



Friends of Read Wildlife Sanctuary

www.friendsofreadwildlifesanctuary.org/

Outreach Program Grant

The Friends of Read Wildlife Sanctuary offer an outreach grant program to fund the cost of making a visit to the Edith G. Read Wildlife Sanctuary, a Westchester County Park in Rye, NY. The Friends believe that spending time in nature is essential for young people, but recognizes that this is not always possible for schools, camps, after-care programs, scouts, or other youth organizations to achieve. The Friends have allocated funding an Outreach Program Grant to support the whole cost of visiting the Wildlife Sanctuary for children and their support staff who would not otherwise be able to cover this cost.

Structure of the program: The program provides financial assistance only. Groups will be required to make their own arrangements for all aspects of the visit, including insurance, transportation, food, staffing, and booking the visit via Westchester Parks - Read Wildlife Sanctuary Curator's Office: <http://parks.westchestergov.com/read-wildlifesanctuary> Telephone: (914) 967-8720

Age groups: Grade 4 and upwards. Younger ages can be accommodated depending upon the program.

Numbers: 30 children maximum, plus staff.

Timings: Tues-Thurs within the hours of 9.30-5pm, subject to availability. After-school visits can be accommodated (within above timings), as can visits that last longer than the provided program (approximately 1-hour guided walk through the woods, lake and beach area, or other accessible/tailored nature program as required).

Parking: Free for cars with membership in Friends of Read Wildlife Sanctuary. Please ask the Park curator for information about non-member car and bus parking for the proposed date of your visit.

Refreshments: Please make your own arrangements to provide lunch/snack. Picnic tables are available for outdoor consumption of food. All trash must be properly disposed of in designated receptacles. There is no café or shop on site.

Facilities: Handicap accessible indoor toilets available during Park operating hours.

Program: There is a fee for a program provided by the curator or another wildlife/habitat expert. The nature program can be tailored to support school curriculum topics. Rain-date cancellation allowed.

Funded costs: The grant can potentially fund all costs incurred in making the visit, including the cost of transportation, parking, staffing, refreshments, group visit booking fee, program fee (arranged via the Park's curator), and any needed supplies. See application form on next page.

Friends of Read Wildlife Sanctuary Outreach Program Grant Application Form

Requirements	Notes
Cover letter	Please provide a one-page cover letter with your grant application: (1) introducing your organization, (2) saying why you are making the request, and (3) providing information on how a visit to the Read Wildlife Sanctuary will make a difference for the children in your group.
Budget	For all costs included in your grant application, please provide (on a separate page) details of how the amount claimed was reached, along with copies of estimates or invoices/receipts.
Please provide:	Response (print or type legibly):
Name of organizer and title	
School, organization, or institution name	
Grant amount requested	
Exact legal name of school, organization, or institution (not individual) for grant check	
Address of school, organization, institution	
E-mail and phone number of organizer	
Number of children, number of staff	
Age of children	
Proposed date(s) and time of visit	

Disclaimer of Liability: In submitting a grant application, you confirm you are authorized to agree, on behalf of the organization named in the application and its members, that it hereby releases and forever discharges and holds harmless the Friends of Read Wildlife Sanctuary from any and all liability, claims, damages, and demands of whatever kind or nature, either in law or in equity, which arise or may hereafter arise from its participation in the Outreach Program Grant. It is agreed that any legal relationship regarding the actual visit will be solely with Westchester County as the owner and operator of the Edith G. Read Wildlife Sanctuary. Please confirm your agreement to the waiver set above by signing on behalf of your school, organization, or institution:

Signing representative: _____ Date: _____

Printed signature: _____