



U.S. Department of the Interior
National Park Service
Tumacácori National Historical Park
P.O. Box 8067
Tumacacori, AZ 85640



Tumacácori NHP Transportation Grant

Summary

Tumacácori is offering local schools financial assistance to help make field trips and hybrid learning experiences a possibility. Made possible by a grant through the National Park Foundation, all students in Santa Cruz and southern Pima Counties should be able to participate in curriculum-based educational programming at Tumacácori for free.

Purpose

The National Park Service values its education mission to serve as a resource for teachers and students. In 2022-2023, Tumacácori National Historical Park hopes to host as many local students as possible for hands-on, inquiry-based, and immersive educational experiences in the park. Since transportation costs are often cited as the primary barrier for schools, the park will adopt a grant system to enable teachers to fund field trips they may not ordinarily be able to afford.

Eligibility and Participation Requirements

- K-12th grade students
- Located within Santa Cruz County, southern Pima County, the Tohono O’odham nation, or the Pascua Yaqui nation
- Schedule a ranger-guided, curriculum-based program during your visit to Tumacácori
 - o See current offerings at www.nps.gov/tuma/learn/education
 - o Contact the park at [Theresa Ferraro@nps.gov](mailto:Theresa.Ferraro@nps.gov) or 520-377-5064
- Complete pre-and post-field trip lessons
- Participate in National Park Foundation pre- and post-program surveys (if applicable)



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Steps For Funding

- Step 1: Complete the application
- Step 2: Receive email approval of the application
- Step 3: Complete pre-visit preparation, field trip, and post-visit assessment
- Step 4: Submit detailed invoice to Tumacácori for transportation expenses incurred. **Invoice must be received within 45 days of completed field trip.**

Reimbursement Methods

- If you use a district bus
 - o Submit invoice after the field trip is complete as indicated above.
 - o Arrange to receive payment either by government credit card or electronic funds transfer. Assure that your school has a DUNS# or has previously become a vendor of the National Park System. If not, some simple banking information will be required in order to initiate an electronic funds transfer.
 - o Tumacácori CANNOT write a check to the school for reimbursement.
- If you use a private transportation provider
 - o The school is responsible for scheduling pickup and dropoff with the transportation provider.
 - o Have the provider invoice the park directly, rather than through a purchase order with the school. They send the bill to Tumacácori and we pay them directly with the government credit card. **Tumacácori will not pay invoices without an approved grant application on file.**

Instructions

Fill out and submit the application form to:

Theresa Ferraro
P.O. Box 8067
Tumacacori, AZ 85640
Theresa.Ferraro@nps.gov
Fax: 520-398-3216

Applications must be received at least two weeks before your planned field trip date.



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Tumacácori Transportation Grant Application

About Your School

School Name:

Title 1 School?

- Yes
- No

School District:

About the Field Trip

Date of field trip:

Grade of Students:

of students attending:

of adults (including chaperones) attending:

See www.nps.gov/tuma/learn/education/classrooms/fieldtrips.htm

Contact and Logistics

Lead Teacher's Name:

Lead Teacher's Email Address:

Lead Teacher's Phone Number:

Budget Estimate

We will be using:

- Our district's bus
- Private transportation provider:

Business manager (person who handles finances for your transport provider):

Business manager phone:

Business manager email:



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Itemized estimated budget

\$ per mile		# of miles		Total mileage \$
	X		=	
\$ per hour driver's time		# of hours		Total driver \$
	X		=	
Other costs (explain):			=	
TOTAL ESTIMATED COST				

Lead Teacher's Name:

Lead Teacher's Signature:

Date:

Principal's Name:

Principal's Signature:

Date:

For park use only:

Rec'd:

Post-trip complete:

via (EFT/cc)

Approved:

Reimbursed: \$

by (who)

Field trip complete:

on (date)