



Friends of the MacKenzie Center Environmental Education **SCHOLARSHIP PROGRAM**

The Friends of the MacKenzie Center (Friends) is a non-profit organization comprised of volunteers whose purpose is to encourage, perpetuate, and promote environmental education. We work with the Wisconsin DNR to operate and maintain the facility and programs at the MacKenzie Center.

To encourage participation and to help make field trips affordable to all schools and other organizations, the Friends have established a scholarship program. The scholarship program is designed to offer limited financial assistance, paid directly to visiting groups. If you reserve a date on our program calendar and find that the trip may be in jeopardy due to limited finances, we encourage you to apply for assistance.

Step 1: Complete the Scholarship Form and send it directly to the Friends of the MacKenzie Center. Please ensure that you fill it out completely. Scholarship applications must be submitted at least **30** days before your scheduled visit to allow for processing.

Step 2: Upon receipt of the application, the Scholarship Committee will review all applications and respond to the contact person within 10 working days. Scholarships are awarded at the discretion of the Friends of the MacKenzie Center.

Step 3: Upon approval, an award notification will be emailed to the contact person named in the application indicating the approximate amount of the scholarship award based on the expected number of students.

Step 4: After the trip is completed, a check will be mailed directly to the school or group named in the application, based on the actual number of students who participated.

Please Note:

- Scholarships are awarded at the discretion of the Friends of the MacKenzie Center. The formula is below.

Cost per Student X Number of Students + Mileage Reimbursement of \$0.20 per Mile

For example, if your group of 50 students is traveling a distance of 100 miles (round-trip) for an overnight lodge program (\$20/student), the calculation would be:

$$(\$20 \times 50 \text{ students}) + (\$0.20 \times 100 \text{ miles}) = \$1020 \text{ scholarship}$$

- Due to limited funds, a maximum of \$2000.00 can be awarded to each group per school year.
- The scholarship committee reserves the right to verify the information on the application form.

Questions and Applications should be directed to:

Friends of the MacKenzie Center
P.O. Box 225
Poynette, WI 53955

Email:
friendsofmackenzie@gmail.com

APPLICATION FORM

Check the program that your group is participating in:

___ Day Field Trip Unguided

___ Day Lodge Program

___ Day Field Trip Guided

___ Overnight Lodge Program

___ Maple Syrup Program

Number of Nights ___

Date(s) of Visit _____

Name of Group _____

Grade Level _____

Make Check Payable To _____

Address to Send Check _____

Contact Name and Phone Number _____

Contact Email Address _____

Program Fee per Student _____

Approximate Number of Students in Group _____

Round Trip Mileage _____

Total Amount of Scholarship Requested _____

Signature _____ Date _____