

Supplemental Graduate Fellowship and Recruitment Funding (SGFRF) Program

Deadline: November 15, 2024 (5pm)

Up to \$10,000 may be requested

Submission via [InfoReady](#)

The Supplemental Graduate Fellowship and Recruitment Funding (SGFRF) Program is aimed at helping MU graduate programs recruit new graduate students who show exceptional merit and promise. The MU Graduate School seeks proposals for the SGFRF Program to help academic units recruit outstanding graduate students new to MU for the following summer or fall semester. Proposals must demonstrate intentional and thoughtful efforts to recruit and support students with diverse backgrounds and experiences. Awards of up to \$10,000 per department/program may be requested.

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SGFRF funding:

SGFRF are awarded to departments/interdisciplinary programs that demonstrate best practices in graduate education by recruiting, retaining, training, and professionally placing outstanding graduate students.

What can/should SGFRF be used for?

- to recruit and support exceptional new students.
- to implement a recruitment strategy that best meets a department's/program's needs and goals.

Examples of appropriate uses of SGFRF Program funds:

1. defray costs of visitation/recruiting events,
2. provide increased student support through a one-year graduate fellowship* to one or more meritorious students (specific students do *not* have to be identified in advance; however, how merit is assessed must be articulated in the proposal),
3. provide early enrollment support (e.g., funds to cover tuition for a summer class),
4. fund professional development programming for new students,
5. cover the cost of mandatory fees,
6. present at and/or cultivate relationships with HBCUs, Tribal Colleges, and other MSIs,

7. or, other innovative methods that improve graduate program recruiting efforts.

*Any offering of a one-year fellowship for an incoming student must be awarded as a supplement to a .50 FTE departmental assistantship or other fellowship, such that it is at or above the university minimum .50 FTE stipend (exclusive Graduate School Fellowship funds, e.g., from a Ridgel or other Legacy Buidling Fellowship). This demonstrates departmental financial support of the student beyond this one-time fellowship. Students receiving supplemental fellowships must be enrolled full-time.

Programs requesting funds for recruitment activities other than supplemental fellowships should describe the activities with sufficient detail to allow for review using the [SGFRF Rubric](#) available on the Graduate School website.

Applications

All applications will be submitted via the [InfoReady Platform](#). There is a short form to fill out in InfoReady and then other documents will be uploaded in PDF format.

Proposal Narrative (2-3 pages, single-spaced, upload as PDF)

The narrative must include information related to the life-cycle of graduate education in the department or program from recruitment to successful completion, demonstrating the successes of the program's students. SGFRF aims to reward and encourage department/program excellence, not remediate low stipend levels. Therefore, the application should focus on department/program strengths, recent improvements, and aims to continue to develop recruitment and retention efforts:

1. **Description of recruitment and admissions processes** for your department or interdisciplinary program. Describe any special efforts made to ensure a good fit between student, faculty, and department/program. Describe specific efforts or programming designed to attract and admit students with diverse backgrounds and experiences. State the financial commitments typically made to incoming students.
2. **Description of retention efforts** in your department/interdisciplinary program. Describe efforts in the areas of orientation, handbook, 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
 - Efforts designed to help students find appropriate mentors or mentoring networks, beyond their faculty advisor
 - Program structures, including curricula and examinations, that enable student success
3. **Description of proposed use of funds** to recruit students to your graduate program(s).
 - Provide an overview of the use of funds, including a strong rationale for the use of those funds to attract **exceptional students** to your department or program.
4. **Budget & Timeline (up to \$10,000)**: The final section of the Narrative should include a budget and timeline.

- The budget will clearly breakdown the planned expenses. (A table with line items or simply a list describing the expense and how much will be spent on that aspect of the grant).
- Include a timeline for when funds will be spent. SGFRF funds must be used within one calendar year from the notification of the award: a status report is due June 1, 2025; if the funds are not fully spent by that date, a follow up report is due upon expenditure of the funds.

Student Data (no more than 3 pages, upload as PDF)

