

# KATIE KENNICOTT FIELD TRIP SCHOLARSHIP FUND APPLICATION

2025-2026 School Year

The Grove National Historic Landmark

Glenview Park District



School Name: \_\_\_\_\_

School Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County \_\_\_\_\_

Teacher Name: \_\_\_\_\_

Teacher Email: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Classroom grade level: \_\_\_\_\_

Number of students attending the trip: \_\_\_\_\_ ( see page 7 for program max/min)

Number of Teachers and classroom aides: \_\_\_\_\_

Number of Adult Chaperones: \_\_\_\_\_ (One chaperone free per 15 students)

Field Trip Date (Listed in order of preference)      Program Name (see pg 7 for list of eligible programs)

1. \_\_\_\_\_ 1. \_\_\_\_\_

2. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 3. \_\_\_\_\_

Classroom percent of low income students (as defined by the IL State Board of Ed): \_\_\_\_\_

Funding Requested (See pg 4 for budget requirements): \_\_\_\_\_

\*\*\*All program fees are listed on pg 7

**AGREEMENT OR WAIVER STATEMENT** Please read this form carefully and be aware that in signing up and participating, in this program/activity, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with this program/activity (including transportation services/vehicle operation, when provided).

I recognize and acknowledge that there are certain risks of physical injury to participants in this program/activity, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of participating in this program/activity against The Grove Heritage Association, including its officials, agents, volunteers and employees (hereinafter collectively referred as "The Grove Heritage Association").

I do hereby fully release and forever discharge The Grove Heritage Association from any and all claims for injuries, damages, or loss that my minor child/ward or I may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with this program/activity.

I understand that photos and videos are periodically taken of people participating in The Grove programs and activities and I agree that any photograph or videotape taken by the park district of me or my minor child/ward while participating in a park district program or activity may be used by the park district for promotional purposes including its electronic media, videotapes, brochures, flyers and other publications without additional prior notice, permission or compensation to the participant.

I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. \_\_\_\_\_

Printed/Typed Name of Primary Applicant \_\_\_\_\_

Primary Applicant Signature

\_\_\_\_\_

Date

OFFICIAL SCHOOL APPROVAL

I have reviewed the completed application and support the field trip project.

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Signature of Principal or School Superintendent

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Printed or Typed Name

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Title

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Date

Please email applications to [judy.picicco@glenviewparks.org](mailto:judy.picicco@glenviewparks.org) or mail to:

The Grove National Historic Landmark  
Attn: Field Trip Grant Application  
1421 Milwaukee Ave.  
Glenview, IL 60025

For more information, contact Judy Picicco, Environmental Education Supervisor, (224)-521-2105 or email [judy.picicco@glenviewparks.org](mailto:judy.picicco@glenviewparks.org)

## The Grove Katie Kennicott FIELD TRIP SCHOLARSHIP FUND REQUIREMENTS

- Grants will be made available to grades preschool – 12 in public and non-public schools.
- Preference will be given to those schools with a low-income percentage greater than 30%.
- Preference will also be given to those with clearly defined environmental/historical goals and class units and those who have not participated in The Grove program before.
- Applications must clearly show that The Grove field trips and outreach programs align with the State Learning Standards and/or Common Core Standards.
- Teachers may apply individually or collaboratively. Please send in ONE application if applying collaboratively.
- The school principal or district superintendent must sign the application showing support of the field trip.
- All applications must show a detailed budget showing field trip expenses including program fees and transportation costs
- Applications for a fall field trip must be postmarked by **July 1, 2025** or sooner. Applications for a spring field trip must be postmarked by **March 31, 2026** or sooner.
- Applications are good for the 2025-2026 school year (September 2025-June 2026).
- Incomplete applications will not be considered.
- Funding will be distributed based on the amount of funding available in the current fiscal year.
- Grant award notification will be given within 30 days after receipt of the application, based on the funds available that year.
- Grant funds must be applied to an onsite field by June 2026.
- The Final Report and Field Trip Evaluation are due no later than two weeks following the date of your field trip.

