



**February 1, 2025**

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

**From: The Alumnae of Northwestern University Academic Enrichment Committee**

**\$38,000 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/eAO8vV4M488fcXts9> and on The Alumnae website, at: [nualumnae.org](http://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 **2025-2026 academic year**. The primary goal is to enrich the intellectual and cultural learning experiences of undergraduate students or the entire University community.

This year **\$38,000** 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 Tuesday, April 8, 2025**.

### **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:

- your name, project title, project description and 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, 2026.** 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 Chair for further input.

## PROPOSAL DEADLINE

Proposal submissions must be submitted online only, **no later than 11:55 p.m. CST on Tuesday, April 8, 2025**. 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](mailto:jkm4182@gmail.com). Successful Academic Enrichment Grant applicants will be notified no later than June 1, 2025.

### EXAMPLES OF RECENT ACADEMIC ENRICHMENT GRANT RECIPIENTS

- A weeklong Winter 2025 campus residency by guest composer and songwriter Gabriel Kahane. Kahane's new musical, "February House," will have its Chicago Premiere at the Wirtz Center's Ethel M. Barber Theater from February 21 to March 2, 2025.
- Guest speaker fee for the McCormick School of Engineering's quarterly Mechanical Engineering Alumni Seminar Series for students.
- Honoraria for three guest artists/researchers for the School of Communication's SLIPPAGE Lab's Spring 2025, "AI and Machine Learning for the Art."
- Artist Talk at the Block Museum by Jordan Ann Craig, an emerging indigenous artist. A solo exhibition of her large-scale works will be on view in the Alsdorf Gallery through April 6, 2025.
- Guest speaker fee for the Center for Interdisciplinary Exploration and Research in Astrophysics (CIERA) Fall 2025 Annual Public Lecture, featuring a leader in the field of astronomy.
- Honoria for up to six Winter 2025 guest panel/speakers for a three-part series on Chicago's Asian American communities by Weinberg College's Asian American Studies Program.

### 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 more than \$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](http://www.nualumnae.org).