



**Undergraduate Student Research Award Program
Spring 2016**

Announcement

What: Funds are now available from the Humboldt Marine and Coastal Science Institute to support undergraduate research projects.

Who: The program is available to undergraduate students enrolled at Humboldt State University and propose an activity on a marine- or coastal-related subject. The student must be in good academic standing (GPA > 2.0) and work with an HSU COAST faculty advisor. Students are encouraged to submit joint applications when appropriate. A letter of recommendation from the faculty advisor is not required.

When Can I Apply: Proposals can be submitted anytime between Jan. 29-Apr. 15, 2016. Upon submission we will review your proposal and make a decision within 10 working days. If you are denied funds you may resubmit a revised proposal during the following semester (Fall 2016).

How Much: up to \$500 may be requested for supplies, software, fees (including joint applications).

How to Apply: Read the FAQs below, fill out the application form, and follow the instructions for submission. Incomplete applications will not be evaluated.

Direct questions to Dr. Brian Tissot: Tissot@humboldt.edu

Humboldt Marine and Coastal Science Institute Undergraduate Student Research Award Program

Frequently Asked Questions

1. What is the Humboldt Marine & Coastal Science Institute?

The institute is a community of HSU students and faculty actively engaged in interdisciplinary research on marine and coastal systems in the northern California region. This research occurs at the interface of the sciences, policy, and economics, and supports partnerships with local, national, and international organizations. We hope to serve as a forum for coordinated development, funding, and execution of marine and coastal science research, education, and outreach efforts on campus as well as a contact point for community members, such as individuals, non-profits, schools, and tribes, and for state and national agencies involved in marine science and policy work.

2. What is the goal of this funding opportunity?

To support undergraduate students interested in marine-related careers and provide them with the opportunity to obtain the skills necessary to join a highly skilled, technologically advanced workforce in the marine sciences.

3. What are the eligibility requirements to apply for a grant?

Students must be enrolled at Humboldt State University and propose an activity on a marine-related subject. The students must be in good academic standing (GPA > 2.0) and work with an HSU COAST faculty advisor. A letter of recommendation from the faculty advisor is not required.

4. What does it take to be a HSU COAST faculty?

Faculty can be instructors, research associates, post-docs or on tenure-track at HSU. To join COAST they must join the COAST list-serve and create a Fresca profile (fresca.calstate.edu). COAST is open to anyone in the CSU with an interest in marine and coastal affairs. Contact [COAST Staff](#) for more information and to [sign up for the COAST email list](#), which provides information on COAST activities and other marine and coastal related groups, meetings, and funding opportunities.

5. When can I submit a proposal?

There will be two funding opportunities in 2015-16: Fall 2015 and Spring 2016. Proposals can be submitted at any time between Oct. 1-Nov. 20 (for Fall 2015) and between Jan. 14-Apr. 29, 2016 (for Spring 2016). Upon submission we will review your proposal and make a decision within 10 working days. If you are denied funds you may resubmit a revised proposal during the following semester.

6. What types of projects are supported by this opportunity?

The scope of topics that can be supported include:

- *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 and water quality, land use, etc.).*

7. What budget items are supported by this opportunity?

Undergraduate students may request up to \$500. Examples of research-related expenses include, but are not limited to:

- *Research supplies or materials;*
- *Travel to field site to collect samples or gather interviews or to an off campus facility to analyze samples;*
- *Rentals fees for boats, SCUBA or other specialized equipment;*
- *Sample analysis costs;*
- *Purchase of specialized software or equipment to analyze samples or data, including socioeconomic data.*

NOTE: Funds requested for travel are a low priority for this opportunity and must be well justified to be considered. We do not support travel to meetings or workshops. Request for wages or tuition are also not supported.

8. When do funds have to be used?

Funds can be used to support activities occurring between Jan. 29, 2016 and Aug. 31, 2016. The funds must be spent or encumbered by Aug. 31, 2016.

