



Connect Kids Field Trip Grants Made Easy



1

Come up with a field trip idea. Over 300 locations to choose from!

2

Talk with your principal and reach out to your school district finance office to obtain your School District's Vendor ID #

3

Contact the field trip site to schedule your visit and get a Destination Contact.

6

Calculate the expenses. Contact your school's business office to arrange for payments.

5

Grant recipients must cover ALL field trip costs. The Connect Kids Field Trip Grant is a reimbursement grant program.

4

Apply [online](#).
Receive an e-mail confirmation within 2-3 weeks.

7

Go on the field trip.
Bring : JYXHFjd Form for signature.
Collect all receipts.

8

E-mail receipts and signed Field Trip Form to the Connect Kids Field Trip Grant Coordinator.

9

The reimbursement process takes 1-2 months. We do not send paper checks.

For more information email: parksbusgrant@parks.ny.gov

website: parks.ny.gov