



Challenger Learning Center of Orleans, Niagara and Erie Counties
160 Washburn Street
Lockport New York 14094
(716) 434 3196
CLCONELockport@gmail.com

BOCES CoSer Reimbursement Guide

1. Get a quote from the Challenger Learning Center for the program.

Space Mission program (with optional in-house Planetarium program)	Mobile planetarium program
• \$900 for one class of up to 30 students • 31+ requires doing <u>two</u> missions: \$1,500 • Mission Duration: ~90 mins • Field trip capacity: 60 students • Grades: 5+ • Optional 30 min planetarium program	• \$200/hr (2 hr minimum) • Full school day: \$1,600 • Capacity: 20-25 students per show • Programs are 30 mins, or on class schedule Please ask for any details/changes • Grades: k-12

2. Fill out the [A407 Arts-In-Ed](#) form

- [Mission example form](#)
- [Planetarium example form](#)

3. Send the form, including the quote, to BOCES

O/N BOCES contact	Erie 1 BOCES contact
Mary Lavery Account Clerk mlavery@onboces.org (716) 731-6800 x3762	Debbie Schweigert Arts in Education Program Secretary dschweigert@e1b.org (716) 821-7188 Daniel Lynch Senior Coordinator of Arts in Education & Exploratory Enrichment dslynch@e1b.org 716-821-7480

4. BOCES sends a purchase order directly to Challenger Learning Center.
5. After the event has been completed, CLC sends BOCES an invoice.
6. BOCES sends payment for the program directly to Challenger Learning Center.