



# Friends of John Jay Homestead Inc.

## Grant Application Margaret Mayo-Smith Bus Fund

The Margaret Mayo-Smith Fund provides grants for transportation costs for visits to John Jay Homestead State Historic Site by schools and student groups which could not otherwise afford to come, giving priority to Title I schools. Grants are awarded on a first come first served basis, and are limited to one grant per class, per school year.

Name of school: \_\_\_\_\_

Class and grade level: \_\_\_\_\_ Number of students: \_\_\_\_\_

Contact name & title: \_\_\_\_\_

Daytime telephone number: \_\_\_\_\_

Number of buses needed: \_\_\_\_\_ For how long? \_\_\_\_\_

Amount of funding requested: \_\_\_\_\_

Payment instructions (who, how, when) \_\_\_\_\_

Have you previously applied for this grant? \_\_\_\_\_ When? \_\_\_\_\_

How will a trip to John Jay Homestead enhance your curriculum? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Application requirements:

- Grant application form
- Letter from principal certifying Title I classification or detailed statement of need
- Certificate of insurance from bus company
- Invoice from bus company

We will not be able to process your request until we have received all of the required items. Grant requests will receive a response within 30 days of receipt. Applications for the next calendar year will not receive a response until after December 15. You may call the John Jay Homestead education office at 914-232-5651 x101 with any questions.

Please send your completed application  
**Attn: Mayo-Smith Bus Fund** to:

John Jay Homestead State Historic Site  
P.O. Box 832  
Katonah, NY 10536

Or fax to: 914-232-8085

Official use only	
Site approval:	_____
Friends approval:	_____
Date:	_____ Amount: _____