



**Issued by UNI Nonprofit Leadership Alliance to search for a
One-semester service learning partnership with a local nonprofit**

Overview

- UNI Nonprofit Leadership Alliance is asking organizations to submit proposals for service learning partnerships that can be completed by UNI students (in collaboration with your agency) over the 2020 spring semester.
- After reviewing all proposals, UNI Nonprofit Leadership Alliance students will complete interviews and choose a handful of organizations to form partnerships with for the spring semester of the academic year.
- The students will manage the partnership. Julianne Gassman, Executive Director, and Kristina Kofoot, Assistant Director, will help oversee the partnership, but the main leadership will come from students.
- UNI Nonprofit Leadership Alliance will sign a partnership memorandum of understanding with the agency as to specific outcomes agreed upon.

Application process:

- Complete the questions found at the end of this document.
- Proposals are due to Kristina Kofoot at kristina.kofoot@uni.edu or Piper Fox at foxp@uni.edu by Monday, October 28th, 2019 at 5:00 pm.
- The Nonprofit Leadership Alliance will set up an interview to meet with selected organizations to further discuss partnership details and opportunities.
- Final selection will be completed by the Nonprofit Leadership Alliance by Monday, November 25th, 2019.
- If you are selected as our 2019-2020 service learning partner organization, you must complete and sign the partnership memorandum of understanding.
- Please feel free to e-mail Kristina Kofoot at kristina.kofoot@uni.edu with any questions.

What is UNI the Nonprofit Leadership Alliance?

- UNI Nonprofit Leadership Alliance mission is to transform today's students into tomorrow's nonprofit leaders by helping them to gain experience, skills, professionalism and certification.
- UNI Nonprofit Leadership Alliance is a program in the Division of Leisure, Youth, and Human Services that helps students earn a national certificate in nonprofit management. About 15 students per year earn the certification.
- One of the requirements of certification is that the Nonprofit Leadership Alliance Student Association assists the local nonprofit organizations.

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

- A group of students willing to give a total of 20-200 hours of time between January & April of 2020.
- The students bring several assets to your organization:
 - They are currently enrolled in nonprofit management classes (evaluation, fundraising, volunteer management, etc.).
 - They have experience with nonprofits throughout Iowa.
 - They are hard-working and reliable.
- There are about 35 active students per semester. Our 2019-2020 Director of Community Engagement will manage these students and maintain consistent communication with your organization.

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

What are we asking of your organization?

- If selected, commit to a one-semester service learning partnership between UNI Nonprofit Leadership Alliance and your organization. The partnership will begin after November 25th, 2019 and conclude by April 26th, 2020.
- Provide projects and volunteer experiences that will help students gain the following competencies:
 - Communication skills
 - Professional network
 - Management and leadership skills
- Provide projects and volunteer experiences in which our students can get hands-on experience in the planning, operations, and facilitation of programs and services at your agency. We would value a diverse range of projects and experiences, including such things as marketing, event planning and facilitation, program service delivery, development of fundraising ideas (*please note we cannot engage in direct fundraising for your organization*), development of manuals and program materials, etc.
- Provide one person who is willing to be the *point of contact* between your organization and the Alliance student representative. We request that this person meet with Alliance students at least one hour every two weeks, and respond promptly to other communication between meetings.
- Allow our students an inside look into the operations of a nonprofit organization. In addition to their volunteer hours through projects, events, and activities at your organization, we seek opportunities for our students to learn from your staff about your organization (i.e. funding model, fundraising activities, marketing strategies, program models, etc.).
- Provide specific feedback to students so that they can learn and gain skills.
- Provide recognition of the UNI Nonprofit Leadership Alliance involvement with your organization.
- **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.
- Please note that a representative on behalf of your organization must present an overview of your service project to the Nonprofit Leadership Alliance Practicum class in the Spring Semester before the projects are undertaken by the students of the Alliance.

Application (Please keep proposals to two pages or less)

Please include the following information:

1. Organization name
2. Point of contact for organization, address, phone and e-mail
3. Organization mission and brief description
4. List of potential projects and volunteer experiences for the spring.
5. Describe how a partnership with your organization will help students gain nonprofit management skills and competencies.
6. Describe the additional learning and networking experiences you will be able to provide to our students (i.e. employees from your organization coming to our Alliance meetings as guest speakers, etc.).
7. Affirmation of the criteria noted below:
 - a) Who would be the point of contact willing to meet with students for one hour every two weeks, and respond promptly between meetings?
 - b) How will your organization provide feedback and information for student learning?
 - c) How will you recognize the Nonprofit Leadership Alliance involvement?
 - d) Is your organization willing to allow students to take leadership of various projects?
 - e) Is your organization likely to be able to accommodate 20-200 hours of volunteer time by our students?