



PCCVB Field Trip Transportation Support Program Policy

Purpose: The Pocahontas County CVB will provide financial support for field trip transportation with the objective of ensuring county students have opportunities to visit county attractions; thus developing a citizenry with local knowledge and appreciation for our county tourism opportunities.

The PCCVB Executive Director shall have the authority to make decisions on whether to fund a proposed field trip based on how well the trip meets the following guidelines and the availability of funds. To qualify for support, the field trip must meet these guidelines:

- School bus transportation required.
- Only Pocahontas County Schools Grades K through 8 field trips qualify.
- A field trip must benefit the entire grade level.
- Support will be limited to one field trip per grade level per school per year. Trips that serve multiple grade levels will count toward each grade level trip (ex: if 1st and 2nd grades go together, this will count as the trip for 1st and for 2nd grades for the year).
- Reward trips that exclude students because of academics or attendance do not qualify.
- This program is for in-county trips only; no out-of-county field trips qualify.
- An educational component must be incorporated in to the field trip.
- Attraction(s) must be open to the public.
- Applicants must complete necessary Board of Education paperwork.

Submit this application to the Pocahontas County CVB office for consideration/approval in advance of the field trip.

School Name: _____

Grade Level(s): _____ **Estimated Number of Students:** _____

Field Trip Itinerary Includes: _____

Field Trip Date: _____ **Estimated Cost:** _____

Trip Coordinator Name and Contact Information: _____

(Official Use Only Below Line)

Approved: _____

Denied: _____

Signature: _____

PCCVB Executive Director