

Guide to Securing a **Paid Sponsored Bus** for your Rock Fund Field Trip to the California Academy of Sciences

As part of the Rock Fund Program, we have the ability to pay for buses on behalf of San Francisco Unified School District sites for which transportation is a significant barrier to attending an Academy field trip.

Because of the high cost per bus, and the unknown volume of school buses available in San Francisco on any given day, we ask that teachers from schools near Golden Gate Park save our limited scholarship fund for sites that exist at a distance from the museum. We encourage nearby schools to consider walking to the park or taking MUNI, which is now free for youth without any tokens or cards! We are happy to mail MUNI tokens to your school site for teachers and adult chaperones.

If you have any questions, please reach out to us at therockprogram@calacademy.org or 415-379-5106.



Field Trip Services Request - 2022-23 School Year




Please complete the following information so that we may assist you with your **field trip** reservation needs.

On Page 1 - Basic Info:

If transportation to Golden Gate Park is a significant barrier for your school site and you'd like to request that the Academy pay the bill for your bus for your Rock Fund field trip, choose **Paid Sponsored Bus** and click **Yes** for a Zum bus within 25 miles of San Francisco.

Trip Information

Transportation Options *

 No bus	 Paid Sponsored Bus	 Free Bus
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Is this a request for Zum buses within 25 mile radius of San Francisco? *

Yes No, we will use a Charter Bus

Paid Bus Procedures

Zum Bus

- Only available for PK-12 for trips within a 25-mile radius of San Francisco, during school days (no weekends or Holidays).
- Only available on certain weekdays (see [Black Out calendar](#))
- During weekdays, pick up time at your school must be between **9:45 am** - 9:55 am
- During weekdays, return trip to your school must start at **12:45 pm** or sooner (students will be picked up at field trip location no later than 12:45 pm sharp)
- Plan ahead for bad weather. The buses will not be able to pick up the students earlier due to inclement weather.
- Requests **must be submitted at least 2 weeks prior to the date of the trip.**
- Paid by the school, person/entity or sponsored by one of the following organizations: Botanical Garden / Davis Symphony / Department of the Environment / Junior Reserve Officers' Training Corps / MOMA / National Parks Conservancy / Rock Fund Program / San Francisco Zoo / The Maritime Museum / The Presidio Trust / Treasure Island Sailing Center / YMCA

For Destination Name, choose **California Academy of Sciences - Rock Fund Program** which will automatically populate the museum's address:

Destination Name *

California Academy of Sciences - Rock Fund

Destination Address *

55 Music Concourse Dr, San Francisco, CA 941

On Page 2 - Trip Details:

The following should be prepopulated. If you do not see it, press [Back](#) and be sure to toggle the Destination Name to **California Academy of Sciences - Rock Fund Program**.

Billing Information	
Please let us know who should be contacted about payment for this trip. This may be your school principal, an SFUSD central office administrator, an organization or donor, etc.	
First Name	Rock Fund
Last Name	Program
Billing Email	therockprogram@calaca
Billing Address	55 Music Concourse Dr, San Francisco, C
Billing Phone	(415) 379-5106

You did it! Thank you!