



Spencer Educational Foundation

2024 for 2025

**Risk Manager on Campus
(RMOC) Grant Program**

PROGRAM GUIDELINES

ABOUT:

Spencer's Risk Manager on Campus (RMOC) program offers grants of **up to \$5,000** to universities and colleges in the United States and Canada to host a practicing Risk Manager on its campus for a 1–3-day residency.

The grant award is to be used to:

1. Reimburse the Risk Manager for travel, housing, and incidental expenses incurred from the visit.
2. Coordinate class visits, campus-wide lectures, panel discussions, meals, student club/organization meetings, senior administration visits, and/or receptions for students to network with and learn from the visiting Risk Manager, thereby exposing students to careers in Risk Management and Insurance and cultivating excitement about the industry.

Up to \$1,000 of the total grant award may be allocated by the school to their local GIS chapter or any other Risk Management/Insurance/Actuarial Science/Finance/Management student organization for programming outside of the Risk Manager's visit.

In addition, Risk Managers have the option to invite their brokers or carriers to speak a portion of the time they are lecturing. However, the Foundation will not reimburse other participants from the university's grant, only the Risk Manager.

RMOC

FREQUENTLY ASKED QUESTIONS

I am a faculty member at a university and am applying for a RMOC Grant for the first time, what should I keep in mind as I complete the application?

- The more detail you can provide for our committee throughout the application to clearly illustrate your plan for the RMOC grant, the better!
- Before you complete the application, we highly encourage new applicants to reach out to Spencer's University Partnerships Director, Ken Goldstein, at kgoldstein@spencered.org with any questions and to review a sample application.

How are Risk Managers selected by University recipients of a RMOC Grant?

- University grantees will have the option to either invite a Risk Manager from the pool of volunteer practitioners maintained by the Foundation OR to invite a local Risk Manager by working with Spencer to connect with the closest Risk and Insurance Management Society (RIMS) chapter or otherwise identifying a local practitioner.
- Please note: All Risk Manager volunteers must be approved by the Foundation.
- If a university opts to select a Risk Manager from Spencer's volunteer roster, universities are sent a list of volunteer Risk Managers with attached resumes and/or profile forms.
- The university is asked to send Spencer its first, second, and third choice. Risk Managers are assigned to universities on a first-come, first-serve basis.



FREQUENTLY ASKED QUESTIONS

How is the itinerary created?

- University recipients work with the Risk Manager to prepare and coordinate an itinerary, including coordinating transportation, lodging, presentation schedule, and presentation subject matter.
- It is the university's responsibility to host the Risk Manager and ensure the best use of their time on campus.

How many presentations to students must be scheduled?

- In the case of a one-day visit, at least 2 class visits and/or events must be scheduled. If 2 days, at least 3 class visits and/or events must be scheduled. If 3 days, at least 4 class visits and/or events must be scheduled.

What students must be included in the RMOC Program?

- The RMOC program is an impactful way to introduce students to the Risk Management/Insurance (including Actuarial Sciences) profession who may have never been exposed to the field prior! We strongly encourage you to invite a wide range of student majors outside of RMI (for example engineering, management, healthcare, finance, business, etc.) to participate in your program itinerary to expand students' horizons.
- Priority will be given to proposals that include the broadest range of student participants.
- Note: If your university offers an Introduction to Risk Management & Insurance course, we strongly encourage you to invite the visiting Risk Manager to this class. RMI courses at the introductory level are often taken by students from a broad range of majors, and therefore present a great opportunity to maximize student exposure.

RMOC

FREQUENTLY ASKED QUESTIONS

Are there any promotion/marketing requirements?

Yes! See Spencer's requirements for promotion below:

- Spencer's RMOC PowerPoint Template must be utilized at each presentation.
- Spencer's logo is to be included in all promotional materials for the program, including in signs, emails, announcements and event postings, etc.
- **IMPORTANT:** All promotional materials – including signage, posters, and emails – Must be sent to Ken at kgoldstein@spencered.org before use.
 - Failure to do so may result in program ineligibility in future years.
- At each presentation, the Spencer Educational Foundation must be verbally acknowledged by either the Risk Manager or the faculty coordinator.
 - Please see the below information about Spencer:

"The Spencer Educational Foundation is a non-profit organization dedicated to supporting the next generation of Risk Management and Insurance leaders through scholarships, internship grants, funding for experiential learning opportunities, and the Risk Manager on Campus Program."

RMOC

FREQUENTLY ASKED QUESTIONS

Are there reporting requirements for the University and/or Risk Manager?

- Yes! Both the university and the visiting Risk Manager are required to complete a final report within 30 days after the completion of their program. The *University Final Report Form* and the *Risk Manager Final Report* form can be obtained by contacting Ken at kgoldstein@spencered.org.
- If you have the opportunity to take photos during the visit, please do so and share them with us!
- Note: If the budget provided in the final report is incomplete, or if you have over \$100 in unused grant funds at the culmination of the program, you will be asked to return any remaining funding back to Spencer (outside of the \$1,000 allowance for the campus GIS Chapter/RMI Student Organization).

How are Risk Managers reimbursed for their expenses?

- The lecturing Risk Manager is reimbursed by the university directly for their travel, housing, and any other related expenses incurred during the program.
- The Risk Manager is responsible for handing in all receipts promptly following the visit, and the university is responsible for reimbursing the Risk Manager within 30 days of submitting their receipts.

Additional Questions?

- Contact Spencer's University Partnerships Director, Ken Goldstein, at kgoldstein@spencered.org with any questions.