



_____ (CE)
Missouri Department of Conservation
Transportation Grant Application
Discover Nature Schools
First Grade
2025-2026

GRANT PARTIES AND PURPOSE

This Loan Agreement is between the Missouri Department of Conservation (“Department”) and _____ (name of school) (“Recipient”). The purpose of the grant is to reimburse bus transportation costs for the Discover Nature Schools First Grade field experience(s).

GRANT PERIOD

The period of this grant is **July 1, 2025 to May 31, 2026. The grant period begins on the date of the approval letter. Costs incurred prior to the grant period are ineligible for reimbursement.**

REQUIREMENTS

Any travel must be to provide hands-on outdoor learning experiences directly related to *Discover Nature Schools First Grade* Curriculum. The goal is to give students the opportunity to explore lessons in an outdoor setting.

Eligible field experiences:

- Must occur at an outdoor area with natural features.
- Must provide students with opportunities to explore and investigate using student guides and applicable science tools as set forth in the *Field Experience Guidance* section of the Teacher Guide on page 202.
- During the field experience, *DNS First Grade* lessons should be teacher or chaperone-led. This allows the teacher the opportunity to gain experience in teaching lessons outdoors and connect prior learning from the school yard.
- Examples of acceptable destinations include: MDC Conservation area or MDC Nature Center, state park, city or county park, national forest, fish hatchery, pumpkin patch, apple orchard or other area as agreed upon by their local conservation educator.

REIMBURSEMENT

Reimbursement is for actual transportation costs only and cannot include admission fees, food, fees for area shelters, or lodging. Trips must be within 100 miles of school (one way) and within the state of Missouri. More than one trip may be included for reimbursement, however, maximum reimbursement will not exceed a total of \$7 per student per year up to \$3,500.

Upon the conclusion of school year field experiences and by June 15 of each year, the Discover Nature School agrees to submit the Annual Report and Evaluation containing the location of the field experience(s) that occurred during the grant period, the distance from the school, and the number of students attending each field experience. The Department will provide the Annual Report and Evaluation link via email by April 15. If the Annual Report and Evaluation is not submitted by participating teacher(s) from the Discover Nature School, then the Department may terminate this Agreement at its discretion.



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To receive reimbursement, the Discover Nature School must provide paid receipts for actual costs from a bus vendor or, if using school-owned buses, costs on school letterhead with administrator signature by no later than September 1, 2026.

Send all receipts to Lynn Goggins at:

PO Box 180
 Jefferson City, MO 65102

LEGAL COMPLIANCE, INDEMNITY SAFETY & HOLD HARMLESS

The Discover Nature School hereby agrees to comply with all laws and regulations applicable to it, and to take all reasonable and lawfully required steps to ensure the safety of the public during the performance of this cooperative agreement and the provision of all public programs and activities furthered by it, and the Discover Nature School agrees to indemnify and hold harmless MDC, and its agents and employees, from any claim or suit arising out of, or in connection with, this cooperative agreement and the provision of all public programs and activities furthered by it.

APPROPRIATION

Funds for this program must be appropriated for each fiscal year, and the Discover Nature School and MDC's obligations hereunder shall not be binding upon MDC for any period in which funds have not been appropriated.

MDC CONSERVATION AREA VISITS

Proper procedures must be followed to ensure the health of native ecosystems. Wildlife may only be captured using methods as directed and released unharmed at the point of capture following brief inspection. No wildlife may be removed from the area visited. If any plants will be collected, contact Malissa.Briggler@mdc.mo.gov to obtain a *Letter of Authorization for Plant Collecting*. When doing water studies, cleaning protocols are essential to avoid transfer of organisms or pathogens between water bodies and ensure aquatic ecosystems remain healthy. Access these procedures from the MDC Teacher Portal at education.mdc.mo.gov.

FIELD EXPERIENCES

The following are the anticipated field experiences. Information regarding the actual field experiences will be included in the final report as described above. Destinations may be added with approval of the MDC Conservation Educator contact. Unapproved destinations are not eligible for reimbursement.

| Destination(s) and Distance from School | Date(s) | Estimated Number of First Grade Students |
|---|---------|--|
| | | |
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| | | |
| Total Estimated Travel Costs: \$ | | |