



February 1, 2024

To: Provosts, Deans, Department Chairs and Faculty of Undergraduate Education

From: The Alumnae of Northwestern University Academic Enrichment Committee

\$29,000 AVAILABLE FOR UNDERGRADUATE ACADEMIC ENRICHMENT

*Please forward this **REQUEST FOR PROPOSALS (RFP)** to all Undergraduate faculty, vice presidents of research and student affairs, and faculty advisors of Northwestern student groups and associations. Application forms are available at:*

<https://forms.gle/5yxwTJdJTFGkEUGz8> and on The Alumnae website, at:

*<https://www.nualumnae.org/> (click the Monetary Awards & RFPs banner -- see Academic Enrichment section). * **NOTE: a Gmail or u.northwestern.edu address is required to sign in and complete the application on Google Forms.***

The Alumnae of Northwestern University is soliciting faculty-sponsored proposals to bring distinguished guest scholars, speakers and artists to campus for lectures, masterclasses or performances in the **2024-2025 academic year**. The primary goal is to enrich the intellectual and cultural learning experiences of undergraduate students or the entire University community.

This year **\$29,000** of funding is available. It may be awarded in its entirety to support one project or awarded in smaller amounts to several worthy proposals. Many past recipients have combined their grant award with other funding resources. Please see examples below. Proposals must be submitted by **11:55 p.m. CST on Monday, April 1, 2024**.

APPLICATION PROCESS

The Academic Enrichment Committee of The Alumnae of Northwestern University manages the application and selection process. Proposals should be no more than 500 words, in addition to the application form and must include:

- A project description, including a line-item budget;

- An estimate of the number of undergraduates who would be impacted by the project;
- An explanation of how the project would enrich undergraduate education;
- A statement indicating whether partial funding will be acceptable; if so, include a list of additional funding sources;
- A statement describing how this award from The Alumnae of Northwestern University would be acknowledged or publicized throughout the life of the project.

Proposals that do not include all the information requested above will not be considered.

Funds will be processed through the University's accounting office; processing the grant shall conform to the University's policies and procedures. Northwestern chartstring numbers for transferring funds must be provided. Please note that this grant is not subject to the University's development fee.

EXPECTATIONS OF GRANT RECIPIENTS

Grant recipients must submit a one-page final report to the Academic Enrichment Committee, with a copy to their dean or director within six weeks of the event. The report should describe:

- How the funds were used;
- How the recipient accomplished the goals of the grant;
- What impact the grant had on the recipient's program.

Recipients must provide evidence for utilized funds and return unused funding to The Alumnae of Northwestern University. (Future applications from a prior grant recipient will not be reviewed if the final report has not been received.)

Recipients will be required to acknowledge funding from The Alumnae of Northwestern University, whether full or partial, on all communication and promotional materials created for the event, including print and online. An Alumnae logo is available upon request.

Grant funds must be used by August 31, 2025. If the proposed event cannot be completed within the proposed time period, the grant recipient must receive prior approval from the Academic Enrichment Committee before proceeding. If you cannot meet the deadline, contact the Academic Enrichment Committee for further input.

PROPOSAL DEADLINE

Proposal submissions must be submitted online only, **no later than 11:55 p.m. CST on Monday, April 1, 2024**. Applications sent via USPS or campus mail or received after that date will not be considered. For questions, contact Judy Moore, Academic Enrichment Committee Chair, at: jkm4182@gmail.com.

Successful Academic Enrichment Grant applicants will be notified no later than June 1, 2024.

EXAMPLES OF RECENT ACADEMIC ENRICHMENT GRANT RECIPIENTS

- The Block Museum’s Fall 2023 exhibition, “Rosalie Favell: Facing the Camera,” opening program talk by the guest artist about her extensive portrait photography series.
- The November 2023 School of Communications’ MFA Writing for The Screen & Stage Alumni Production of “Heroes of the Fourth Turning,” and weeklong residency of celebrated playwright and Northwestern alumnus Will Arbery.
- Weinberg College’s new ongoing quarterly speaker series in Global Health Studies.
- The Department of Black Studies Winter 2024 series of artist panels, master classes and a jazz performance celebrating New Black Music in Chicago.
- The McCormick School of Engineering’s daylong spring 2024, “Northwestern Sustainability Lecture Series,” featuring talks by renowned experts on energy, climate and the environment.
- The Center for Interdisciplinary Exploration and Research in Astrophysics (CIERA) October 2024 Annual Public Lecture, featuring a leader in the field of astronomy.

THE ALUMNAE OF NORTHWESTERN UNIVERSITY

The Alumnae of Northwestern University is an all-volunteer organization of women that raises funds for a wide range of projects to benefit Northwestern University while sharing the University’s academic resources with the community through its Continuing Education program. Founded in 1916, The Alumnae has given \$10 million to the University in the form of grants, fellowships, scholarships, summer internships and endowed professorships.

The Alumnae’s Academic Enrichment Grant is funded by an endowment established in 1991 in honor of The Alumnae of Northwestern University’s 75th Anniversary. For more information, visit The Alumnae website at: www.nualumnae.org.