

# USDA Challenge Grant Industry Tour Guidelines



## Objectives:

1. Become familiar with area greenhouse and nursery businesses.
2. Increase knowledge and skills in ornamental horticulture.
3. Provide hands-on learning opportunities.
4. Explore career options.

## Approval Procedures:

1. The site visited must be a commercial greenhouse or nursery business — either wholesale or retail.
2. Submit a request for approval two weeks in advance of the tour to include:
  - a. Site to be visited.
  - b. Date and length of the trip.
  - c. Learning objectives. What is the purpose and focus of the tour? What knowledge and skills are to be acquired and how will that be measured.

## Reporting Requirements:

1. Submit a list of students and the teacher who participated.
2. Request travel reimbursement with an itemized invoice.
3. Summarize the learning experience including how it will impact the students; benefit your horticultural teaching; and meet grant objectives.

## Submit to:

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