



SAVE THE REDWOODS LEAGUE Field Trip Reimbursement Form

Save the Redwoods League has partnered with school sites around Humboldt County to promote outdoor learning opportunities and field trips. To access reimbursements for your school site for these outdoor learning opportunities and field trips please fill out the form below. If you have any questions about field trips please reach out to **Michael Kauffman** at mkauffmann@fortunaesd.com. For any questions about reimbursements please reach out to **Olivia Kernen** at okernen@hcoe.org.

School Name: _____ Teacher Name: _____

Teacher Email: _____ Grade Level/s: _____

Field Trip Date: _____ Field Trip Location: _____

How many students attended? _____

Amount of Funding Requested: \$ _____

Brief Explanation of Funding (*Ex: Bus Fees*):

Please turn in a completed interdistrict form with back-up (district transportation log, etc.) and two pictures to **Olivia Kernen** (okernen@hcoe.org) after the field trip for reimbursement and to fulfill grant requirements.