

FACULTY-GRADUATE STUDENT RESEARCH COLLABORATION GRANT PROGRAM

2023 REQUEST FOR PROPOSALS

<https://www.calstate.edu/impact-of-the-csu/research/csuperb/Pages/grants-and-awards-programs.aspx>

Key Dates & Information:

RFP Release Date: April 21, 2023
Proposal Due Date: May 22, 2023 5 pm PT
Award Notification: Within 30 days of submission
Maximum Award Amount: \$10,000. CSUPERB has budgeted \$170,000 for this program.
Project Duration: Summer 2023 – Spring 2024

Program Description:

The California State University Program for Education and Research in Biotechnology (CSUPERB) aims to support faculty-graduate student research collaborations across the California State University (CSU). The Faculty-Graduate Student Research Collaboration Grant is open to faculty who collaborate with master's and doctoral level graduate students and will provide one-time funding for Summer 2023 and/or the 2023-24 Academic Year. The faculty-graduate student team may complete the research over Summer 2023 or and/over the following fall and spring semesters of the 2023-24 Academic Year.

2023 Proposal Review Criteria:

- Faculty and graduate student researcher's ability to successfully articulate how the funding supports existing research.
 - Priority will be given to faculty-graduate student teams whose project has been delayed due to the COVID-19 pandemic.
- Priority will be given to proposals with a graduate student researcher who has advanced to candidacy. Supporting documentation verifying status must be included.
- Project plans and expenditures must be feasible within the time and budget proposed.
- If applicable, proposals should include copies of IACUC/IRB approval letters for existing research projects that will be supported by these funds.

Eligibility Criteria:

- Proposals with a graduate student who received an award from the 2021-2022 Graduate Student Research Restart Program or 2022 Faculty-Graduate Student Research Collaboration Program are ineligible for this program.
- The research projects must be biotechnology-related. CSUPERB defines biotechnology as a ***fusion of biology and technology***. BIO (<https://www.bio.org/what-biotechnology>) lists biotechnology examples, applications and sectors; CSUPERB explicitly adds to these lists health IT and medical device research and development. CSUPERB welcomes and encourages applications from CSU student-faculty teams in all disciplines related to the current practice of biotechnology, including but not limited to life sciences, physical sciences, clinical sciences, math, computer science, agricultural science, engineering,

and/or business.

- The Faculty-Graduate Student Research Collaboration Grant is open to CSU faculty who collaborate with an eligible master's or doctorate level student.
- Faculty must identify one graduate student per proposal that fits within the eligibility parameters. An eligible graduate student will:
 - Have completed at least their second semester of graduate school by the end of Spring 2023;
 - Remain at his or her CSU campus for the duration of the proposed project.
- **Please note: applying for less than the maximum award amount provides no advantage during the review process.**

Funds Administration:

CSUPERB will accept Faculty-Graduate Student Research Collaboration Grant proposals with budgets **up to \$10,000**. Duration of the award will be for Summer 2023 – Spring 2024.

Up to \$10,000 of the award can be set aside as student salary to complete the proposed project. Timing for the release of funds is determined exclusively by the campus office. Due to year-end fiscal deadlines, please allow at least a month after awards are made for the receipt of funds for proposals with a Summer 2023 start date. No other salary, including faculty, will be funded with this grant program.

Up to \$2,500 of the award can support supplies, equipment and services directly related to activities for the proposed research project.

Budget Restrictions:

- Student salaries proposed and paid should comply with amounts determined by campus human resources departments. CSUPERB will not approve any salary or rate in excess of campus limitations. Applicants must ensure funds paid to students are not in conflict with these limitations or any others set by graduate programs with which the student may be involved. CSUPERB funds cannot be used to supplement pay for effort if the student is already receiving pay or other compensation from another source for the same activity. Employment of foreign nationals is limited to individuals who meet the conditions set by applicant's campus human resources department policies regarding eligibility to receive compensation in the United States. Proposals should identify students by name, the student's status (graduate student), the hourly salary rate, the number of hours each student will dedicate to the project, and whether they will be working during the Summer 2023 and/or 2023-24 Academic Year.
- Travel is not allowed with Faculty-Graduate Student Research Collaboration Grant funds.

Exact project start dates are contingent upon award conditions, including IRB, IBC or IACUC registrations and approvals on campus. If the project involves Human Subjects or Vertebrate Animals and the campus has approved the work, a copy of the campus approval letter must be appended to the proposal. CSUPERB will not award funds to projects without IRB, IBC, or IACUC registrations or approvals by the time the faculty/student team begins to start work on the project. Projects requiring access to lab and necessary equipment must provide proof of campus approval by project start date. CSUPERB will not award funds to projects requiring lab and equipment access without campus approvals by the time the faculty/student team begins to start work on the project.

CSUPERB grants are issued as a result of an internal competition within the CSU and are not subject to Facilities and Administrative (F&A), or indirect, costs. F&A costs are not allowed as

a grant-funded expense in proposals submitted in response to RFPs from programs, like CSUPERB, that receive the majority of their support from legislatively appropriated funds, CSU lottery funds, or student fees (including State University fees). The F&A foregone at the campus/auxiliary's federally negotiated off-campus rate may be shown as a cost match on the proposal. This amount may be used by the auxiliary or enterprise fund as an offset to the university's cost allocation plan, in accordance with EO 753/1000.

Proposal Submission:

The complete proposal package, including a signed cover sheet, must be submitted electronically on the 2023 Faculty-Graduate Student Research Collaboration Grant proposal template using CSUPERB's CSYou system (use "Apply" link found at <https://www.calstate.edu/impact-of-the-csu/research/csuperb/Pages/grants-and-awards-programs.aspx>). Faculty mentors should submit the complete proposal, in either Microsoft Word or Adobe PDF format using CSUPERB's CSYou electronic submission system. Only faculty mentors can login to the CSYou system using their campus-issued ID/username and password.

