



**Request for Proposals**  
**Issued by UNI Nonprofit Leadership Alliance Student Association to search for**  
**one-semester service-learning projects with local nonprofits**

**Overview**

- UNI Nonprofit Leadership Alliance student association is asking organizations to submit proposals for service-learning projects that can be completed by UNI students (in collaboration with your agency) during the 2021 Spring semester.
- After reviewing all proposals, UNI Nonprofit Leadership Alliance students will complete interviews and choose organizations to form partnerships with for the 2021 Spring semester. Students will manage the partnership(s) and Julianne Gassman (Executive Director) and Kristina Kofoot (Assistant Director) will oversee the student's management process.

**Proposal Information:**

1. Organization name
2. Point of contact for organization, address, phone and email
3. Organization mission and brief description
4. List of potential projects and volunteer experiences for the Spring\* **(Please keep proposals to two pages or less)**

\* These projects and experiences should allow students to have hands-on experience in the planning, operations and facilitation of programs and services at your organization. This could include marketing, event planning and facilitation, development of fundraising ideas (*please note that we cannot engage in direct fundraising for your organization*), development of manuals and program materials, etc. Project should allow students to get an inside look at the operations of a nonprofit organization through their volunteer hours but also through learning from staff at your organization (i.e. budgets, fundraising activities, marketing strategies, etc.).

Please note that proposals are due to Kristina Kofoot, [kristina.kofoot@uni.edu](mailto:kristina.kofoot@uni.edu), and Alisha Reynolds, [reynoaaf@uni.edu](mailto:reynoaaf@uni.edu), by Wednesday, October 21, 2020 at 5:00 pm. If you have any questions about the proposal process, please contact Kristina Kofoot at [kristina.kofoot@uni.edu](mailto:kristina.kofoot@uni.edu).

**Proposal Follow Up:**

- The Nonprofit Leadership Alliance will set up an interview to meet with selected organizations to further discuss partnership details.
- Final selection will be completed by the Nonprofit Leadership Alliance by Monday, November 16th, 2020. If you are selected as our 2020-2021 service learning partner organization, you must complete and sign the partnership memorandum of understanding.

**Additional Information**

<http://uni-nonprofit.org/>

**What is the UNI Nonprofit Leadership Alliance?**

- UNI Nonprofit Leadership Alliance's mission is to strengthen the social sector with a
- talented, prepared workforce.
- UNI Nonprofit Leadership Alliance is a program in the Department of Recreation, Tourism, and Nonprofit Leadership (RTNL) that helps students earn their Certified Nonprofit Professional (CNP) credential. While we are housed in the department of RTNL we have majors from across campus earning their CNPs.

**What does UNI Nonprofit Leadership Alliance have to offer your organization?**

- A group of students willing to serve your organization during the Spring of 2021.
- Students will bring several assets to your organization:
  - They are all currently enrolled in nonprofit management classes (evaluation, fundraising, volunteer management, etc.). Not all NLA students are majoring in RTNL; some are pursuing other degrees at UNI such as: Interactive Digital Studies, Art, Womens and Genders Studies, Business Administration, Global Health, Global Studies, Anthropology, Psychology and more
  - They have experience with nonprofits throughout Iowa
  - They are hard-working and reliable
- There are approximately 20 active students per semester. Our 2020-2021 Director of Community Engagement will oversee these students and maintain consistent communication with your organization.

**What are we asking of your organization?**

- If selected, we ask you to commit to a service-learning project between UNI Nonprofit Leadership Alliance student association and your organization. The partnership will begin in February 2021 and conclude by April 2021. A representative from your organization must present an overview of your service project to the Nonprofit Leadership Alliance Practicum class in the Spring semester prior to students' work.
- Provide projects and volunteer experiences that will help students acquire better communication skills, a professional network, and management and leadership skills.
- Provide one person who is willing to be the *point of contact* between your organization and the Alliance student representative. This person will be required to meet with Alliance students at least one hour every two weeks, and be in communication with the students when necessary. They should also attempt to give feedback and criticism on the work being done so the students know they are on track.
- **Please note** that any costs associated with projects taken on by our students on behalf of your organization are the responsibility of your organization, and not the Alliance.