

MAKE EDUCATION HAPPEN FUND

Frequently Asked Questions (FAQ)

What is MAKE?

MAKE is a small, competitive, grant program that offers schools the chance to apply for a 50% match for the cost of a field trip to the Michigan Maritime Museum. MAKE may fund up to 50% of the cost for a school field trip to the Museum with the remainder of the funds provided by other sponsors.

Long-time Michigan Maritime Museum members and patrons initiated the MAKE Education Happen Fund to honor their children and grandchildren by giving the gift of place-based learning to students who may not otherwise have the opportunity. MAKE was designed to enable more disadvantaged schools to visit the Museum by offering financial assistance to offset the cost of field trips.

What are the goals of MAKE?

- 1) Bring more schools to the Michigan Maritime Museum that would otherwise not be able to visit due to lack of funding.
- 2) Reduce the final cost of a school visit to the Museum by engaging other sponsors to provide the remaining 50%.

Who is eligible to apply?

Any public or private school accredited by the State of Michigan is eligible to apply. Priority will be given to schools with the most financial need.

What will MAKE funds cover?

MAKE funds will cover up to 50% of program fees and bus costs.

What will MAKE funds not cover?

MAKE funds will not cover school supplies and materials provided by the school, salaries, or any food costs.

What is the minimum and maximum amounts that MAKE will fund?

Total visit cost must be \$300 or more to be considered for MAKE funding. MAKE funds will not exceed a total of \$1500 per school per calendar year.

How does a school apply for MAKE funds?

Applying is a simple three-step process.

- 1) Contact the Museum's Director of Education & Administration, Ashley Deming to discuss available educational programs, costs, and available dates.
- 2) Secure sponsor funding.
- 3) Complete and submit the one-page MAKE application and your sponsor letter.

Who can provide the match for MAKE?

One of the goals of MAKE is to engage others to help students experience place-based education. Who you choose to sponsor you is up to you as the school. Sponsors may be individuals, businesses, civic groups, religious or philanthropic organizations, etc., or a combination of sponsors. A second goal of MAKE is to reduce the cost as much as possible for schools, therefore, the sponsor match may not come from within the school budget.

What happens if my school can't find a sponsor to match 50% of the cost?

MAKE may match 100% of your sponsor contribution up to 50% of the total cost. If your sponsor does not contribute 50% of the total cost and/or MAKE does not cover the other 50%, the school is responsible for the remainder of the cost.

Is my school assured a 50% match by MAKE if awarded?

Not necessarily. If the grant is awarded, MAKE may match *up to* 50% of your total cost visit. Your sponsor may not fund 50%. The MAKE grant panel will decide what percentage of funding your school will be awarded based on need, MAKE funds, and a variety of other factors.

When do schools usually visit the Museum?

Any time of year when the Museum is open depending on the program desired by your school. For on-water programs, boats are generally available mid-May to Early June and late August to October. Summer programs are also an option. Please contact Director of Education & Administration, Ashley Deming for information about scheduling.

Does MAKE apply to any educational program at the Museum?

Yes. MAKE applies to all Museum educational programs on and off the water. To learn about what program the Museum has to offer, see the Museum's education website or contact Director of Education & Administration, Ashley Deming.

What is required for the grant?

- 1) A representative from your school **MUST** contact the Museum's Director of Education & Administration to discuss program options, costs, and available dates prior to submission of the application.
- 2) Because MAKE is a competitive grant program, preference will be given to those schools that can secure sponsorship for 50% of the visit costs and show the most financial need. A letter from your school's sponsor(s) that states how much they are willing to contribute should your school be approved for the grant **MUST** be included in your application.
- 3) If approved, the school **MUST** use the funds for the predetermined date and group within the current or following school year unless otherwise specified or altered by the Director of Education & Administration.
- 4) Students and the school are required to write a follow-up and/or thank you to the MAKE Education Happen Fund **AND** the partnering sponsor(s) within four weeks of visit.
- 5) The school is required to submit a post-visit survey provided by the Michigan Maritime Museum within four weeks of the visit.

How long do we wait to find out if we have been awarded the grant?

The MAKE grant panel tries to process applications as quickly as possible. It may take up to four weeks from when the panel receives the application before notification. You will be notified when your grant application has been received and whether you have been awarded the funds.