



## REQUEST FOR PROPOSALS (RFP)

### RAPID RESPONSE FUNDING PROGRAM 2016-17

[http://www.calstate.edu/coast/funding/faculty\\_funding.shtml#rapid](http://www.calstate.edu/coast/funding/faculty_funding.shtml#rapid)

#### KEY INFORMATION

- Applications accepted on a continual basis from July 1, 2016 - April 30, 2017, or until all funding is expended.
- Total Amount of Funding Available: \$30,000
- Award Minimum: \$2,500
- Award Maximum: \$7,500

#### PROGRAM DESCRIPTION

The CSU Council on Ocean Affairs, Science and Technology (COAST) is the umbrella organization for marine, coastal and coastal watershed related activities within the CSU. COAST promotes research and education to advance our knowledge of marine and coastal resources and the processes that affect them and disseminates scientific information to stakeholders for the development of responsible policy statewide. The scope of COAST includes

- The open and coastal ocean;
- Coastal zones (bays, estuaries, beaches);
- Coastal watersheds to the extent that the organism, material or process ultimately articulates with the coast (e.g., anadromous fish, surface and groundwater flow, water quality, land use, etc.).

Work supported by COAST is NOT limited to California. Please see <http://www.calstate.edu/coast> for additional information.

The COAST Rapid Response Funding Program provides funding for projects that require a quick response outside of the existing annual COAST funding programs. Projects can include response to unexpected or sudden events, those that have a short opportunity to access data, facilities or specialized equipment, or problems that require immediate attention. Applications may cover a wide variety of marine and/or coastal-related research topics (broadly defined) that are aligned with COAST's mission, vision and goals (<http://www.calstate.edu/coast/about/>).

A strong application will clearly indicate the significance of the specific proposed work and demonstrate the urgency of the request. Applications should have a well-developed rationale and a strong theoretical basis with clear, testable hypotheses. Research that addresses important regional issues, problems and opportunities is appropriate. Successful proposals will clearly demonstrate understanding and support of COAST's mission, goals and objectives ([www.calstate.edu/coast/about/](http://www.calstate.edu/coast/about/)). Time-critical studies that have the potential to lead to subsequent long-term funding are encouraged, but pursuit of follow-on funding is not required.

A list of projects funded to date through this program can be found at [http://www.calstate.edu/coast/funding/past\\_faculty\\_awards.shtml](http://www.calstate.edu/coast/funding/past_faculty_awards.shtml). Examples of potential future projects include (*but are not limited to*) mass stranding events, non-native species observations, harmful algal blooms, tsunamis, events potentially related to climate change, etc.

Eligible activities may include (but are not limited to):

- Data collection and/or generation (e.g., experiments, field work, surveys, sample analysis, data analysis);
- Travel to conduct work at another facility or location;
- Student support as related to the above activities.

The turnaround time between the date of the request (proposal submission) and the beginning of the project is expected to be 8-10 weeks. Projects may be up to 12 months in duration. Projects can be extended for an additional three (3) months with sufficient justification. Applicants are strongly encouraged to contact the COAST Director, Dr. Krista Kamer, prior to application submission to discuss the potential project and express their intent to submit a proposal.

Awardees are required to submit progress reports and a final product to COAST (see **Post-Award Requirements** below). While not required, awardees are urged to leverage COAST support as appropriate. Using the results of the funded project to develop and submit a full proposal for extramural funding or to submit a manuscript for publication in a peer-reviewed scientific journal is strongly encouraged.

## **ELIGIBILITY**

All CSU tenured/tenure-track faculty and research associates (broadly defined) are eligible to apply individually or as collaborators. Non-CSU personnel may be included as unfunded collaborators. If an applicant is not tenured/tenure-track, a tenured/tenure-track faculty member must be listed as a sponsor. Students are not eligible to apply.

