

The Detroit Institute of Arts Transportation and/or Admissions Subsidy Request.

The DIA's field trip fund provides transportation or admission subsidies to selected schools for visits to the DIA. The bus fund's mission is to encourage students to visit and tour the DIA who might not otherwise have the opportunity. If you are interested in receiving funds, please fill out the application and fax or mail it in to the Education Department.

Please submit the Bus Fund Application Form and a copy of your Guided Tour Request Form. Telephone requests are not accepted. You will be notified within 4-weeks if your subsidy request has been approved.

Fund amount and tour capacity are limited and subject to availability and is not applicable for special exhibitions. The DIA's preferred provider is DHT Transportation. They can be contacted at (313) 895-1300.

Priority for selection will be given to:

- Schools with demonstrated financial need
- Schools requesting guided tours

Guided Tours

DIA tour guides provide a variety of tours for grades 3-12. Please refer to titles and descriptions located in the Field Trips section of the brochure or the DIA website.

Approval

- Upon notification of approval, schools are responsible for bus transportation arrangements using the DIA's preferred provider.
- DHT will invoice the DIA directly for the approved amount.
- If your school must use district buses, you will need to fill out a W-9 form available through the DIA and submit with the receipt for reimbursement.
- Reimbursements of up to \$250 will be made after the date of the group visit.
- Subsidy requests are limited to one per school.

Information

For more information on guided tours or the Bus Fund, visit dia.org or email Tours@DIA.org, or call (313) 833-7981 and follow the prompts to receive personalized service in planning your visit.

Application for Bus/Admission Subsidy

Teacher Name: _____

School Name: _____

Address: _____

Phone Number: _____ Email: _____

District: _____

Have your students visited the Detroit Institute of Arts before? _____ Yes _____ No

What percentage of students in your school are eligible for Title I subsidies? _____ %
(Priority consideration for school groups with demonstrated financial need)

What percentage of students receives free or reduced price meals? _____ %
(Priority consideration for school groups with demonstrated financial need)

Subsidy requests are limited to one per school.

Submit form with tour application to:

Student Tours
The Detroit Institute of Arts
5200 Woodward Avenue
Detroit, MI 48202

Fax: 313-833-7355