



**ZOO PALS SCHOLARSHIP PROGRAM
Group Scholarship Application
July 1, 2008 through June 30, 2009
GUIDELINES and APPLICATION**

ZOO PALS SCHOLARSHIP GUIDELINES
Group Scholarship Application
2008-2009

The Los Angeles Zoo is excited to offer the ZOO PALS program. ZOO PALS is a special grant-funded program that provides organizations with **FREE** admission and **FREE** transportation to the Los Angeles Zoo for a self directed or docent-guided tour.

The Group Scholarship is specifically for groups outside of the traditional school system. Interested group organizers may apply for the **FREE** field trip, **FREE** docent guided tour, and **FREE** transportation by MAILING the application form and a **one-page letter indicating why you want your group to participate in a field trip to the Los Angeles Zoo and how you believe your children/group will benefit from the experience and explain why your group wouldn't be able to come on this trip were it not for the support of the scholarship.** Only **mailed** application forms and letters (original forms only – no copies please) will be accepted. Funding for this program is limited; please apply early. **Do not consider your field trip booked until you receive an acceptance letter along with written confirmation from the Los Angeles Zoo.**

If you are a school (public, private, parochial, etc.) please submit the “school scholarship” ZooPals application.

When filling-out the application form, be sure to request three possible dates. Please select if you are requesting a docent guided tour or a self-directed visit. Docent tours are limited during the summer months so we ask that you be flexible should we not be able to accommodate a docent guided tour request.

The ZOO PALS program funds transportation costs for participating groups **(TWO buses per group-no charter bus – maximum 120 participants)**. **To secure funded transportation, participating groups must reserve their own bus**, provide the bus company with the “Letter of Responsibility” from the Los Angeles Zoo (this letter will be mailed out along with your written confirmation of the field trip), and finally, transportation invoices are to be forwarded via FAX to the Los Angeles Zoo within 20 days of your confirmed field trip date.

Scholarship recipients are required to submit photos from the field trip along with letters and/or pictures from the field trip participants. Photos and written materials must be received by the Los Angeles Zoo within 3 weeks of the completion of your field trip.

Applications should be MAILED to the following:

Los Angeles Zoo
Attention: Michelle Mills
ZOO PALS Group Scholarship
5333 Zoo Drive
Los Angeles, CA 90027

FAX # (323)644-4228

If you have additional questions after reviewing the application, please call (323) 644-4247.

**ZOO PALS SCHOLARSHIP
2008-2009
GROUP SCHOLARSHIP APPLICATION**

Please fill out this entire form. Incomplete or illegible applications will not be considered. Completed applications must be mailed.

I. GROUP INFORMATION

Name of Group/Organization _____
Address _____
City, State, Zip _____
Organization Phone Number _____
Organization Fax Number _____
Contact Person _____
Contact Email Address _____
Organization Director _____ Director's Signature _____

Grades served _____

Does your group have any special needs which may impact your visit? If so, please describe.

Total enrollment _____

Total # of employees' _____

% of students on free/ reduced lunch _____

List additional specific government or private funding your organization receives

% of limited English Speaking students' _____

Current annual expense/budget _____

One a separate sheet of paper please type a one-page letter indicating why you want your group to participate in a field trip to the Los Angeles Zoo and how you believe your group will benefit from the experience and explain why your group wouldn't be able to come on this trip were it not for the support of the scholarship (please submit the letter along with the scholarship application).

II. Program Information

Group's Name _____

Total Number of Participants _____ (maximum 120 participants) Age-Range of Participants _____

Number of Chaperones _____ (1:10 child ratio is covered; additional chaperones \$3/person is the responsibility of the school)

Contact Person _____ Cellular Number (____) _____

Contact Person's E-mail _____

Would you like to apply for transportation funds? YES or NO (please read below #2 for details)

- You may book your field trip for a **Monday through Friday** between July and June.
- Docent Guided tours are available **Monday-Friday** October-June and **Tuesday, Wednesday, and Thursday only** during the months of July, August, and September.
- Please list three date choices and provide the time that you are requesting. Your class will be scheduled in the first available time slot. Please check whether you would prefer a Self-Directed Visit or a Docent Guided Tour.

	Docent Guided	Self Directed
1. Day _____ Date _____ Time _____	<input type="checkbox"/>	<input type="checkbox"/>
2. Day _____ Date _____ Time _____	<input type="checkbox"/>	<input type="checkbox"/>
3. Day _____ Date _____ Time _____	<input type="checkbox"/>	<input type="checkbox"/>

Contact Teacher acknowledges:

1. Returning this form and the one-page letter does not guarantee acceptance into the Zoo Pals grant. **You are not covered under the grant until the contact person receives written confirmation from the Los Angeles Zoo.**
2. **Groups are responsible to book their own transportation (TWO buses per group-No Charter bus-maximum 120 students).** Transportation cost will be paid by the ZOO PALS Grant if accepted. Provide your bus company with the letter of responsibility that will be mailed to contact person along with confirmation letter.
3. Keep a copy of this form and mail the original to the Los Angeles Zoo (see above for address).

I, _____, contact person for the above organization have read the above and understand the process and my responsibilities and will share the information with the other participating chaperones and the organization's administrative staff.

Contact Person's Signature _____ Date _____

Please mail completed application forms and letters to:

Los Angeles Zoo
Attention: Michelle Mills
 ZOO PALS Group Scholarship
 5333 Zoo Drive
 Los Angeles, CA 90027

Office use only: Date of visit: _____ conf.#: _____ Value _____ Approval from Director of Education: _____ Date: _____
