COAST Graduate Student Research Awards
AY 2020-2021
Application Deadline: Monday, February 1, 2021, 5:00 p.m. PST

PLEASE NOTE: Several sections of this Announcement are new or have been revised from last year. Please ensure you read it in its entirety before applying!

1) Key Dates & Information

Application Deadline: Monday, February 1, 2021, 5:00 p.m. PST—ALL materials MUST be submitted by deadline as attachments in ONE email to **csucoast@csumb.edu**.

    Informational Webinar: November 5, 2020, 1:00 - 2:00 p.m.

    To register, please see: **http://bit.ly/COAST-Grad-Webinar**

Anticipated Award Notification: Late April 2021

Award Amount: $3,000

Project Start Date: May 15, 2021

Project End Date: None specified; award funds do not expire

Questions or additional information: Contact Kimberly Jassowski (kjassowski@csumb.edu), COAST Support Coordinator

COVID-19 Related Workplan: Awardees may be required to submit a workplan prior to beginning work that describes how the work will be conducted under any federal, state or local public health orders that may be in place or are anticipated to be in place that restrict access to research facilities.

2) Program Description

The CSU Council on Ocean Affairs, Science & 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: there must be clear and direct linkages between the organism, material or process in the watershed and the coast or ocean (e.g., anadromous fish, surface and groundwater flow, water quality).

Work supported by COAST is NOT limited to California. Please see
https://www2.calstate.edu/impact-of-the-csu/research/coast/about/Pages/about.aspx for
additional information.

COAST's goals are to
- Advance our knowledge of coastal and marine resources and the processes that affect them.
- Develop innovative solutions to the economic, sociological, ecological and technological challenges that our coastal zone faces.
- Promote environmental literacy to foster stewardship and sustainable use of our coast.

The COAST Graduate Student Research Awards are $3,000 scholarships intended to support CSU graduate students working on marine, coastal and coastal watershed related research projects. These awards provide students with valuable resources to procure critical research materials and supplies or to help defray living expenses while engaged in research. This allows students to obtain the skills necessary to join a highly skilled, technologically advanced workforce while promoting and supporting CSU research.

3) Applicant Requirements and Guidance
Applicants are required to
- Conduct their thesis or Professional Science Master's work under the direction of a CSU faculty member ("Advisor").
- Define a project that supports one or more of COAST's goals.
  - COAST encourages all types of research. Clear connections to COAST goals must be identified.
  - Work supported by COAST is NOT limited to California, but priority will be given to projects that are applicable to the needs of California.

The application must be a product of your own work. You are strongly encouraged to have your Advisor review your application prior to submission to provide guidance and input.

Applicants may be part-time students but must be enrolled in a graduate degree program. Post-baccalaureate students not enrolled in a graduate degree program are not eligible to apply. Advisors must verify these conditions in the letter of recommendation.

Prior Graduate Student Research Award recipients are eligible to apply provided they have met the obligations of their previous award; however, preference will be given to new applicants who have not previously received a COAST Graduate Student Research Award. Preference will

not be influenced by prior receipt of other COAST funding (e.g., Undergraduate Student Research Support, Student Travel Award).

Individual students may submit only one application in response to this announcement. Advisors may recommend more than one student.

Previous awards are listed at https://www2.calstate.edu/impact-of-the-csu/research/coast/funding/Pages/past-student-awards.aspx (select "Graduate Student Research Program" in the "COAST Award Program" drop down menu at the top of the page). Examples of highly ranked applications from previous competitions are available at https://www2.calstate.edu/impact-of-the-csu/research/coast/funding/Pages/student-research-award-applications.aspx.

4) Application Materials and Instructions

All materials must be submitted by Monday, February 1, 2021, 5:00 p.m. PST. Incomplete applications and applications submitted after the deadline will not be considered.

The required forms are available at https://www2.calstate.edu/impact-of-the-csu/research/coast/funding/Pages/student-funding.aspx.

