

Proposal Submission Guidelines*
Advisory Committee on Socially Responsible Investing

Overview:

The Advisory Committee on Investment Responsibility (ACIR) debates issues arising from the campus community and provides recommendations to the Investment Committee of the Board of Trustees, through the Chief Investment Officer, as needed. ACIR is comprised of ten voting members, two from each university populations: staff, faculty, alumni, undergraduate, and graduate students. The committee will meet on an as needed basis, but no less than quarterly.

When considering a proposal, there are two basic criteria that must be met before divestment can be recommended.

These include:

1. There must be broad consensus within the University community regarding the issue at hand;
2. Divestment must be more viable and appropriate than ongoing communication and engagement with company management.

The ACIR will consider proposals from all constituents and groups from the Northwestern University community. The proposal review process requires that all proposal follow these guidelines:

Formal proposals should be written in doubled-spaced, 12 point font. A maximum of 20 pages for all materials may be submitted.

1. Overview (included in PDF format)
2. State which criteria (above) the proposal is using to make the case (one paragraph)
3. Provide all the critical data with footnotes for any arguments in your proposal
4. Provide research for the possible counterargument for your claim
5. Conclusion – provide concise and clear final recommendations citing the criteria for each recommendation

Email the proposal to the Staff Administrator on the website

<http://sites.northwestern.edu/acir/contact-us/>

*Columbia University's Advisory Committee on Socially Responsible Investment gave us permission to share proposal guidelines and criteria