

Proposal for FAS and SGS funds in support of Graduate Recruitment 2018-19

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This year the Faculty of Arts and Science (FAS) and School of Graduate Studies (SGS) will jointly provide funds to support academic units in their recruitment efforts. By doing so, units need not submit multiple requests.

FAS/SGS funding is available for recruitment initiatives, such as website updates/re-launches, videos, digital advertising, webinars, open houses, campus visits, etc. Funding will be awarded on the basis of the proposal received. Proposals must include a clear description of the initiative, the objective, the timeline for implementation or launch, how success will be measured and the projected costs.

Note that Departments are expected to contribute some departmental funds towards the projected costs of recruitment.

Please complete the form below and submit it to Vicky Arnold (arnoldv@queensu.ca) by **FRIDAY, JUNE 15TH, 2018.**

We will review your submission, determine the combined level of support that will be funded by the FAS and SGS, and work with you to achieve your goals. Programs must submit a report at the end of the recruitment cycle.

Best regards,

Vicky Arnold, FAS Marketing Manager
Colette Steer, SGS Manager Recruitment & Events

Request for FAS and SGS Funds in Support of Graduate Recruitment 2018-19

Department(s)/Program(s) _____

Contact person's name _____ Extension _____ Email _____

Table 1. Request for recruitment initiatives.

Details of activity/item	Objective or goal	Timeline	Measure of success	Projected cost	Request to SGS/FAS

If you received funds in 2017-18 from SGS, briefly report on what you accomplished and whether it was successful (against the measure provided)

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