FUNDING FOR GRADUATE STUDENT RECRUITMENT

The USU School of Graduate Studies (SGS) offers small (up to $1,500) grants to support program activities that directly contribute to the recruitment of a highly qualified, diverse graduate student community. The SGS recognizes that different programs may have unique needs, but preference will be given to departments and programs that demonstrate efforts to recruit doctoral students or under-represented groups to their disciplines, and to efforts that leverage other funds.

Examples: A wide range of activities are eligible for support under this program. Examples include (but are not limited to):
- Travel for faculty or current graduate students who will give recruiting talks at out-of-state recruitment fairs, professional conferences, or a “feeder” institution.
- Bringing prospective students to the USU campus for interviews.
- Development of recruiting materials (e.g., video podcasts of current student research for your program’s website or program brochure development).

Allocation: Due to limitation in funds, each department may submit only one funding application during the fiscal year. Departments that received a GSR grant in the past fiscal year must submit a final report on their recruitment activities before they are eligible to receive a new award.

Eligibility: Any faculty or staff member with responsibility for recruiting students to graduate programs may submit a funding request.

Application Instructions: Please provide the following materials.
1. Submit a 1-2 page letter that describes the project and indicates what it is specifically intended to accomplish. The letter must explain:
   - How this funding will further the graduate program’s comprehensive recruiting goals.
   - How it fits into the program’s 5-year plan for graduate program improvement.
   - Specific activities to recruit doctoral or under-represented groups to the program, if applicable.
2. Attach a budget that details:
   - All the expenditures involved.
   - All other sources and expected use funds.
3. Include a brief letter from the Department head providing endorsement of the proposed activity.

Review Process: SGS staff will review applications, consulting with the deans or department heads when necessary, and provide a response within two weeks.

Deadlines: Requests will be reviewed and grants made until the annual fund has been depleted.

Submission: Please send your requests as an email attachment to Jeff Broadbent (jeff.broadbent@usu.edu).