

Day Trip / Outing Proposal Form

Lifelong Learning Institute

Title

Description

Registration Deadline:

Activity Level

Activity Level

Activity Levels (from Road Scholar Guide)

- Easy Going – I can exercise my mind but keep walking to a minimum and avoid stairs when possible
- On Your Feet -Some walking is o.k. I can get on and off a coach, climb stairs, stroll through an urban/suburban environment, or stand during a learning experience.
- Keep the Pace- Spending the day exploring appeals to me whether on and off a coach or walking through neighborhoods at a moderate pace. Multiple stairs don't bother me either and keeping up with a group is no challenge.
- Let's Go - Bring it on. Spend the day on the move! Whether hiking, riding public transit, walking city streets or village cobblestones, I'm able.

Facilitators' Information

Facilitator's Name:

Facilitator's Phone
Number:

Facilitator's
Email Address:

Co-Facilitator's Name:

Co-Facilitator's Phone
Number:

Co-Facilitator's
Email Address:

Transportation

Location of Event

Pickup Location

On Your Own

Motor Coach

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Scheduling

Semester:

Fall:

Spring:

Summer:

Minimum Number
of Attendees:

Maximum Number of
Attendees:

Date of
Event:

Event Start
Time:

Event End
Time:

Flat Costs per Event

Individual Costs per Event

Transportation:

Snacks:

Transportation
Description:

Water:

Admission Fees:

Parking:

Donations:

Tour Guide:

Driver Gratuity:

Promotion Materials:

Breakfast:

Other Costs:

Lunch:

Other Costs
Description :

Dinner:

Note: All values in the next two sections are read-only and take the Minimum Number of Attendees for budgeting purposes

Summary of Planned Costs (Based on Minimum Number of Attendees)

Total Flat Costs
for Event:

Flat Cost per
Attendee:

Total
Individual Costs
per Attendee:

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Registrant Pricing (Based on Minimum Number of Attendees)

**Cost per Attendee for Event
without CourseStorm Fees:**

CourseStorm Fees:

**Cost per Attendee for Event
with CourseStorm Fees:**

For Use by Curriculum Council Only

**Price of Event - to be entered
into CourseStorm**