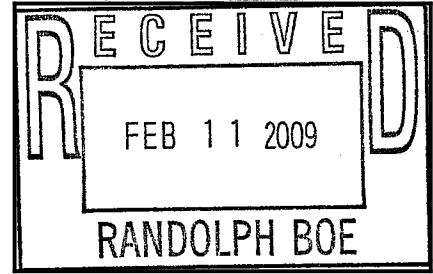




TARGET FIELD TRIPS
Scholarship America
One Scholarship Way
St. Peter, MN 56082



MEMORANDUM

DATE: February 2009

TO: 2009 Target Field Trip Grant Recipient

FROM: Maria Lokensgard, Program Manager
Scholarship Management Services

SUBJ: Grant Check

Full Payment of Grant

The enclosed check is for the full amount of your Target Field Trip Grant, sponsored by Target. The check is **payable to your school** and should be processed and deposited as soon as possible, even if you don't need to pay for the field trip expenses right away. The check expires in 90 days.

Under the terms of the grant, the funds must be used for the approved field trip for expenses including tickets, fees, transportation, supplies, equipment, or resource materials. Funds may not be used to supplant expenditures that are the normal responsibility of the school district, e.g. salaries. If you are unable to execute the field trip or if the grant amount is in excess of allowable expenses, the check or excess amount must be returned to Target Field Trip Grants Program, c/o Scholarship Management Services, at the address above.

If you have questions or there are any changes, please email me at marial@scholarshipamerica.org or you may call me at 1-800-537-4180, ext. 413.