9. What should I write for the project description?

The project description should describe the research or activity you propose to conduct in a clear and concise statement and address how the project will help you achieve your career goals. The description should describe the context for the activity, the hypotheses to be tested (if any), and the methodology to be used in the study. Projects can involve more than one student. Faculty input is strongly encouraged but the description should be written by the student.

10. How will projects be evaluated?

Proposal will be ranked on the importance of the research, the likelihood of project completion, the impact on student success, and the need for support. Those who have not received prior funding, or funding from other sources, are given priority. Joint proposals are encouraged but funding is still limited to \$500 per proposal.



**Undergraduate Student Research Award
AY 2015-2016 Application Form**

Application Deadline: Anytime between Jan. 29, 2016 and Apr. 15, 2016

Instructions: read the student research award FAQ before completing

- Complete this form and save this file as *LastName_FirstName.doc*;
- Include a copy of your CV/Resume;
- Email both as an attachment to Dr. Brian Tissot: Tissot@humboldt.edu

Student Applicant Information

First Name:	<input type="text"/>	Department or Degree Program:	<input type="text"/>
Last Name:	<input type="text"/>	GPA in Major Courses:	<input type="text"/>
Student ID#:	<input type="text"/>	Anticipated graduation date (mm/yy):	<input type="text"/>
Area of interest:	<input type="text"/>	Degree Sought (BA, BS, MS):	<input type="text"/>
Email:	<input type="text"/>	Phone:	<input type="text"/>

Have you previously received an MCSI Research Award? (Y/N)

If yes, please provide year of award and amount:

<input type="text"/>
<input type="text"/>

Faculty Advisor Information

First Name:	<input type="text"/>	Email:	<input type="text"/>
Last Name:	<input type="text"/>	Phone:	<input type="text"/>
Department:	<input type="text"/>		
Position/Title:	<input type="text"/>		

Research

Project Title:

<input type="text"/>

Is this project part of a specific course? If so, which course:

<input type="text"/>

Project Description: Please describe the research or activity you propose to conduct in a clear and concise statement *in the space provided* and address how the project will help you achieve your career goals (do not change the typeface or size of the font in this form). Faculty input is encouraged but the description should be written by the student. Proposals are ranked based on the importance of the research, likelihood of project completion, and impact on student success.

*** Do not exceed this space ***

Brief summary of budget request (\$500 maximum; including joint proposals)

List and justify all budget requests.

Describe other sources of support you have for this project (if any):

Council on Ocean Affairs, Science & Technology (COAST) Undergraduate Research – Cal State LA Application

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**Council on Ocean Affairs, Science & Technology (COAST)
Undergraduate Student Research Support Program**

The California State University (CSU) Council on Ocean Affairs, Science & Technology (COAST) is the umbrella organization for marine and coastal related activities within the CSU. COAST promotes research and education to advance our knowledge of California's natural marine and coastal resources and the process that affect them. COAST encourages all types of research and other activities that relate to the open and coastal ocean, coastal zones (bays, estuaries, beaches), and coastal watersheds to the extent that the organisms, material or process ultimately articulates with the coast.

COAST goals are to:

- Support research related to marine, estuarine, coastal and coastal watershed regions.
- Advance knowledge of natural 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.

Funding

COAST has provided Cal State LA \$2,500 to support undergraduate research that fall under the scope of the COAST mission. Cal State LA will administer undergraduate research grants through the Dean's office in the College of Natural and Social Science to support Cal State LA students engaged in marine and coastal research. Individual requests for more than \$500 will be considered if funds are available and the project needs are appropriately justified. Requested funds may support travel (for field work), supplies and equipment, software, time worked on the project, and/or other documented expenses related to the student's proposed research project. Funding will be disbursed in November 2015. Selected participants must complete all work by August 2016 and submit a final report in September 2016.

