Dear Administrator,

We are excited that a teacher in your school is applying for a *Watershed Forestry Bus Tour Grant* from theWatershed Agricultural Council! Our grants help fund transportation costs associated with field trips to New York City’s world-famous watershed. Taking part in one of our field trips is the most powerful way for students to learn about how forests filter and clean our drinking water, and the important role they play in taking care of their watershed.

If your school is awarded a grant, the applying teacher will be expected to:

1. Meet with a Bus Tour Program staff person at your school to review program details. (Administrators are welcome, and encouraged, to attend!)
2. Work with Bus Tour Program staff to integrate watershed forestry themes into the existing curriculum.
3. Obtain proof of adequate insurance for the Bus Tour, complete a W-9 tax identification number form, and submit a budget with one-to-one matching funds (100% of which can be in-kind contributions.)
4. Participate in pre- and post- tour evaluations.

We encourage you to read through the application your teacher has submitted.

***A statement of your support of the application is required in order to receive funding.*** **Questions may be directed to Tyler Van Fleet, Watershed Educator at** [**tvanfleet@nycwatershed.org**](mailto:tvanfleet@nycwatershed.org)**. Thank you!**

**STATEMENT OF SUPPORT**

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