

**From:** Vice Provost and Dean Robin L. Garrell  
**Sent:** Friday, December 21, 2018 2:30 PM  
**Subject:** Graduate Division Student Support Allocations for AY 2019-20



## Graduate Division

### Department Chairs and Department Administrators:

The Graduate Division is pleased to announce student support allocations for 2019–20. These include: 1) Block Grant allocations, 2) Recruitment Visit allocations, 3) Graduate Dean’s Scholar Awards, and 4) Doctoral Travel Grants.

Department/program allocations are available for viewing on the [Go.GRAD website](#). Your department SAO or MSO should have a Go.GRAD account and can print your allocation from the site. If you need assistance, please contact Eli Levy at x5-7758 or [elevy@grad.ucla.edu](mailto:elevy@grad.ucla.edu). We encourage you to forward this email to the appropriate CAO or MSO in your academic unit.

### 1. Block Grant Allocation

The Block Allocation is based on three-year average eligible enrollment. Doctoral students who are **registered or registered in absentia** remain eligible for up to 21 consecutive quarters (7 years; summers are not counted). All master’s degree and J.D. students are considered eligible if they are registered/enrolled and within their program’s normative time-to-degree (measured in quarters; summers not included). Because students on Filing Fee are not enrolled, they are not counted towards block grant funding.

**Carry-forward to 2019–20:** If your department/program had an approved carry-forward from 2018–19 to 2019–20, it is noted on the student support allocation summary sheet within your Jasmine account.

**Deadline to allocate Block Grant to individual students: Feb. 3, 2020:** All block grant funds for the 2019–20 academic year must be allocated to your students by February 3, 2020. We ask that you meet this deadline to ensure that the Graduate Division Fellowships and Financial Services Office meets campus fiscal closing deadlines.

- *Underspending the allocation:* As was the case in prior years, departments may request to carry forward up to \$40,000 or 10% of the Block Grant, whichever is greater, to the following academic year, 2020–21.
- *Overspending the allocation:* A department or program that commits more than its 2019–20 allocation may request an advance of up to \$40,000 on its 2020–21 allocation. Special requests to exceed this limit will be considered in consultation with your school or divisional dean.

In either case, please e-mail your written request to Ana Lebon, Assistant Dean of Fellowships and Financial Services in the Graduate Division ([alebon@grad.ucla.edu](mailto:alebon@grad.ucla.edu)) by Nov. 1, 2019.

### 2. Recruitment Visit Allocations

Most programs received the same Recruitment Visit allocations as last year. The Graduate Division will continue to provide supplemental recruitment visit funding to any student who is offered a Cota Robles Fellowship or Graduate Opportunity Fellowship.

### 3. Graduate Dean's Scholar Award (GDSA)

We continue to support departments' ability to compete for the most highly recruited doctoral students via the UCLA Graduate Dean's Scholar Awards. Just as last year, small programs that enrolled less than 6 doctoral students have been combined with other small programs in their field to earn "floating awards" for their dean to distribute among those programs. For 2019–20, we added extra floating awards to fields where the total number of GDSA awards earned outright and through floaters fell short of the prior year.

### 4. Doctoral Travel Grants (DTG)

The Graduate Division will continue to provide \$1,000 to new doctoral students to use during their degree program.

As a reminder, this initiative was created to encourage doctoral students to present their work at professional conferences, to support travel associated with off-campus research, and to enable students to take advantage of off-campus professional development opportunities. The reimbursement can be used, in whole or in part, at any time through the seventh year of enrollment in the doctoral program. Departments and mentors are encouraged to talk with their students about how and when the funds might best be used, and to provide additional funding for these activities as resources permit. ***There is no limit to the amount of additional support an individual student can receive.***

We hope that this \$1,000 guarantee will serve as an effective incentive that can help yield the top recruits to your doctoral programs. We encourage you to include language about the DTG in your informal offer letters.

Questions concerning procedures or deadlines should be directed to Assistant Vice Provost Sam Bersola ([sbersola@grad.ucla.edu](mailto:sbersola@grad.ucla.edu)/ x5-4386) or Assistant Dean of Fellowships and Financial Services Ana Lebon ([alebon@grad.ucla.edu](mailto:alebon@grad.ucla.edu)/ x6-4309).

With best wishes for a happy holiday season and New Year,

**Robin L. Garrell**

Vice Provost for Graduate Education  
Dean, Graduate Division