Department Chairs and Department Administrators,

I am pleased to inform you that the Graduate Division student support allocations for 2011-2012 are now available on the Graduate Division Intranet site, http://jasmine.gdnet.ucla.edu. Your department SAO or MSO should have a Jasmine account and he/she can print your allocation from the site. If you need assistance, please contact Eli Levy at x57758 or elevy@gdnet.ucla.edu.

### Allocation Methodology

Consistent with past policy and practice, Unrestricted Funds are distributed on the basis of third-week enrollment counts and the degree objective of enrolled students. For allocation purposes, students who are beyond normative time to degree or advancement to candidacy are not included in the count. Deans have been consulted about the proposed distribution of graduate student support to departments and programs in their areas and some adjustments were made in response to their recommendations.

- **Block Grants Increase to $28.5 million.** The allocations represent an increase from $25.3 million in 2010-11 to $28.5 million for 2011-12.
- **New Block Grant Distribution Deadline: Feb 1, 2012.** For the 2011-12 academic year, the Graduate Division has moved the deadline for departments to allocate unrestricted block grant funds from what has traditionally been a mid-October deadline to February 1, 2012. We moved the deadline to a later date to allow departments enhanced flexibility to reassign funds.
- **No Extensions on Block Grant Distribution.** The Graduate Division will no longer entertain requests from departments for extensions or late processing of block grant distributions. With the extended deadline for utilizing block grant allocations, the Graduate Division’s Student Support Office needs to be able to meet fiscal closing deadlines.
- **Conference Travel and Research: New Distribution Method.** The Graduate Division has revised the allocation method for Conference Travel and Research to provide a more equitable distribution across departments and programs. Since these allocations have been handled as legacy funding, many new departments and programs did not have access to these resources. In the 2011-12 allocation, we provided a minimum of $500 to each department, thereby ensuring that each unit will have some funds.
- **Special Fellowships Increase by $2.5 million.** The Graduate Division is committing an additional $2.5 million to Special Fellowships for 2011-12. In addition to covering the fee increases for fellowship recipients, we plan to offer more Cota-Robles, Dissertation Year, and Graduate Summer Research Mentorship Fellowships. Moreover, we plan to raise the stipend levels of the Cota-Robles and Dissertation Year Fellowship by $1,000 resulting in a $21,000 stipend for Cota-Robles Fellowships and a $19,000 stipend for Dissertation Year Fellow.

### Pursuing Greater Diversity

UCLA and the Graduate Division continue to maintain a strong commitment to diversity. Departments are encouraged to develop outreach and recruitment programs that support the University’s long-standing goal of achieving a student body and faculty that reflect the diversity of the state. Please keep in mind that two Graduate Division Fellowship Programs are available to assist you in your recruitment efforts: Cota-Robles and Graduate Opportunity Fellowships. In addition, our Graduate Student Ambassadors stand ready to assist departments’/programs’ recruitment and yield efforts.
**Graduate Student Support**
Our campus is united in its desire to encourage excellence and innovation in graduate education while simultaneously addressing our priorities on graduate student support and diversity. As our financial resources become more scarce, I call on you and your unit to pay even closer attention to all deadlines, policies, and procedures. I also urge all graduate degree programs and associated faculty to join me in proactive efforts to increase and to make the most effective use of financial resources available to support excellence in graduate education at UCLA.

Questions concerning procedures or deadlines should be directed to Assistant Vice Chancellor Sam Bersola (sbersola@gdnet.ucla.edu / x54386), to the Graduate Student Support Office for allocation deadlines (Ana Lebon, alebon@gdnet.ucla.edu / x51025), or to the Outreach, Diversity & Fellowships Office for fellowship deadlines (Chérie Francis, cfrancis@gdnet.ucla.edu / 62557).

Sincerely,

**Claudia Mitchell-Kernan**
Vice Chancellor Graduate Studies
Dean, Graduate Division

cc: UCLA Deans