Proposals must adhere to style and length guidelines stated in the proposal template. Failure to follow these guidelines may result in proposal rejection during administrative review. Both the 2023 Faculty-Graduate Student Research Collaboration Grant submission link and Proposal Template and the can be found on the CSUPERB website.

Proposals that are complete and meet eligibility requirements will be evaluated for merit by a review panel composed of CSUPERB Strategic Planning Council faculty within 30 days of receipt. Funding decisions are based on recommendations made by the review panel, available funds and CSUPERB strategic priorities. CSUPERB will not award funds to students or faculty members who have outstanding, past-due final reports for grants made under other CSUPERB grant programs.

CSUPERB Statement of Principles on Professional Behavior:

CSUPERB values diverse perspectives where all individuals can flourish. CSUPERB is dedicated to providing an environment that fosters intellectual curiosity and creativity, free and lively debate conducted with mutual respect for individuals, and freedom from intolerance. These values are applicable to any aspect of CSUPERB's work, including meetings, symposia, and funded activities.

Specifically, members of our community value:

- Critical scholarly discourse for the purpose of understanding, advancing scientific ideas, and educating the next generation of science and engineering practitioners;
- Education and research environments where all people are treated equally, regardless of race, gender, ethnicity, sexual orientation and free of bias, hostility, and harassment of any kind;
- Conversations and discussions where community members can share ideas in a collegial atmosphere that is inclusive and values everyone's input and opportunity to participate;
- Advocacy for equality and inclusivity in science;
- The use of inclusive examples, graphics, and stories in presentations and proposals;
- Access for all community members, including traditionally underrepresented groups, to fully participate in and become leaders in science;
- The support and promotion of the education and careers of all scientists, engineers, and bio-entrepreneurs;

- Leadership in our fields to strengthen scientific mentorship and create an atmosphere of collaboration;
- Commitment to our own education and participation in activities related to recognizing and eliminating implicit bias.

Policies

- 1) All participants in CSUPERB events and activities are expected to follow the requirements of Title V, Title IX, and California State University (CSU) Executive Orders and adhere to the CSUPERB Principles of Professional Behavior and values. Non-CSU participants who do not follow these expectations may be asked to leave a CSUPERB event or activity and/or prohibited from participation in future CSUPERB events or activities. Individuals can report incidents immediately to the CSUPERB designee to facilitate this process.
- 2) Individuals found in violation of Title V or [IX](#) or [CSU Executive Orders 1096 or 1097](#) are not eligible to receive CSUPERB funding or participate in CSUPERB program activities for a period of 5 years from the final substantiation of the violation or the end of any current grant award, whichever is later. Faculty who are found to be in violation before funds are transferred for an award, will be ineligible to receive funds for the award.
- 3) After a five-year ineligibility period, individuals found in violation of relevant policy for a second time lose eligibility for all future CSUPERB funding or participation in CSUPERB related activities permanently. [Relevant CSU Executive Orders include:](#)
 - a. Executive Order 1095 Revised (Systemwide Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating and Domestic Violence, and Stalking Policy);
 - b. Executive Order 1096 Revised (Systemwide Policy Prohibiting Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking against Employees and Third Parties and Systemwide Procedure for Addressing Such Complaints by Employees and Third Parties); and
 - c. Executive Order 1097 Revised (Systemwide Policy Prohibiting Discrimination, Harassment and Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking against Students and Systemwide Procedure for Addressing Such Complaints by Students) may be found at the following website address: <http://www.calstate.edu/eo/>.

Certifications

- 1) CSUPERB will include the Statement of Principles on Professional Behavior (section III above) in event registration processes. Event participants will be asked to acknowledge the principles.
- 2) Applications for CSUPERB funding, award opportunities, or event registrations will include the following certifications:
 - a. Applicants will indicate whether they have been found in violation of Title V, Title IX, or CSU Executive Orders 1096 or 1097 in the last 5 years.
 - b. Applicants will allow the campus to disclose to the CSUPERB program office any substantiated violations of Title V, IX, or CSU Executive Orders 1096 or 1097.

Reporting Procedures:

- 1) Incidents that involve CSU faculty, staff, or students only
 - a. Individuals who believe there has been a violation of Title V, IX, or Executive Orders 1096 or 1097 at a CSUPERB event or activity should report the event following CSU policy and procedures on their home campus.

- b. Prior to transfer of grant or awards to campus, CSUPERB will ask for campus confirmation that the awardee has not been found in violation of Title V, Title IX, or Executive Orders 1096 or 1097 in the prior 5 years. The campus information provided will include only the existence of a final, substantiated violation and the date of the violation. The information will be kept confidential in the CSUPERB program office.
- 2) Incidents that involve non-CSU individuals
- a. Suspected violations of Title V, Title IX, or Executive Orders 1096 or 1097 by participants not affiliated with the CSU should be reported to CSUPERB administration immediately. Participants may also e-mail CSUPERB administration to report at a later date, if so desired.

Post-Award Reporting Requirements:

Successful grantees and their PIs are required to submit a final report to CSUPERB within 90 days of the project end date. Detailed instructions and the link to the CSUPERB Reporting System are available (<https://www2.calstate.edu/impact-of-the-csu/research/csuperb/Pages/grants-administration.aspx>) in the “Final Grant Reporting” section of the CSUPERB website. Final reports document the need for and help justify continuation of the program. CSUPERB may also contact grantees and their PI for longer-term impact reporting.

Program Contacts:

Applicants are encouraged to contact CSUPERB via email instead of telephone due to the hybrid “work-from-home” office scheduling.

Submission questions:

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Program and RFP questions:

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