSNHA Field Trip program is managed by the Educational Engagement Director of SSNHA. Applications will be awarded on a first come, first served basis. **Priority will be given to those field trips with a high agriculture component.**

### FREQUENTLY ASKED QUESTIONS

#### What Does the Award Fund?

The award funds 75% of the total amount of transportation to and from the school and selected SSNHA Heritage Area Site or farm for an agriculture related experience, not to exceed \$350.00. Schools must either fund or find another sponsor to fund the remaining 25% of transportation costs.

#### What Will the Award NOT Fund?

- Admission costs
- Materials (computers, software, AV equipment, cameras)
- Lunches
- Salaries

### **Who Are SSNHA Partner Sites?**

Please visit our website, <http://www.silosandsmokestacks.org/sites/> for a current list of our SSNHA Heritage Area Sites. Each site tells a unique story related to American Agriculture.

### **How Do I Apply?**

The online application will become available via a link on <https://www.silosandsmokestacks.org/educate/field-trip-program/> page. A paper hard copy of the application is available upon request. Complete the form and email it to, Laura Elfers, Educational Engagement Director at [lelfers@silosandsmokestacks.org](mailto:lelfers@silosandsmokestacks.org).

### **When Do I Apply?**

Applications will be accepted starting August 1, 2022.

### **How Many Applications Will Be Awarded?**

The number of applications awarded per cycle (August 1, 2022-December 15, 2022) will vary. SSNHA will allow a school to receive two awards per school building if applications are for different grade levels.

### **How Will I Be Notified If I Have or Have Not Been Awarded a Field Trip award?**

Applicants will be notified of their award status by email within three weeks of receiving the application. The award cycle will end and notification will be posted on the SSNHA website upon depletion of funds or December 15, 2022.

### **How Are Awards Paid?**

Award recipients will receive a check made payable to the school designated for field trip transportation costs after Final Report and transportation bill/receipt is received. Payment will not exceed the estimated transportation cost on the application form.

### **When Must Award Be Used?**

Awards must be used for the proposed field trip transportation costs in the current school year. If the field trip is cancelled, the school must notify the Educational Engagement Director of Silos & Smokestacks National Heritage Area either in writing or by phone to discuss options.

### **Matching Requirements: What Is a Cash-match and In-kind Match?**

The Field trip Program Award requires a 1:1 non-federal match minimum.

- 25% Cash match minimum (Example: remaining transportation costs not covered by the SSNHA Award)
- 75% In-kind match (Examples include: teacher's time & salary, volunteer chaperone's time, admission fees and/or meals (if paid by non-federal funds).

Cash match + In-kind match  $\geq$  SSNHA Award. These amounts will be reported on the Final Report submitted to SSNHA after the completion of the field trip.

Example 1:

Total transportation cost: \$279.50

Total SSNHA Field Trip Award: \$209.63 ( $\$279.50 \times 75\%$ )

Cash match (non-federal) minimum: \$52.41 ( $\$209.63 \times 25\%$ ) Source: School budget

In-kind match (non-federal): \$210.00 Sources: teachers' time, volunteer time, admission fees)

$\$52.41 + \$210.00 = \$262.41 \geq \$209.63$  (SSNHA Award)

Total Field Trip Cost: \$489.50 ( $\$279.50 + \$210.00$ )

Example 2:

Total transportation cost: \$476.00

Total SSNHA Field Trip Award: \$350.00

Cash match (non-federal): \$126.00 ( $\$476 - \$350$ )      minimum cash match: \$87.50 ( $\$350 \times 25\%$ )

In-kind match (non-federal): \$664.00 Source: teachers time, volunteer time, para time)

minimum in-kind match: \$262.50 ( $\$350 - \$87.50$ )

$\$126.00 + \$664.00 = \$790.00 \geq \$350.00$  (SSNHA Award)

Total Field Trip Cost:  $\$476.00 + \$664.00 = \$1,140.00$

**Questions?**

If you have further questions, please contact Laura Elfers, Educational Engagement Director at Silos & Smokestacks National Heritage Area at [lelfers@silosandsmokestacks.org](mailto:lelfers@silosandsmokestacks.org) or (319)234-4567.