Requirements

- Be a Cal State LA undergraduate student in good academic standing.
- Work under the supervision of a CSU COAST faculty advisor. The faculty advisor must currently be signed up, or must sign up before the application due date, for the COAST listserv AND have a current profile on Fresca (<https://fresca.calstate.edu>). At minimum, the Fresca profile will include contact information, biographical sketch, areas of interest, relevant publications, and affiliation with COAST.
- Conduct research within California's marine, coastal, or watershed regions.
- Participate in a clearly defined project that is aligned with one or more of COAST's goals.

Council on Ocean Affairs, Science & Technology (COAST) Undergraduate Research – Cal State LA Application
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Submission Instructions

Application: These items should be sent as a PDF by email to research@calstatela.edu.

- Student information, as noted in the application
- Project title and 200-word abstract
- A two page (maximum) project description, including articulation of the context or justification for the project, goals, methods to be employed, significance of the research for meeting COAST's goals, and potential impact of the research.
- A one page itemized budget and budget justification for the funding requested.
- Please use 12-point Times New Roman font and 1-inch margins. Noncompliant proposals may be returned without review.

Letter of Consent and Support: This item should be sent separate from the application to research@calstatela.edu

- COAST faculty mentor letter of consent and support, within any department on campus, who will agree to oversee your project and funds, as indicated by the faculty member's signature. Letters should be sent separately to research@calstatela.edu by your advisor. The letter should include the applicant's last name in the subject and body of the email message.

Selected applicants will be required to submit a final report to Cal State LA and COAST in September 2016. Details and/or a template will be provided.

COAST support must be acknowledged by the student or faculty member in any publications or presentations resulting in whole or in part from funding provided. COAST should be referenced as "California State University Council on Ocean Affairs, Science and Technology (COAST)".

The logo is available in multiple file formats

at <http://www.calstate.edu/coast/about/COASTdocuments.shtml>.

Important Tax Liability Information

Applicants should be aware that you may be liable for State and Federal income tax on any funding provided directly to you as a stipend. You should consult with a tax professional regarding potential tax liability resulting from any support provided through this program.

Review

Review of completed applications will commence **on Monday, November 2, 2015**. Electronic submissions (PDF) of application and letter of consent and support should be submitted to research@calstatela.edu.

Council on Ocean Affairs, Science & Technology (COAST) Undergraduate Research – Cal State LA Application
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Student name (last, first, middle initial):	
Student CIN#:	Amount of Funds Requested:
Major:	Overall GPA:
Department:	
Number of units completed:	Anticipated graduation date:
Student's address:	
Student's phone number:	
Cal State LA email address:	
Project title:	
Student signature:	
Research advisor (name, email address, department, office location, phone number):	
Research advisor signature (by signing this, you hereby agree to oversee the applicant's research project and funds associated with the award):	

1. Abstract (200 word max.)
2. Project Description (2 page max.)
3. Itemized Budget and Justification (1 page max.)

**COAST Undergraduate Student Research Support Program
San Diego State University**

Application Deadline: Monday, October 13, 2014, 5:00 p.m. PDT
Save the application file as Student *LastName_FirstName.docx* and email it as an attachment to: tanderson@mail.sdsu.edu

From the COAST Program Description, Guidance and Requirements for the Undergraduate Student Research Support Program:

“COAST aims to increase CSU undergraduate student participation in faculty-mentored marine and coastal research and related activities throughout the CSU. In response to a realization that a greater investment in undergraduate research was needed, one that is consistent with the overall size of the CSU and its makeup of predominantly undergraduate institutions, COAST is launching a new initiative to provide funds to EVERY CAMPUS to support marine and coastal research and related activities by undergraduate students. The goal of this initiative is to support students interested in pursuing marine-related careers and provide them with the opportunity to obtain the skills necessary to join a highly skilled, technologically advanced workforce while promoting and supporting CSU faculty research.

In AY 2014-2015, COAST will provide \$2,500 to each campus to support undergraduate students involved in marine and coastal research as defined above. This is in lieu of the former Undergraduate Student Research Awards program. Campus Representatives are responsible for implementing this new program and awarding the funds.

