**Program Application**

FLYTE partners with schools serving students in underserved communities. We seek out educators who want to connect their students to the world and exemplify a commitment to global leadership, cultural exchange, and service learning.

**Program Requirements**

Our ideal school partner meets the following requirements:

* The proposed trip clearly aligns with the learning objectives of your academic coursework, and you can demonstrate how the trip will enhance your classroom curriculum.
* The trip will have a central service learning component which will involve collaboration with local NGOs or non-profits in the selected destination.
* Student participants will be between the ages of 14 and 18 at the time of the trip.
* At least 40% of the students are receiving free or reduced price lunch.
* The trip will have between 15 to 20 students.
* Schools will be able to have at least 3 chaperones for the trip.
* All of the students are legal residents of the United States.
* You have the support of your school administration and leadership and understand the approval process your district requires to take students abroad.
* You agree to meet program expectations, outlined below.

Thank you for your interest in FLYTE! If you have any other questions as you complete the application, please reach out to us at [**contact@takeflyte.org**](mailto:contact@takeflyte.org)**.**

**Application Process Overview**

To ensure that we select the optimal school partner for this program, our application process has multiple stages. All school partners that meet the requirements outlined above are welcome to apply. The application timeline for our Summer 2019 program is outlined below.

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| --- | --- |
| **Date** | **Description** |
| **July 26** | **Application opens** |
| **August 26** | **Application deadline** |
| **September 7** | **Deadline for administration approval letters** |
| **September 10 to 14** | **Phone Interviews Scheduled** |
| **Late September** | **School partner announced** |

**All applications must be received no later than midnight (EST) on Sunday, August 26th. Applications should be submitted via email and sent to** [**contact@takeflyte.org**](mailto:contact@takeflyte.org) **with the subject line: FLYTE Summer 2019 Application.**

In addition to the application form, applications will only be considered when a letter of support from a school administrator or principal is submitted. **Please send this letter by Friday, September 7th.**

**Applicant Contact Information**

Applicant Full Name:

Applicant Email:

Applicant Phone Number:

Applicant Address:

**School Contact Information**

School Name:

School Address:

School Phone Number:

Name of School Principal or Administrator:

Administrator Phone Number:

Administrator Email:

**School Information**

**1.** When is the final date of classes this academic year?

**2.** Does your school receive Title I funding?

**3.** What percentage of students receive free or reduced-price lunch?

**4.** Does your school currently have any existing program that takes students on similar trips abroad? If so, please explain.

**5.** Do you have the support from your school’s administration to take students abroad? Please provide detail as to what this support looks like, and outline the process for gaining approval from your school and school district.

**6.** FLYTE aims to provide students who might not normally have the opportunity to travel abroad the chance for a global education. Please tell us more about your student population (i.e. demographics, income, neighborhood environment, family support, community structure, and any other relevant information you think we should know).

**Applicant or Educator Information and Background**

**7.** What subjects are you teaching during the academic year? Please provide a short course description for each.

**8.** Do you have previous experience traveling abroad? Please provide a summarized paragraph of your own personal past travels.

**9.** Do you currently have a passport?

**Classroom, Curriculum, and Impact**

**10.** What geographic locations are you most interested in taking your students to? Please list your top 3 desired country locations, with your top choice listed first. While we hope to meet your top choice, we may not be able to accommodate that based on funding restraints.

1.

2.

3.

**11.** For each of your top 2 destinations, please list the 5 most important experiences you want included in your itinerary. These can be anything from visiting a specific museum, taking language classes, or meeting with students at a local school. We would like to hear what you are most looking forward to having your students experience.

**12.** For these top 2 destinations, we ask that you provide a rough (but researched) budget estimate for the trip. [Click here to download](https://docs.google.com/spreadsheets/d/1obvFdvR06qf1EmgWvi4J3We4_cVA5x9qC_JVyw-vC30/edit?usp=sharing) FLYTE’s budget template. Please fill it out to the best of your ability using current costs found for flights and accommodations. On Sheet 1, you will find a sample budget to use as a guide.

**13.** Please describe in detail how each of the above locations tie into your curriculum and meet your school’s learning standards. How will you connect the trip to what the students are learning in school? What specific classroom assignments do you foresee related to this trip?

**14.** Service and volunteering are central components to our FLYTE trips. How do you plan on incorporating service learning?

**15.** What role do you think travel plays in education? What do you hope to achieve by taking your students overseas?

**16.** FLYTE provides financial support for the full itinerary expenses, insurance, and passport fees, etc. but encourages schools to raise some funds for students’ spending money. How would your school community raise these funds? Please briefly explain any fundraising ideas and plans you may have.

**17.** We encourage educators to take the lead in the planning process of the trip. FLYTE can provide resources and other logistical support, as needed. As a result, you will be very involved in the planning process throughout the course of the year. Please tell us about the support that you have to plan the trip, and how you anticipate balancing the time required to work with us and with the students to meet all the program requirements.

**Program Expectations**

*What FLYTE expects of our school partners*

Pre-Trip

* Actively lead the planning process with support from FLYTE staff
* Potentially participate in pre-trip virtual meet-ups with FLYTE alumni
* Develop & implement a curriculum plan that will build a solid foundation of classroom knowledge of the history and culture of the country students will be visiting
* Take part in school-led fundraising efforts
* Create blog posts and participate in a pre-trip reflection exercise

During the Trip

* Students and staff reflect on their daily experiences (i.e. journaling etc.)
* Participate in service learning opportunities
* Send FLYTE staff pictures & updates, if local internet connectivity allows
* Students may be asked to participate in video interviews if time and itinerary permits

Post-Trip

* Publish student blog posts
* Participate in a post-trip reflection exercise
* Provide student contact information for future follow-up
* Participate in a virtual meet-up with future FLYTE participants
* Compose a thank you letter for major donor appreciation

*What you can expect from FLYTE*

* Full funding for students and full-to-partial funding for chaperone travel expenses, depending on the country selected. This includes airfare, accommodations, meals, insurance, tours, passport fees, visas and in-country guides.
* Comprehensive trip planning and research assistance
* Access to tools and guides to help students and school staff develop their blogging skills
* Note: FLYTE does not provide in country field staff to guide the trip. The lead educator will be responsible for coordinating with local tour operators and contacts while on the trip.

**18.** Do you have any questions regarding the program expectations outlined above?

**19.** Please include any other information that you feel we should consider in your application.

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