



REQUEST FOR PROPOSALS FOR:

Exemplary or Promising Urban Extension Projects or Programs to be shared at the Northeast NUEL Meeting in Springfield, MA on June 15-16, 2023

If a proposal is selected, individuals or teams will:

- Prepare and deliver two presentations at the Northeast Region NUEL Meeting
 1. An in-depth (approximately 20 minutes) summary of the project/program to individuals working in that Focus Area
 2. A brief (5-minute) overview of the project/program for all attendees
- Receive an Innovation award (up to \$1,000) to Develop or Expand the project/program
- Be considered a finalist for the Northeast Urban Extension award

Proposals are due on Wednesday, May 10th and must be submitted on-line at:

<https://www.surveymonkey.com/r/Q2VVWNK>

Each submission should identify one of the five Focus Areas:

4H & Youth Development
Health & Nutrition
Urban Agriculture & Food Systems
Green infrastructure & Urban Revitalization
General/Extension Administration

The proposal submission process is brief and requires the following information:

- Name and contact information for project/program leader
- Descriptive Name/Title of the project/program
- Names of other team members
- Project/Program Type (in progress vs. in development phase)
- Focus Area (see list above)
- Provide a short abstract (limit 300 words) that describes the situation, issue or problem the project/program addresses, intended or achieved goals, the target audience, any collaborators, and any demonstrated or intended impacts.

Selection Process and key details

- An individual can serve as the lead for only one submission (but can be a Team Member for multiple submissions)
- The Northeast NUEL Steering Committee will review all proposals and make selection decisions by May 15th. Selected presenters will have until May 22nd to accept or decline. A member of the project/program team (not necessarily the lead) must attend the conference and deliver the presentations. The person who is presenting must be registered for the meeting by May 24th.
- Presenters will provide any digital components (e.g. Videos, power point slides) to the organizers in advance of the conference
- Northeast NUEL intends to share the conference presentations and other related materials through a variety of media so that they can be further disseminated.