All applicants must be members of COAST in good standing as evidenced by:

1. **Membership in the COAST listserv** (sign up at [calstate.edu/coast/about/email.shtml](http://calstate.edu/coast/about/email.shtml));
2. **Current profile on Fresca** (<https://fresca.calstate.edu/>) with, at a minimum:
  - a. Contact information
  - b. Biographical sketch (“About Me”)
  - c. Areas of interest (keywords)
  - d. Relevant publications
  - e. Affiliation with COAST (when logged in, go to <https://fresca.calstate.edu/groups/11> and click “Join this group” in the upper right hand corner of the page)
3. **No outstanding obligations to COAST from awards issued within 36 months of responding to this announcement.**

## **AWARD CONDITIONS AND LIMITATIONS**

Justified and normally allowable expenses such as supplies and services, travel, and support for student assistants will be considered. No cost-share is required. Support for assigned time funding is not anticipated because the turn-around time from proposal submission to project start will be 8-10 weeks. All funds awarded must be used for the specific purposes requested and approved and may not be converted to other uses without prior authorization.

Projects may be up to 12 months in duration. Projects can be extended for an additional three (3) months with sufficient justification. A three-month extension must be requested no less than 30 days before the scheduled project end date.

Recipients may not receive more than one award per academic year.

Funding provided originates from the State General Fund (CSU Fund 485). Awards will be transferred to the award recipient's College by Cash Posting Order (CPO) and managed by the respective Dean's Office. Awards cannot be transferred to campus research foundations, auxiliaries, corporations, etc. Awards are not subject to campus indirect costs (facilities and administrative fees)<sup>1</sup> or any other type of fee from any source.

All funding described in this announcement is contingent upon COAST's receipt of State General Fund monies from the California State University.

## **PROPOSAL PREPARATION AND SUBMISSION PROCEDURES**

Proposals must be routed through and reviewed by campus pre-award offices in accordance with standard campus procedures and policies. Preparation of this proposal should follow the same channels as all other proposals for extramural funding. Proposals must be submitted through the campus' pre-award office as a single pdf file to [csucoast@csumb.edu](mailto:csucoast@csumb.edu) using the cover page provided at [http://www.calstate.edu/coast/funding/faculty\\_funding.shtml#rapid](http://www.calstate.edu/coast/funding/faculty_funding.shtml#rapid). Proposals submitted directly by applicants will be returned without consideration.

Proposals must be submitted using a standard 12-point font (Times New Roman, Arial, etc.), single spaced, and have margins of one inch on all sides. The following elements must be included:

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<sup>1</sup> Provisional Guidance on Allowability of Indirect (F&A) Costs on CSU Internal Grant Proposals: Grants issued from CSU lottery funds, student fees (including State University fees) or other legislatively appropriated funds, as a result of a competition within the CSU, shall not be subject to indirect/F&A costs. Indirect cost will not be allowed as a grant-funded expense in proposals submitted in response to RFPs from programs that receive the majority of their support from student/university fee revenue or lottery funds. However, the F&A foregone at the campus/auxiliary's federally negotiated off-campus rate may be shown as cost match on the proposal. This amount may also be used by the auxiliary or enterprise fund as an offset to the university's cost allocation plan, in accordance with EO 753/1000.

**1) Cover Page** (provided at [http://www.calstate.edu/coast/funding/faculty\\_funding.shtml#rapid](http://www.calstate.edu/coast/funding/faculty_funding.shtml#rapid))

One Cover Page per proposal must be provided.

1. Proposal title
2. Amount of funding requested
3. Proposed project start and end dates
4. PI(s) name and contact information
5. Names and contact information for three suggested reviewers
  - a. The suggested reviewers must be CSU faculty members or research associates and may not be 1) from your home campus or 2) anyone with whom there may be a potential conflict of interest. You may consider using <https://fresca.calstate.edu> to help identify potential reviewers.
6. Name and contact information for pre-award personnel submitting proposal (note: this is not the PI).

**2) Signature Pages**

One set of Signature Pages must be provided for each PI on the proposal. These pages are **not** required for unfunded PIs.

1. Proposal title
2. PI name and contact information
3. Amount of funding requested
4. Contact information and authorized signature of PI's Chair, Dean, Dean's Resource Manager/Budget Analyst, and campus pre-award officer

**3) Project Summary**

Provide a summary of the proposed activity not more than 300 words in length. The Project Summary should consist of an overview and a statement on the intellectual merit of the proposed activity. The overview should include a brief summary of the proposed objectives, activities for which funding is requested and methods to be employed. The statement on intellectual merit should describe the potential of the proposed activity to advance knowledge. If the proposal is funded, the Project Summary will be posted on the COAST website:

[http://calstate.edu/coast/funding/past\\_faculty\\_awards.shtml](http://calstate.edu/coast/funding/past_faculty_awards.shtml).

