



## ECMA Field Trip Program Summary

### Elkhart County Program Facts

-9,000 3<sup>rd</sup>-5<sup>th</sup> graders reside in Elkhart County.

-20 Free Field Trip eligible ECMA cultural attraction sites include: Amish Acres, Elkhart County Historical Museum, Elkhart County Parks, ETHOS, Hall of Heroes Super Hero Museum, Goshen Historical Museum, Havilah Beardsley House, Jimtown Historical Museum, Middlebury Community Historical Museum, Midwest Museum of American Art, Nappanee Center/Evelyn Culp Heritage Collection, National New York Central Railroad Museum, RV/MH Hall of Fame Museum, Ruthmere, Time Was Museum, Wakarusa Historical Museum, Wellfield Botanic Gardens, Woodlawn Nature Center.

### Field Trip Program Details

-2 Elkhart County field trips per student per academic year = 18,000 students on ECMA field trips per year. This total would more than TRIPLE the total number of student field trips that currently occur at these attractions in Elkhart County, and support a much needed revenue stream for local attractions.

### Service Costs

-Student admissions @ \$5 per student for 18,000 students = **\$90,000** to be distributed to ECMA attractions based upon volume of students per attraction.

-Transportation stipends @ \$2.50 per student for 18,000 students = **\$45,000** to be distributed to school systems based upon volume of students participating in ECMA field trips.

### Additional Operational Costs

-Automated trip reservation software development including hosting for first year= **\$600**  
SuperSaas online scheduling software <http://www.supersaas.com/info/demos>

-Administration and coordination of field trip scheduling and distribution of funds via ECMA part time contract personnel (average 24 hours per week for 40 weeks @ \$15/hr. rate) = **\$14,400**

-Teachers at admitted free to all sites. Additional adults welcomed at a rate of \$5 per adult to be paid directly to ECMA attractions.

**TOTAL ANNUAL PROGRAM COST = \$150,000**

### Distribution of Funds for ECMA Field Trips

-ECMA Field trips are available according the following quota chart based on percentage of students in the entire county.

Elkhart County School System

Academic Year Quota of ECMA student field trips\*

Baugo Community Schools	902
Concord Community Schools	2,288
Elkhart Community Schools	5,798
Fairfield Community Schools	956
Goshen Community Schools	2,972
Middlebury Community Schools	2,036
Wa-Nee Community Schools	1,442
Elkhart County Private/Parochial/Amish schools	1,046
Home schools	560
Total ECMA Field Trips	18,000

\*A 3<sup>rd</sup>-5<sup>th</sup> grade student residing in Elkhart County may NOT have more than 2 free field trips per academic school year.

-Funding pool for ECMA field trips begins each academic year on (launch date TBA) with a total of \$90,000 available for student admissions and \$45,000 for transportation stipends.

- Reservations will be taken on a first come, first served basis by using a web-based automated reservation system. Within 5 days of placing a reservation request, the school will be notified of the field trip confirmation.

-Field Trip Program payments are made twice each academic year – December and June. Payments are made to ECMA attractions to reimburse admissions at a rate of \$5 per student, and to school systems for transportation stipends at a rate of \$2.50 per student. All payments occur AFTER a field trip has taken place.

-Cancelled field trips result in reserved admission fees and transportation stipends credited back into the pool of available field trip funding for each school system.

-Unused Field Trip Program funds will rollover to the next academic year provided the program continues with viable funding.

## Funding Strategy

### *2013-14 Academic Year Funding*

Elkhart County Community Foundation – The ECCF has awarded to the ECMA a \$75,000 challenge grant for the 2013-14 ECMA Field Trip Initiative. The grant review committee was enormously supportive of this project and has left the door open for increasing future awards to this program dependent upon successful delivery of the program to resident students.

The ECMA is currently soliciting contributions for the ECCF challenge grant. A portion of these funds will grant will go toward student field trip costs including admissions and travel stipends, the web-based reservation service expense, and a contract part-time field trip coordinator.

The overall cost per student per field trip will be \$8.33 if the program is fully funded. This is an improvement over the 2012-13 pilot program cost of approximately \$9.50 per student because there will be a greater efficiency of scale with the larger program.

### *Long Term Program Funding*

The ECMA has also taken the forward looking step of establishing an endowed designated fund with the Elkhart County Community Foundation in the name of the “ECMA Field Trip Initiative Fund.” The sole purpose of this fund will be to serve as a repository for long term sustainability of the program. At present, gifts made to this endowed fund are immediately matched by 20% by the ECCF up to a maximum of \$25,000 per year (this match percent and ceiling cap are both expected to increase dramatically in the near future). Gifts made to ECCF endowed designated funds are a very safe manner in which to show support. Not only is the principal gift leveraged with a match from the ECCF, but the donor can designate back up recipients if the primary recipient fails to be a viable organization.

### *Gifts to ECMA Field Trip Initiative*

Gifts may be made to the ECMA toward the grant for the 2013-14 Field Trip season, to the endowed ECMA Field Trip Initiative Fund for long term sustainability, or to both. The ECMA is a federally recognized 501(c)3 not for profit corporation, and gifts to the ECMA are tax deductible in accordance with current tax laws.