



The Friends of Elk Island Society  
Box, 70, 9920 - 63 ave.  
Edmonton  
Alberta  
T6E 0G9

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## **Educational Field Trip Funding**

The Friends of Elk Island Society (FEIS), in support of its mandate to promote and support Elk Island National Park, is proud to announce the availability of contribution funding towards qualifying educational field trips conducted within Elk Island National Park.

The purpose of this funding is to encourage local educational institutions to conduct field trips within the Park that might otherwise not have been considered due to funding constraints.

The Society will provide a contribution of 50% of qualifying costs to a maximum of \$200 for any one institution during the calendar year. A maximum of ten funding applications will be approved in any one calendar year. All funding will be granted at the discretion of the FEIS Board of Directors whose decision will be final.

### **Details**

1. Applicants must be a bona fide educational institution based in the province of Alberta.
2. The group to be funded must comprise at least 5 students plus one supervisor who is an employee of the applying institution.
3. The group must purchase appropriate entry permits from Parks Canada prior to entry into the Park.
4. Funding applications must be submitted via the FEIS web site for conditional approval prior to the trip. Following this submission applicants will be contacted by email to confirm that funding has been conditionally approved or refused.
5. An institution will only be funded once in any one calendar year.
6. A maximum of 10 applications will be successful in any one calendar year.
7. Priority will be given to institutions not funded in previous years.
8. Successful applicants are encouraged to contribute towards the FEIS by way of a written report or similar material following the trip.
9. The following expenses will qualify for 50% funding to a maximum total of \$200:
  - a. Group entry to Elk Island National Park at applicable group rates.
  - b. Reasonable transportation to and from Elk Island National Park (bus hire, mileage, etc.).
  - c. Mileage will be assessed at \$0.35 per kilometre.
10. Funding will be approved on the condition that after the field trip the applicant will supply to the FEIS the following supporting documentation.
  - a. Parks Canada receipt for entry permit.
  - b. Documentary evidence of transportation costs incurred during the trip.
  - c. A signed letter on the institution's headed paper authorising the funding application.
11. Funds will be remitted to the applicant within two months of receipt of the items specified in 10 above.

For further information email the Conservation, Research and Education committee chairman at [feis-cre@elkisland.ca](mailto:feis-cre@elkisland.ca) or see the FEIS web site at <http://www.elkisland.ca>. The procedure for remitting applications is also on the web site.

Yours Sincerely  
Connie Browne  
Committee Chair, Conservation Research and Education.

# Educational Field Trip Funding Application

Please complete the form below giving as much information as you can. This information will help us assess your application, however if you do not have the information required you may leave a field blank. Doing so will not automatically cause your application to be declined.

Once we have had a chance to assess your application our response will be emailed to the address that you provide below.

Please note that for successful applicants funds will be remitted by cheque only after the required receipts and documentation is received as detailed in our [terms and conditions](#).

Mandatory fields are marked \*

## School or Organization Name\*:

### Contact Details

Name\*:

Email Address\*:

Phone Number\*:

**Field Trip Details** (Please enter below the purpose or theme of the field trip, it's proposed date, and the estimated number of adults and pupils participating.)

Purpose of Trip:

Proposed Date (if known):

Number of Adults:

Number of Pupils:

**Eligible Costs** (Please enter below your proposed means of travel (E.g. school bus or private vehicles), the estimated total cost of travel and the cost of park entry.)

Means of Travel:

Cost of Travel (\$):

Parks Canada Entry Fee (\$):

Please send your completed application to the chair of the Conservation, Research, and Education committee by email ([feis-cre@elkisland.ca](mailto:feis-cre@elkisland.ca)) or mail:

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