### APPLICATION NARRATIVE

Please use the following questions as a basis for your narrative. Please type your answer on a separate sheet of paper and submit with your application. Narratives should be no longer than 2 pages.

1. What are your main objectives for taking part in a The Grove program?
2. What core curriculum/state learning standards will this field trip help you meet?
3. How will your students benefit from a field trip to The Grove or the outreach program?
4. Describe how you will incorporate the information learned at The Grove or during the outreach program in your classroom lessons?
5. Provide any more information you think the grant committee should know.

**BUDGET INFORMATION** Please provide a financial breakdown of field trip costs on separate sheet. Include any transportation, admission costs (see the field trip breakdown information for fees), promotional materials, etc.

### Sample Budget

Expense	Activity	Cost
Bus Company	Transportation to/from The Grove	\$300
Class of 25 students	Schoolhouse program fee \$8 per student	\$200
10 extra chaperones	Schoolhouse program fee \$8 per chaperone	\$80
<b>Total for Grant</b>		<b>\$580</b>

FIELD TRIP FINAL REPORT This report is due back no later than two weeks following the date of your trip.

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Teacher Name: \_\_\_\_\_ Teacher Email: \_\_\_\_\_

Teacher Phone (work): \_\_\_\_\_ (cell): \_\_\_\_\_

Student Grade(s): \_\_\_\_\_ # of Student Participants: \_\_\_\_\_

Amount of Funding Received: \$ \_\_\_\_\_

Date of Field Trip: \_\_\_\_\_ Program Name: \_\_\_\_\_

**Assessment:** Please submit up to two pages describing the activities undertaken as part of the trip. Please include the following:

- Concepts learned and how they were incorporated into the existing curriculum.
- How were the State Learning Standards and/or Common Core Standards met?
- How was student knowledge assessed?
- Did you use any pre/post materials for the trip? If so, please describe.
- List any partners and/or community resources used.
- How funds were expended.

**Attachments:** Please include the following:

- All receipts documenting approved expenditures
- Completed Field Trip Evaluation Form
- Photographs of students on the field trip and/or samples of student work, reports, or artwork reflecting the trip (Optional)

Please mail/email all materials to the following address:

The Grove

Attn: Field Trip Grant Final Report

1421 Milwaukee Ave.

Glenview, IL 60025

Email: [judy.picicco@glenviewparks.org](mailto:judy.picicco@glenviewparks.org)

#### FIELD TRIP EVALUATION FORM

1. Where did you find out about the The Grove Grant Program?
  
  
  
  
  
  
  
  
  
  
2. Which program did your class participate in at The Grove?
  
  
  
  
  
  
  
  
  
  
3. What part of the program do your kids enjoy the most? Which part meets the needs of your curriculum the most?
  
  
  
  
  
  
  
  
  
  
4. What is your main reason for attending this program?
  
  
  
  
  
  
  
  
  
  
5. Do you have any changes or improvements you would like to see made to this program?
  
  
  
  
  
  
  
  
  
  
6. Please rate The Grove Grant Application for “user friendliness” with 5 being the best. 1 2 3 4 5
  
  
  
  
  
  
  
  
  
  
7. Do you have any changes or improvements to the grant application process?

Thank you for participating in the The Grove Grant Program and for taking the time to fill out the evaluation. We look forward to working with you again in the near future!

Eligible Field Trip Options:

For detailed information, please go to our website at <https://glenviewparks.org/glenview-park-district-school-field-trips/> . Please note, only field trips listed below are eligible for the scholarship program. The fee is \$8 per student and for additional adult chaperones.

**Social Studies Field Trips:**

Log Cabin- Gr 1-6

Native North Americans- Gr 2-6

Schoolhouse- Gr 2-8

Pack Your Wagon- Gr 4-6

**Environmental Science Field Trips:**

Seasonal Changes- Gr preK-1

Habitat and Lifecycles- Gr 1-4

Animal Adaptations- Gr 2-6

Ecosystems- Gr 3-8

Dynamic Earth- Gr 3-8