**4) Narrative**

The narrative of the proposal must not exceed four (4) pages in length. The page limit includes tables and figures but not the Cover Page or references. Do not begin text of the application on the Cover Page.

Describe in detail the proposed activity for which funding is requested. A strong proposal will clearly describe 1) the significance of the project including an explanation of the urgency of the request and 2) how the proposed activity is relevant to COAST. The proposal should be written for reviewers who are not experts in the applicant's specific field.

Please use the headings below to organize your narrative. Note that these elements comprise the evaluation criteria (point value of each individual element provided in parentheses).

1. **Intellectual Merit and Need (40 points):** Describe the proposed activity for which funding is requested. Describe the purpose of, need for, and originality of the proposed activity. There should be a well-developed rationale for the proposed activity and a strong theoretical basis with clear, testable hypotheses. Indicate whether this project breaks new ground or is part of continuing activity. Clarify the nature of each participant's contribution to the project making clear how the collaboration, if applicable, will increase the scope or significance of the proposed project and its contribution to the discipline.
2. **Urgency of the Request (20 points):** Explain the need for short-term funding within the next 12 months. Explain why the proposed work must be initiated in the near future.
3. **Expected Benefits Related to COAST (10 points):** State how the proposed activity is relevant to COAST's mission, goals and objectives (<http://www.calstate.edu/coast/about>). Explain how the proposed work will strengthen COAST, and collaboration among CSU campuses if applicable.
4. **Potential for Student Involvement (7.5 points):** Describe the nature and extent of involvement of undergraduate and graduate students in the project.
5. **Implementation Plan (7.5 points):** Include a work plan with a timeline describing the specific activities in which the PI or PIs will engage.

#### 5) Budget and Justification (15 points)

Provide a line item budget and detailed justification. Two-page maximum.

#### 6) Additional Materials

1. A two-page curriculum vitae (CV) must be included for each PI. CVs should include a complete education history and appropriate research (including publications) and professional activities covering at least the last three years. NIH and NSF biographical sketches are good examples of what might be included.
2. A list of all current and pending internal and external support for research/scholarship must be submitted for each PI.
3. Faculty members who have received prior funding through COAST within the last three years must include a report on the outcome of that funding using the **Prior Funding Report Form** available at [http://www.calstate.edu/coast/funding/faculty\\_funding.shtml#rapid](http://www.calstate.edu/coast/funding/faculty_funding.shtml#rapid).

### POST-AWARD REQUIREMENTS

#### Reporting

1. Within 30 days of the project end date, a final report must be submitted. COAST will provide a report template with space to report activities, success in meeting milestones identified in the original timeline, any problems encountered, and a list of participating students. Any extramural funding obtained or publications resulting in whole or in part from this award should be included.
2. Within 60 days of the project end date, a 600-800 word summary of the project with preliminary findings and images for inclusion on the COAST website must be submitted as a final product. See [http://www.calstate.edu/coast/funding/faculty\\_funding.shtml#rapid](http://www.calstate.edu/coast/funding/faculty_funding.shtml#rapid) for examples of

postings from prior awards. COAST staff with work with awardees on the appropriate level of scientific and technical detail.

**Acknowledgement of Support**

The awardee is responsible for assuring that acknowledgment of COAST support is made in any publication (including Web pages) or presentation of any material based on or developed under this project, in the following terms:

"This material is based upon work supported by the California State University Council on Ocean Affairs, Science & Technology (COAST) under Award No. (COAST grant number)."

**Additional funding for this project**

Awardees are required to inform COAST of any other CSU support (e.g., WRPI, CSUPERB, any CSU system-wide or campus-based support) secured before or during the award period that also supports these efforts.

**For further information contact:**

Dr. Krista Kamer

COAST Director

Office: (323) 343-2546

Cell: (415) 518-2161

[kkamer@csumb.edu](mailto:kkamer@csumb.edu)