## **Educational Tour Field Trip Proposal**

### **1. Title Page**

* **Title of the Educational Tour**
* **Proposed By:** (Institution/Organizer)
* **Date of Submission**

### **2. Introduction**

* Overview of the tour and its relevance to the academic curriculum.
* Connection to specific subjects or learning goals.

### **3. Objectives**

* Educational outcomes expected from the tour.
* Skill-building or experiential learning opportunities.

### **4. Destination Details**

* Name of the location(s) to be visited.
* Educational significance of the site(s).

### **5. Proposed Schedule**

* Date(s) and itinerary for the tour.
* Specific activities planned during the visit.

### **6. Participants**

* Number of students, staff, and other attendees.
* Mention any academic level or specialization if applicable.

### **7. Logistics and Resources**

* Transportation, accommodation, and meal plans.
* Additional materials or resources required for the tour.

### **8. Budget**

* Breakdown of estimated costs, including travel, accommodation, entry fees, and meals.
* Overall cost per participant and total funding required.

### **9. Safety and Risk Management**

* Steps to ensure safety during the tour.
* Contact information for local authorities or medical services.

### **10. Permissions and Approvals**

* Parental consent forms (if applicable).
* Required approvals from school/institutional authorities.

### **11. Benefits of the Educational Tour**

* Key takeaways for students or participants.
* Opportunities for knowledge enhancement and practical exposure.