Supplemental Graduate Fellowship and Recruitment Funding (SGFRF) Program

The Supplemental Graduate Fellowship and Recruitment Funding (SGFRF) Program is aimed at helping graduate programs recruit new students who show exceptional merit and promise.

Eligibility

- Funding is awarded to departments/programs that demonstrate best practices in graduate education by recruiting, retaining, training, and professionally placing outstanding students.
- Funds can be used to design the recruitment strategy that best meets their needs and goals. Priority should be given to recruiting and supporting underrepresented minority (URM) students.
- Funds can be used, for example, to help provide increased student support through a one-year fellowship, visitation/recruiting events, early enrollment support, professional development funding, covering the cost of course fees, or other innovative methods to improve graduate program recruiting efforts.
- If utilizing funds as a fellowship, each fellowship must be awarded as a supplement to a .50 FTE departmental teaching or research assistantship or additional departmental fellowship. This demonstrates departmental financial support of the student beyond this one-time fellowship. Students receiving the awards must be enrolled as full-time graduate students.

Process

- SGFRF Program funds are awarded to departments on a competitive basis; a faculty panel selects the individual recipients.
- Departments/programs may submit proposals for supplemental fellowship awards ranging from $1,000 to $10,000 that must be used in a one-year period.
- The Notification of Award will be communicated by mid/late December.

Submitting an Application

Departments/programs will submit their application materials via Qualtrics (see link below).

Applications are due by 5 PM (Central) on November 15, 2021. The DGS or Department Chair must submit application materials via this Qualtrics form: https://missouri.qualtrics.com/jfe/form/SV_bOYLzP2nSWvzMYS

Proposals

The Graduate School seeks proposals for the SGFRF Program to help academic units recruit outstanding graduate students new to MU starting the following summer or fall semester. Programs requesting funds for recruitment activities other than fellowships should describe the activities with sufficient detail to allow for review using the SGFRF Rubric. All units funded
through the SGFRF Program will be expected to demonstrate the successes of their students. The program seeks to reward and encourage department/program excellence; it does not seek to remediate low stipend levels. Therefore, the application should focus on program strengths. Submit your Proposal as a single PDF document via the Qualtrics link above. Do not submit separate files for the narrative and student data. Label your PDF document with Program Name_SGFRF

I. Proposal Narrative (2-3 pages, single-spaced):

The narrative must include information related to the life cycle of graduate education in the department or program from recruitment to successful completion. The narrative should include:

1. **Description of recruitment and admissions processes** for your department/program. Describe any special efforts made to ensure a good fit between student, faculty, and program. Describe specific efforts or programs designed to attract underrepresented students, with an acknowledgement that different disciplines define “underrepresented” differently. State the financial commitments typically made to incoming students.

2. **Description of retention efforts** in your department/program. Describe efforts at successful orientations, handbooks, mentoring, seminars, and special programs of a social and/or academic nature that encourage:
   - Faculty/student interaction
   - Integration of students in the teaching, research, and outreach missions of the department/program
   - Procedures designed to help students find appropriate mentors
   - Program structures, including curricula and examinations that focus work and enable successful graduate education

3. **Explanation and rationale of use of requested funds** to attract exceptional and URM students to your graduate program(s). Provide an overview of the use of funds and a brief rationale for the use of those funds to attract **exceptional students and underrepresented students** to your department. Please also include a funding table with breakdown of expenses.

II. Doctoral Student Data:

Visit the Graduate School’s data analytics to search for your program data: [https://gradschool.missouri.edu/about/graduate-student-data/](https://gradschool.missouri.edu/about/graduate-student-data/) Select your program name (as listed in the dropdown menu) and “doctoral” to view your PhD five-year student data.

**Report the following data:**

- Screen capture image(s) of your PhD program data for admissions, demographics, tuition support, and stipend support. See example below:
Retention data for the past 5 years. You will have to report these data from your departmental files. (The Graduate School does not have these data to provide to you.) How many students have left the PhD program before completing or mastered out of the PhD program? Provide a brief narrative description of retention to accompany these data and provide context.

Placement data for the past 5 years. Some of you may have these data from the pilot academic analytics project (coordinated by Heather Hoffman). If you were not a part of this pilot, then please utilize your internal records to report placement data. We do not absolutely need student names; you can provide aggregate data for your department if names are not available. (e.g., number/percent in various types of positions and universities [specify universities and positions], industry, etc.)

Optional: any other data points you feel relevant to your discipline