

Oklahoma NSF EPSCoR K-12 Science-related Field Trip Checklist 2008

Prior to Trip

- Send in copy of grant application with two original signatures
- Receive official award documents via email and hard copy in mail to principal
- In the event of an award, contact museum and make reservations
- All field trips must be completed by November 21, 2008

Upon Completion of Trip – Due no later than 15 days after the trip is completed *(Schools/teachers who are not compliant will not be eligible for future grants.)*

Please return documents below to: **Ms. Valerie Pogue, EPSCoR Program Manager**
Oklahoma EPSCoR
415 Whitehurst, Stillwater, OK 74078-1038

- Field Trip Report Form (one report per teacher attending)
- Exhibit A – Subcontractor Release Form (for schools receiving transportation funds)
- Invoice from school to Oklahoma EPSCoR for transportation costs

Helpful Contact Information

Science Museum Oklahoma (Omniplex) – (Oklahoma City)
www.sciencemuseumok.org
Phone: (405) 602-3760 or 1-800-532-7652

Tulsa Air and Space Museum & Planetarium – (Tulsa)
www.TulsaAirAndSpaceMuseum.com
Phone: (918) 834-9900

Jasmine Moran Children’s Museum – (Seminole)
www.jasminemoran.org
Phone: (405) 382-0950 or 1-800-259-KIDS

The Museum of the Great Plains – (Lawton)
www.museumgreatplains.org
Phone: (580) 581-3460

Leonardo’s Discovery Warehouse – (Enid)
www.leonardos.org
Phone: (580) 233-2787

Sam Noble Oklahoma Museum of Natural History – (Norman)
<http://www.snomnh.ou.edu>
Phone: (405) 325-4712

Oklahoma NSF EPSCoR Contacts:
www.okepscor.org/programs/k12.html (Info & all forms available at URL)

Ms. Shelley D. Wear, Special Programs Coordinator (program questions)
swear@osrhe.edu or (405) 225.9287 (Oklahoma City Office)

Ms. Valerie Pogue, Program Manager (contracts)
vpogue@okepscor.org or (405) 744-9990 (Stillwater Office)