

Graduate Student Services Fee

2019/2020 Guidelines for Proposals

Overview

In May 2017, the Board of Regents approved a new student services fee to fund services for all Memorial University students to promote academic/professional success and physical/social well-being. The objectives of this fee are to address the following areas: professional skills development and career advising; health and wellness services; and advocacy and support services. These services are considered vital to promoting positive student experiences and improving student persistence and graduate outcomes.

Students, faculty, staff and any unit of the university is eligible to apply for this funding. All awarded amounts will be administered within the University's financial system.

Call for Proposals

Recently the Canadian Association for Graduate Studies (CAGS) released the 2016 survey results¹ which is aimed to help better understand overall satisfaction and experiences of graduate students at Memorial. Applicants are encouraged to review the latest results to determine how proposals can help improve areas outlined in sections 3 (Satisfaction with Program, Quality of Interactions, and Coursework), 4 (Professional Skills Development) and 7 (Advisor and Thesis/Dissertation/Research Paper) of the survey. Proposal evaluations are completed based on the following five criteria:

Relevance	Does the proposal help improve or promote the academic and/or professional success of graduate students, specifically addressing sections 3, 4 and 7 of the CGPSS survey results?
Effectiveness	Does the proposal address the objectives of the student services fee? Objectives should also address general areas such as professional skills development, career advising, health and wellness, and/or advocacy and support services. Proposal should also include project milestones.
Efficiency	Are the objectives being achieved in a financially efficient manner? Is the proposed budget realistic and based on current costs? Is this funding used to, or part of, other leveraged funding?
Equity/Inclusion	Does the proposal include systemically marginalized groups (i.e. racialized people, Indigenous people, people with disabilities, queer and trans people, women etc.)
Sustainability	Are the positive effects or impacts of the proposal sustainable? Is this funding project part of, or leverage funding from, a larger project?

To apply for funding, please complete the attached Graduate Student Services Fee Application for Funding Form by May 1, 2019. Completed applications should be emailed to sgs@mun.ca.

All successful applicants must submit final reports that identify critical activities and outcomes from the allocation. Ten percent of the total award will be withheld until a final report of the project is submitted. Any unused funds are to be returned to the School of Graduate Studies.

A list of all successful project titles, applicants and amount awarded will be published on the School of Graduate Studies website.

¹ Canadian Association of Graduate Schools. 2016. "Centre for Institutional Analysis and Planning." *Memorial University of Newfoundland*. Oct. 7. Accessed Jun. 28, 2018. <https://www.mun.ca/ciap/Analysis/Survey/CGPSS/>.

Privacy Statement:

All information requested by the Graduate Student Service Fee Call for Proposal will be used solely for the administration and management of the program. Personal information is collected under the authority of the Access to Information and Protection of Privacy Act, 2015 (SNL2015 Chapter A-1.2) and is used for the purposes of academic administration, program planning and human resource management. Questions about this collection and use of personal information may be directed to the School of Graduate Studies at 709-864-3425.