



Memorandum

TO: Academic Department Heads and Graduate Coordinators

From: Lindsey Shelton, Manager of Admissions & Enrollment Management  
Office of the Graduate School

CC: Dr. Brien Henry, Associate Dean, Office of the Graduate School  
Deans and Associate Deans

Date: September 3, 2021

RE: **2021-2022 RFP for Graduate Recruitment Assistance Grants**

**Program Description**

The Graduate School is pleased to announce the availability of funds for the Graduate Recruitment Assistance Grants (GRAGS). These grants are competitive and intended to assist and enhance the special/specific recruiting needs of a graduate program to attract and enroll graduate students with outstanding academic qualifications. Recipients will be selected by a panel that consists of Associate Deans and Graduate School representatives. While all applications will be considered, preference will be given to those departments that have not received GRAGs funding in recent years. Please provide your program and department name and indicate the year(s) in which you were awarded GRAGs funding by checking the appropriate box(es) below.

**Program** \_\_\_\_\_ **Department** \_\_\_\_\_

2018     2019     2020     Not Applicable

**Awards are available for an amount up to \$20,000. These grants are provided in two parts with Part I (up to \$5,000) designated for recruitment activities and the remaining Part II (up to \$15,000) awarded in the form of a onetime fellowship not to exceed \$2,500 to a new graduate student. Programs can use their digression in how much they want to award as long as no one award exceeds \$2,500. Fellowship Awards are posted directly to student accounts.**

**Part I** funds can be requested for activities such as development of print or web-based recruitment materials, interview costs for recruiting outstanding students, participation in recruitment fairs or recruitment activities at professional meetings, etc. This program does **not** allow the use of funds for purchase of equipment, regular office supplies, or to cover university faculty/staff salary or extra pay. Special Consideration will be given to proposals that meet one or more the following categories, which are encouraged but not required. (1) Proposals that target the recruitment of underrepresented populations and underserved communities which include, but are not limited to, race, ethnicity, gender, institutional type, socioeconomic status, geographic location, and any other identities from socially, culturally, economically, or educationally disadvantaged backgrounds. (2) Proposals with activities aimed at increasing participation in accelerated programs (combined Bachelors/Masters programs) and/or non-theses masters programs. (3) Proposals that detail a unique strategy and/or include provision of matching funds from department or college.

**Part II** funds are intended for use as supplements to a department's base graduate stipend as an incentive to new graduate recruits. These fellowships shall not be used as a replacement for any part of a department's regular assistantship expenditures. They may also be used for the recruitment of students who do not have a graduate assistantship. Please note these are one-time Fellowships **and are applied directly to the student's Banner account.**

#### **Proposal Submission Details:**

Proposals must consist of four parts: full justification, procedural details, expected outcomes, and budget (broken down by requested Graduate School funds and other sources of matching funds, if applicable). Proposals must not exceed three (3) typed pages. Due to limited availability of funds, only one (1) proposal per academic department will be accepted.

**Proposals for FY 2021-2022 must be submitted electronically to [Graggs@grad.msstate.edu](mailto:Graggs@grad.msstate.edu) and copy Lindsey Shelton ([LShelton@grad.msstate.edu](mailto:LShelton@grad.msstate.edu)) by 5:00 p.m. on October 5, 2021.** If your proposal is selected for funding, you will be notified no later than October 26, 2021, and provided information about transfer of the award from the Graduate School to a requested account in your department.

\*Receipt of funds obligates the completion of a report that details the outcome of the supported efforts. Examples of outcomes include samples of recruitment literature and the strategy of distribution, names of participating faculty and staff and location(s) of recruiting efforts, names and contact information of prospective graduate students, and actual enrollment that specifically resulted from the supported recruiting activities. Units that receive funds for 2021-22 will be required to submit their reports no later than September 16, 2022.

For more information about GRAGS, please submit your inquiry to Lindsey Shelton ([LShelton@grad.msstate.edu](mailto:LShelton@grad.msstate.edu)).