

*In celebration of its 20th anniversary, the Nuckolls Fund for Lighting Education is offering to fund a special **20th Anniversary Grant** in an amount up to \$50,000. The Fund will also accept proposals in 2010 for the grants it has traditionally funded: the **Nuckolls Fund Grant**, which has been given annually since 1989 for programs at the college level; the **Edison Price Fellowship Grant**, which is given to individual educators to enable them to further their own education; and the **Lesley Wheel Introductory Lighting Program Grant**. Please see separate Requests For Proposal for the Edison Price Fellowship Grant and the Lesley Wheel Introductory Lighting Program Grant, and a separate description of the 20th Anniversary Grant. **Proposals are accepted only from educators at academic institutions in North America.***

REQUEST FOR PROPOSAL: The Year 2010 Nuckolls Fund \$20,000 Grant

The Nuckolls Fund for Lighting Education is a not-for-profit organization that uses income from its endowment to fund educational programs in the field of lighting. It was established to honor James L. Nuckolls, a pioneer in lighting education programs during the 1970s and 1980s.

The Nuckolls Fund invites you to submit a proposal for up to two years duration, in the amount of \$20,000, for developing and delivering an innovative new or expanded course in lighting at your institution. The Fund reserves the right to award this grant in an amount less than \$20,000. The course must be prepared, given and evaluated during the grant period.

In preparing your proposal you should carefully consider and address the following:

- The proposal should be for the expansion of an existing lighting program. The submitting institution must currently offer at least one full course in lighting. This grant is not intended for initiating lighting instruction at schools where none exists now or in funding "once-only" projects that will not continue beyond the grant period.
- The proposal should fit in well with the existing lighting instruction. This should be documented.
- Normally there will be a resident tenure track faculty member in charge of the program. Non-resident or untenured faculty may also be involved but usually will not have primary responsibility for carrying out the goals of the proposal. Proposals with exceptions to this rule must be well documented.
- It is suggested that you seek endorsement of and assistance for your institution's lighting education program from the nearest Illuminating Engineering Society of North America (IESNA) section, from practicing lighting professionals in the International Association of Lighting Designers (IALD) and/or Designers Lighting Forum (DLF), as well as from local lighting companies whenever available.
- Although lighting instruction is generally housed in one academic discipline, lighting itself is multidisciplinary. Thus proposals that cross departmental lines to involve faculty and students from more than one discipline are encouraged.
- Endorsement of your proposal by at least two academic officials (chair, director, dean...) of the institution is required. Such endorsement should indicate how the proposed activity will be integrated into existing programs, and that it will be continued after the grant period ends.

The Fund does not permit monies to be used for research, lighting laboratories or student scholarships. Equipment essential to the proposal may be purchased up to \$5,000. Private

sector and internal matching of equipment money is encouraged. The Nuckolls Fund grants cannot be allocated to institutional indirect costs (overhead). Benefit costs are allowable.

Required Submission Information – The Year 2010 Nuckolls Fund \$20,000 Grant

Electronic submission is preferred. Because proposals must be re-sent to 12 Board members with a variety of e-mail capabilities, we **require** that submitters conform to the following specifications:

- Proposals must be submitted in either Microsoft Word or PDF format.
- All material submitted must be consolidated into one document that totals a maximum of 25 pages. This includes the proposal itself, supporting letters, resumes, and photos, if any. Resumes must be no more than one page each.
- **Please try to keep the total document to under 1 mb in size.** Photos should be jpeg format only.
- E-mail to: nuckolls@nuckollsfund.org.

If hard copy must be submitted, contact the Fund before February 5th, 2010 at info@nuckollsfund.org for mailing instructions.

Proposals must be organized as follows:

1. Title page, listing:

- The title of the grant proposal
- The name of the person submitting the application and his/her position and tenure status at the school.
- Name of the college or school and name of the department or division
- Mailing address, phone and fax number
- Name of the program to which the grant will be applied
- Number of years the program has existed and number of years the program has included one or more full courses in lighting.

2. Contents page

3. A one paragraph abstract of the proposed project

4. Background information that will put the project into context, including a description of the department (division) and the program.

5. Substantive description of the project for which funding is sought. Describe why the project is needed, how it will fit with the existing program, what its impact will be on lighting education, what makes it of special importance, and how it will be continued after the grant period.

6. A detailed budget showing how the funds will be allocated to accomplish the various tasks in the proposed project. If supplementary funding from another source is needed, include documentation showing that source's commitment to provide funds. Any financial support by the institution should be shown.

7. A schedule for accomplishing the tasks. Include dates and describe major milestones. Three progress reports and a final report will be required. Grant funds will be paid in installments upon the Fund's acceptance of each progress report.

8. At least two letters of support from deans and/or department chairs.

9. Resumes for those administering the grant (maximum of one page each).

Optional Submission Material.

- You may include letters of support from practicing lighting professionals who can provide insight into the need for the project and the qualifications of those who will carry it out.
- If you submit in hard copy, we suggest that you enclose a SASE (self-addressed stamped envelope) for our use in confirming receipt of your proposal. If you do not receive our confirmation by February 20, please contact us. Electronic submissions will be acknowledged via e-mail.

Other Information

<i>Proposals due</i>	February 5, 2010 (postmark and e-mail date)
<i>Send to</i>	nuckolls@nuckollsfund.org (electronic submission). Contact the Fund at info@nuckollsfund.org for instructions on mailing hard copies.
<i>Grant announced</i>	May 12, 2010 at the Nuckolls Fund luncheon, LIGHTFAIR International, Las Vegas, NV
<i>Notification</i>	All those who submit proposals will be notified of the recipient of the award. Submissions will not be returned.
<i>Agreement</i>	The fund requires grant recipients to sign a performance agreement and to submit status reports. Published results of grants funded by the Nuckolls Fund enter the public domain. Grant awards do not imply any form of endorsement by the Nuckolls Fund.
<i>Fee</i>	There is no fee for submission and no limit to the number of submissions.
<i>Restrictions</i>	No portion of the funds awarded may be used for indirect costs (overhead). Benefits are allowable.

