



Division of Grants Administration

Justification of Specific Expenditure: Educational Field Trips

Costs of entertainment, including field trips, have been determined to have a programmatic purpose for this federal grant program and are specifically authorized in the program guidelines.

You must justify your plans to use federal grant funds for the costs of field trips. Complete this form and submit it with your grant application to justify your planned expenditure of federal grant funds on costs of field trips.

Limit one justification per form. (Note: One justification for the same field trip location may include multiple campuses or grade levels.)

Name of Federal Grant

Name of Grantee

County-District #

Date

Description of Proposed Field Trip

Destination

of Attendees

Type of transportation

Duration of instructional component

Supported TEKS component(s)

Describe the purpose of providing this field trip to attendees.

Describe how the field trip supports the goals and objectives of the federal grant.