

Dear Colleagues:

The Alumnae of Northwestern University is soliciting **proposals to bring distinguished scholars, speakers, and artists to the Evanston campus for lectures, master classes, or performances in the 2018–2019 school year**. The primary goal is to enrich the intellectual and cultural learning experience of undergraduate students and/or the entire University community. Please help us build interest in this grant by sharing this information and the **April 1, 2018, submission date** with appropriate directors of any offices, institutes, or centers.

This year approximately **\$35,000** of funding is available. **It may be awarded in its entirety to support one project, or awarded in smaller amounts to several worthy proposals**. Some past recipients have combined their grant award with other funding resources.

Recent grant recipients include:

- School of Communication's Department of Theatre hosted Lisa Wolpe, founder of the Los Angeles Women's Shakespeare Company;
- Weinberg College of Arts and Sciences' Department of Physics and Astronomy hosted astronomer Neil deGrasse Tyson on the Evanston campus;
- Medill School of Journalism, Media, Integrated Marketing Communications hosted journalist Charlayne Hunter-Gault, who delivered the lecture, "The Civil Rights Act of 1964 Day-Long Teach-In";
- Weinberg College's Department of Psychology invited John Hopkins University Professor Kay Redfield Jamison to speak to 1,000 students about depression and bipolar disorder.

[Application Process](#)

The Committee of Academic Enrichment of The Alumnae of Northwestern manages the application and selections process. To apply, submit the completed [Request for Funding Proposal Form](#) and provide a brief description of the project. (You may also download [this Word document](#) and email a completed copy to mlovaas2010@gmail.com.)

Proposals must include the following information:

- 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 are more than two pages or that do not include all 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 chart string numbers for transferring funds must be provided. Please note that this grant is not subject to the University's development fee. [Apply](#)

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 will provide evidence (including receipts) for utilized funds and return unused funding to The Alumnae of Northwestern University.
- Recipients will be required to acknowledge funding from The Alumnae of Northwestern University in communications and promotion.
- Grant funds must be used by August 31, 2019.
- 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,

Proposal Deadline

- Proposal submissions must be received via [website](#) or [form](#) submitted by [email](#) on or before **April 1, 2018**.
- Proposals received after that date will not be considered.
- All proposals will be acknowledged within 15 days of receipt. If you fail to receive notification, contact Maggie Lovaas at mlovaas2010@gmail.com.
- Recipients of Academic Enrichment grants will be notified by June 1, 2018.

For more information, contact:

Maggie Lovaas, Chair, Alumnae Academic Enrichment Committee
mlovaas2010@gmail.com

University

The Alumnae of Northwestern University is an all-volunteer organization of women who raise 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.

Sincerely,

P. Lindsay Chase-Lansdale, PhD

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