MEMORANDUM

TO: Directors of Graduate Studies

FROM: Susan Carvalho, Dean Graduate Program

RE: Enrichment Funds

We are fortunate to have modest funding for graduate program enrichment included in our budget this year. Although the level of funding is not sufficient to warrant allocations to all programs, you are invited to apply for some portion of these funds for special seminars and/or symposia that may be planned for this academic year.

Please note that the Graduate School would like to support interdisciplinary endeavors as well. If your proposal is interdisciplinary, please include a brief note of support from each of the other participating graduate programs or departments. I hope to ensure that truly interdisciplinary commitments do not “subtract” from your program’s allotment.

The Graduate school will entertain requests (usually not exceeding $1,000 total) to pay honoraria, travel expenses, lodging and meals for speakers. Priority in determining the recipients of these funds will be based in part on the following criteria:

• Is the proposal interdisciplinary or is it supported by the mutual interests of two or more graduate programs or other university entities?

• Will the seminar, symposium, or forum for which funding is requested be of interest to and open to the university public?

• Have matching or supplementary funds been committed from other sources to share a portion of the expenses?

• What long-term scholarly benefits are expected to derive from the sponsored event?

You may use the Graduate Program Enrichment Funds Request Form to submit a Request for Funding. Funds will be made available on an ad hoc basis until they have been committed in their entirety.