- Complete the **Application Form**, and save as both a Word document and a PDF file named as follows: *LastName_FirstName_App.docx* and *LastName_FirstName_App.pdf*. Do not attempt to reformat the form or submit it as a different file type. **Submit both the .docx and .pdf application files**.
    - Degree Program: Enter the official name of the degree program in which you are enrolled.
    - Degree Sought: Enter either Master's or PhD.
    - Matriculation Date: Provide the date (mm/yy) on which you began your degree program.
    - Anticipated Graduation Date: Provide the date (mm/yy) on which you anticipate graduating from your degree program.
    - Grade Point Average (GPA): Enter your GPA in major courses of your graduate degree program. If you are currently enrolled in first semester of graduate school, please use, "N/A, first semester".
    - Budget Summary: Enter how much money you want to go to your Department and directly to you (through Financial Aid). This **must** add up to a total of **$3,000.**
    - Committee Members: List all of the Committee Members associated with your project.

- o Suggested Reviewers: Provide the names and contact information for two possible reviewers. These reviewers must be CSU faculty members or research associates and **may not be** 1) from your home campus, 2) members of your committee or 3) anyone with whom there may be a potential conflict of interest. You are encouraged to consult with your advisor and to use the [COAST member database](#) to identify potential reviewers. COAST will use the suggested names to assist with assigning reviewers. Your suggestions will not be shared with potential reviewers.
- IF you are requesting that all or a portion of your award will be paid to your Department for you to use for services and supplies (see Budget instructions below), you must complete the **Departmental Commitment Form** and obtain all necessary signatures. Scan the signed form and save it as *LastName_FirstName_DCF.pdf*. If you are requesting that the entire award be paid directly to you to help defray personal living expenses or tuition, you do NOT need to submit this form.
- When completed, email your Application Form (both .docx and .pdf) and Departmental Commitment Form (if needed) as separate attachments in **ONE email** to **csucoast@csumb.edu**. Within 24 hours of application submission, you will receive a confirmation email from COAST. Please save this confirmation email for future reference. If you do not receive a confirmation email, please contact Kimberly Jassowski (**kjassowski@csumb.edu**) to ensure your application was received. **This is your responsibility**. COAST is not responsible for applications that were not successfully submitted if applicants cannot provide a copy of the email confirming successful submission.
- Your email cannot exceed a total file size limit, including all attachments, of 10 MB.

Submissions will be evaluated based on the quality of the research described, how the proposed research meets one or more of the goals of COAST, and the need for support. The headings below with specific point values included in parentheses are included in the application form and add up to 100 possible points.

Project Description (REVISED, 65 points total)
The project description must clearly describe the research project to be conducted, including its significance, novelty and application. Primary literature must be referenced. The project description must include experimental design, including a clear statement of hypotheses and/or objectives, methodology and planned data analysis. The project description should be easily understood by someone outside the immediate field. E.g., a geologist should be able to understand a proposal on fish ecology, and vice versa. Avoid the use of jargon and highly technical terms without explanation.

- Clear description of the project, its goals and significance (30 points)
- Statements sufficiently referenced (5 points)
- Use of original, peer-reviewed literature, both foundational and current (5 points)
- Clearly stated hypotheses or objectives (5 points)
- Experimental design and methodology (15 points)
- Data analysis plan (5 points)

The project description must also make clear how your proposed activities relate to marine, estuarine, coastal, or coastal watershed environments, organisms or issues. There must be clear and direct linkages between any organism, material or process in a coastal watershed and the coast or ocean.

The project description is limited to 1,500 words; any text over this limit will be redacted. References are submitted in a separate section and are not subjected to a word count. Figures and tables can be included in the project description; any text in tables or figures will be included in the word count.

References (0 points)
Provide full bibliographic information for each citation. Reviewers should be able to easily locate any references you include. For examples of widely accepted citation formats, see http://www.chicagomanualofstyle.org/tools_citationguide.html or http://www.sciencemag.org/site/feature/contribinfo/prep/res/refs.xhtml#examples.

