REQUEST FOR PROPOSAL:
The 2027 Lesley Wheel Introductory Lighting Program $30,000 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.

This RFP is directed to programs in Architecture, Engineering, Technology and Interior Design that have either ***minimal or no lighting design offerings*** in their curricula now but have a strong interest in adding them. The program may currently have a portion of a course that touches on the lighting field, but the material is minimal or recognized by the program as being inadequate for today's graduates. There must be available, however, a faculty member with a basic knowledge and understanding of lighting. The Fund is not able to help a program without faculty knowledge to start from ground zero in developing lighting courses.

The goal of this grant is to establish a new, viable, and sustained lighting fundamentals course in your program. We hope that this opportunity will open new doors at your institution and enhance lighting education in your unit. We know ideas which receive outside financial support are more favorably looked upon by school administrators and help faculty in their professional advancement. This award may be the incentive to start a quality lighting program at your institution. We look forward to receiving your proposal.

The Fund wishes to make it clear, in the event that no submitted proposal is deemed worthy of support, this category of funding will be withdrawn for this year. The Fund reserves the right to award this grant in an amount less than $30,000.

CRITERIA FOR FUNDING

1. We will fund new course(s) that cover lighting in the fields listed in #2 below. Evidence should be included of how the proposed course(s) will enrich, enhance, and integrate with the existing academic program in which it is placed. A proposed course outline must be included, and instructor credentials shown. It is required that the author of the proposal be the instructor or on the course instruction team.
2. The academic unit should be in one of the following areas: Architecture, Engineering, Technology or Interior Design. It must be accredited and offer a Bachelor's degree or Graduate degree.
3. The proposed course(s) must be given at least twice during four sequential academic years.
4. The Fund requires evidence from at least two academic administrators (Chairs, Directors, Deans, and so forth) that the administration will support the continuation of the course after the grant period ends.

***** *Please see separate Requests for Proposal for the Edison Price Fellowship Grant, the Nuckolls Fund Grant and the Chip Israel Gateway Grant.*

5. The total amount requested may not exceed $30,000. The RFP budget outline must reflect how the money will be spent over four years, as The Nuckolls Fund will allocate the money at a maximum of $7,500 per year. The first-year budget should be specific. Subsequent yearly budgets are to be included in the required annual reports.
6. In the event that the original instructor(s) leaves the Institution, the Fund reserves the right to request evidence of knowledge and interest in lighting from the new instructor(s) for continuation of grant funding. In that event, the Fund would also require that an academic administrator designate a new contact person for the required reports."
7. Evidence that the proposed instructor(s) is knowledgeable and active in lighting is important. This may be shown by a resume or CV indicating lighting content in previous courses given or taken, activity in IESNA or IALD, lighting workshops attended, and so on.
8. The Fund is interested in introductory courses that cover a broad range of basic lighting as applied in your field of study. A narrow specific course, such as a course in only daylighting or only computer applications, will not be given consideration. Narrow focus courses are covered in the Nuckolls Fund Grant RFP for institutions that have existing basic lighting courses.
9. The course should be a minimum of 3 semester credits or 4 quarter credits, and must be given at least twice during the grant period. At least eight students should complete the course each time it is given (evidence must be shown that this condition is met for continued funding). Courses which are required are preferred to ones which are elective, but this is not a requirement. Interdisciplinary courses are always of interest.
10. Up to $4,500 per year of the Fund award may be used to purchase lighting-related equipment for the course. In-kind donations of equipment from lighting manufacturers are encouraged. The proposal should indicate that the institution will provide appropriate space.
11. No portion of the fund budget may be used to cover overhead costs. Benefits are allowable.
12. Reports will be required periodically from the grant recipient or subsequent persons responsible for the course. A minimum of one annual report, due one month after the course has been given, must be submitted. In the report, the completed course should be reviewed and evaluated both academically and in terms of the budget. Academic course evaluations from the students are required as a part of this report, but they may be delayed until the following semester to accommodate institutional requirements. If your institution has no regular student evaluation process, the course instructor must develop one for this course alone. The Nuckolls Fund requires on-time, complete, high-quality reports in order for funding to continue from year to year.

    Additionally, candidates commit to visually documenting in images or video, the development and outcomes of their project. Physical products, presentations, examples of groupwork and trips should be recorded and submitted with regular progress reports and at the conclusion of the project with the final report.

(continued)

Required Submission Information – The 2027 Lesley Wheel Introductory Lighting Program $30,000 Grant

The following is required for submission:

- Proposals must be submitted electronically 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 or CV's, and illustrations, if any.
- Resumes or CV's must be no more than one page each.
- Please keep the total document under 1 mb in size.
- Photos and illustrations should be jpeg format only.
- E-mail to: jeanne@nuckollsfund.org

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. 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
2. **Table of 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. Two reports per year will be expected. Grant funds will be paid in installments upon the Fund's acceptance of each report.
8. **At least two letters of support** from deans and/or department chairs.
9. **Resumes or CV's** 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.

Other Information

Proposals due	January 11, 2027. Receipt of submissions will be acknowledged via email.
Send to	jeanne@nuckollsfund.org
Grant announced	No later than March 1, 2027.
Public Announcement	No later than March 31, 2027
Notification	All those who submit proposals will be notified of the recipient(s). Submissions will not be returned.
Agreement	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.
Progress Reports	The Fund requires grant recipients to commit to visually documenting in images or video, the development and outcomes of their project. Physical products, presentations, examples of groupwork and trips should be recorded and submitted with regular progress reports and at the conclusion of the project with the final report.
Fee	There is no fee for submission and no limit to the number of submissions.
Restrictions	No portion of the funds awarded may be used for indirect costs (overhead). Benefits are allowable.

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