

Bus Transportation Scholarship Request Form

A limited number of scholarships are available and are awarded based on these criteria:

- Your school must be in the Oakland Unified School District (includes charter schools) or a Richmond public school.
- At least 70% of students at the school qualify for the free or reduced lunch program.

Please note:

- One scholarship per teacher each school year
- Scholarships are awarded to classrooms on a first-come, first-served basis.
- Teachers who qualify will receive a Bus Transportation Authorization, with a scheduling code. Teachers will contact the bus company directly to book the transportation, using the code as authorization. The museum will be billed for the bus, so no OUSD purchase order will be necessary.
- All pertinent information will be mailed to the school once the Scholarship Request Form is received by the Museum.
- The bus must be used between the hours of 8:30 a.m. and 2:00 p.m. Any fees arising from the use of a bus after 2:00 p.m. will be charged back to you.

TODAY'S DATE _____ TEACHER'S NAME _____

SCHOOL _____

ADDRESS _____

DAYTIME PHONE _____ EVENING PHONE _____

EMAIL _____

GRADE _____ NUMBER OF STUDENTS _____ % OF YOUR STUDENTS IN THE FREE OR REDUCED LUNCH PROGRAM _____

MUSEUM TOUR OR PROGRAM YOU ARE RESERVING _____

ANY ADDITIONAL INFORMATION WE NEED TO KNOW _____

For Staff Use Only

DATE APPROVED _____ DATE DENIED _____ STAFF INITIALS _____

AMOUNT APPROVED _____