Timeline (10 points total)
Include a timeline for use of your award **beginning May 15, 2021.** Include projected dates/timeframes for specific activities including your anticipated graduation date. If you reference activities occurring prior to May 15, 2021, for context, be sure to clearly identify the activities an award would fund. As noted below in the Budget and Justification section, awards cannot be used to fund any activities that occur prior to May 15, 2021. 250-word maximum.

Need for Research (NEW, 7 points total)
This section must clearly articulate the scientific need for your research. How will your work contribute to the advancement of your field? What intellectual contribution will your expected results make? 250-word maximum.

<u>Relevance to state of California</u> (NEW, 3 points total)
Work supported by COAST is NOT limited to California, but priority will be given to projects that are applicable to the needs of California. Please describe how your research is relevant to California. 100-word maximum.

<u>Budget and Justification</u> (15 points total)
Construct a line-item budget totaling $3,000 that shows how you will use the award. Awards can be used for living expenses, research-related expenses or both. You can request that the entire award be paid 1) directly to you to help defray personal living expenses or tuition, 2) to your Department for you to use for supplies and services, or 3) any combination of the two. Any portion of the award paid directly to you will be processed as a scholarship through your campus financial aid office (see Section 7 below). Portions of awards paid through your Department for supplies and services will be managed by the Department. In some cases, materials or supplies purchased for your use by the Department are property of the Department and therefore are not considered personal property. Please consult with your Department for policies regarding purchase of materials and supplies.

Funds can only be requested for costs incurred ON or AFTER the project start date (May 15, 2021). **Award funds may not be used for activities that occur prior to this date.** Requests for funds for expenses or work done prior to start date will result in your application being returned without review.

An example budget is provided in the Application Form. You may use this template or create your own as long as a similar or greater level of detail is provided.

Provide a budget justification that clearly explains your need for the requested support and details how this award will help further and support your research activities. If you request funds to help pay tuition or defray personal living expenses, please be very specific about HOW the funds will be beneficial (i.e., what would an award allow you to do that would not be possible otherwise?). 250-word maximum.
  ● Line item budget (7.5 points)
  ● Justification (7.5 points)

5) Letter of Recommendation
Your CSU Advisor must provide a letter of recommendation (two-page maximum). The letter must be on CSU letterhead and submitted electronically as either a scanned version of an original containing a signature or must contain an electronic signature. Letters must discuss the value of the student's proposed research and must comment on the student's ability to

successfully conduct and complete the proposed project. Letters must verify that the student is enrolled in a graduate degree program at a CSU campus. Advisors may recommend more than one student. Advisors should name the file *ApplicantLastName_LOR.pdf* and submit it directly to COAST at **csucoast@csumb.edu**. Letters will remain confidential.

6) Award Conditions and Details

Awardees are required to

1. Make an oral or poster presentation at an external meeting or conference within one year of receiving the Award, and acknowledge COAST in the presentation. Presenting at a virtual meeting or conference is allowed due to COVID-19 restrictions.
2. Acknowledge COAST in any publications or presentations resulting in whole or in part from the Award.
   a. COAST should be referenced as "California State University Council on Ocean Affairs, Science & Technology (COAST)".
   b. The logo is available in multiple file formats at https://www2.calstate.edu/impact-of-the-csu/research/coast/about/Pages/coast-documents.aspx.
3. Provide COAST with an abstract of their research and a one-page summary of the impact of this award on their research progress by December 1, 2021.

7) Important Financial Aid and Tax Liability Information

Applicants are *strongly encouraged* to consult with their campus financial aid office *prior to applying* to COAST to determine the potential impact of this award to other forms of compensation provided through their university, including financial aid. Portions of awards paid directly to students will be processed through campus financial aid offices. Please be advised that receiving and accepting a COAST award could lead to a decrease in other forms of financial assistance. Ordinarily, adjustments (if any) are made to loans first before other grants or scholarships. Award recipients should contact their campus financial aid office to determine how the award may affect their total financial aid package.

Because of Internal Revenue Service and other requirements, campuses may also consult with accounting, human resources and international programs staff to determine appropriate method of payment and any tax withholding requirements. Award recipients should consult with a tax professional regarding tax liability resulting from any award.