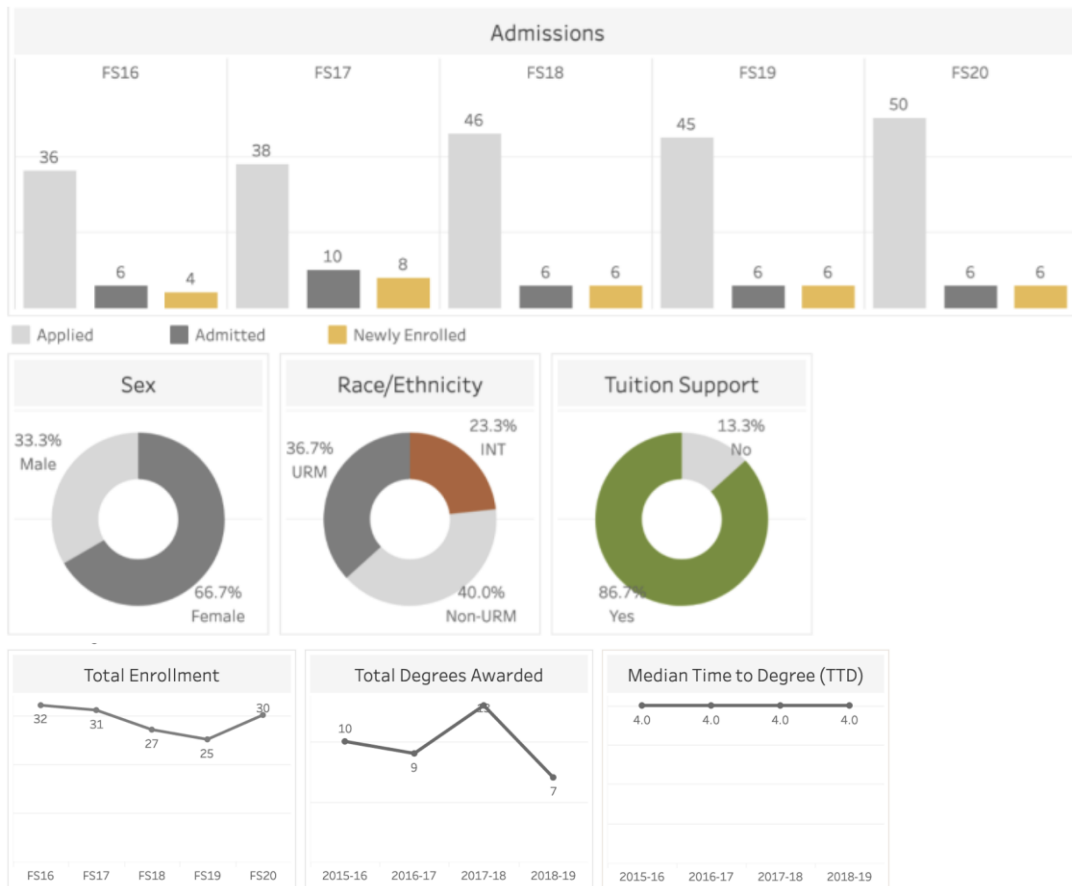
Visit the Graduate School's data analytics to search for your program data:

<https://gradschool.missouri.edu/graduate-program-statistics/>. Select your program name (as listed in the dropdown menu) to view and capture your five-year student data. Please include appropriate data on students from your program as outlined below.

Outline information about departmental/program retention and post-graduate placement of students over the past 5 years:

- **Retention data for the past 5 years.** Using data from your departmental files. (*The Graduate School does not have these data; these may be part of departmental program review materials.*) How many students have left before completing their intended degree, or mastered out of the doctoral program? Briefly provide context for and reason why a student mastered out or left the program. (Student names should *not* be included in these data to protect confidentiality.)
- **First-destination placement data for the past 5 years.** The data for the class of 2023 are also available on the [Graduate School website](#). You may also have additional spreadsheets the Graduate School analytics staff shared with your department/program for verification. Please utilize your internal records to report additional placement data as available. *We do not need student names; provide aggregate departmental data* (e.g., number/percent in various types of positions and universities [please specify universities and positions], industry, etc.) The Graduate School website career outcomes data “employment” tab includes a list of industries you may choose to use.
- Optional: Any other data points you feel are relevant to your discipline. You may make use of other data on the Graduate School website including - **program data for admissions, demographics, and tuition support**. You should screen capture image(s) of this information, see examples on next page. Please provide context for any figures you pull from the Grad School website, outlining why these trends support your need for SGFRF funds.

Examples of data from Graduate School website on Admissions, Demographic breakdown of students, Tuition Support Provided, Enrollment, Degrees and Time to Degree:



Submit your application [via InfoReady](#)

- Applications must be submitted by the DGS or Department Chair/Director of the department/interdisciplinary program
- Departments/interdisciplinary programs must submit their application materials via InfoReady – this includes filling out the form in InfoReady and then uploading the narrative and student data.
- Applications are due by **5 PM (Central) on November 15, 2024**
- A panel of faculty and Graduate School staff will review the applications and recommend award decisions. SGFRF Award notifications will be communicated before the University-observed winter break in late December.

QUESTIONS: Please email any questions about SGFRF Program funding to Enid Schatz at schatzej@missouri.edu