Requirements and Guidance

Recipients of funding through the COAST Undergraduate Research Support must

- Be a CSU undergraduate student in good academic standing;
- Work with a CSU COAST faculty advisor¹ and participate in a clearly defined project that is aligned with one or more of COAST’s goals. COAST requires students receiving funding through this program work on or contribute to clearly defined research projects. Ideally, a student should be able to articulate the details of the project (context, hypothesis, methods to be employed, etc.) and describe how the support will facilitate participation.

¹The faculty advisor must 1) be subscribed to the COAST listserv and 2) have a current profile on Fresca (<https://fresca.calstate.edu/>) with, at a minimum, Contact Information, Biographical Sketch (“About Me”), Areas of Interest (keywords), Relevant Publications, 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).”

See the following link which describes the program more fully, including reporting requirements and timelines:

http://www.calstate.edu/coast/funding/funding_docs/Undergraduate_Student_Support_Guidance.pdf

We anticipate giving 5-6 awards of \$400-\$500 each, depending on the number of applicants and ranking of applications.

Priorities for funding (highest to lowest):

- (1) With guidance from a COAST faculty advisor, an undergraduate student-led project is developed to address a scientific question.
- (2) Participation by a student in a more general project led by a COAST faculty member or graduate student
- (3) Attendance at a conference to present a talk or poster on research that was supported by this award
- (4) Attendance at workshops to learn computer software or particular skills directly relevant to the project

In making awards, consideration may be given to making awards across departments and colleges.

Application procedure (deadline – Monday, Oct 13, 2014 at 5 p.m. PDT; send application by e-mail to Dr. Todd Anderson (tanderson@mail.sdsu.edu):

Student Applicant Information:

Name	Red ID#
E-mail address	Phone no.
Department	GPA
Status (Freshman, Sophomore, Junior, Senior)	

Faculty Advisor Information:

Name	Department
Position/Title:	
E-mail address	Phone no.

Important: The faculty advisor must state that he/she approves of the undergraduate student project and must sign the application (or provide a scanned signature).

Project Description (up to 1750-word maximum; 60 points):

Provide an introduction as to the questions or hypotheses to be addressed, state the approach to the questions and the methods to be used, cite literature to support the need and relevance for the project, and how the data collected will be analyzed. Also describe how the support will facilitate participation by the student.

References (10 points):

Provide a formatted list of references cited in the project description.

Relation to COAST goals (250-word maximum; 15 points):

Provide the relevance in how this project is related to COAST goals (see above link to COAST description of the program).

Budget and Budget Justification (250-word maximum; 15 points):

Use the table below to enter budget items or create your own, and also include a Budget Justification below the budget. Because we anticipate that a small amount of funding will be available for each project, wages or a stipend for the student will not be provided. Appropriate types of budget items are research supplies or materials, sample analysis costs, specialized software, travel to a field site to collect samples, travel to a workshop to learn skills directly related to the research, or travel to a conference to present the results of the research.

Budget (add lines as necessary)

Expense			Amount
Item Description	Item Cost	Quantity	
Total			

Budget Justification (250-word maximum; 15 points):

Application Deadline: Monday, October 13, 2014, 5:00 p.m. PDT

COAST Undergraduate Awards for Marine, Coastal and Estuarine Research

Program Description

The CSU Council on Ocean Affairs, Science and Technology (COAST) is the umbrella organization for marine and coastal related activities within the CSU. SF State representatives to the COAST program are soliciting nominations from faculty of undergraduates students who are engaged in research related to the goals of the COAST program (see below for details). We especially encourage nominations of promising students who might not otherwise consider a career in marine science.

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 and water quality, land use, etc.).

COAST's goals are to:

- Support research related to marine, estuarine, coastal and coastal watershed regions.
- Advance our knowledge of natural 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. COAST aims to increase CSU undergraduate student participation in faculty-mentored marine and coastal research and related activities throughout the CSU.

Each award will be between \$500 and \$750.

Key Dates:

- Application period: Review of applications will begin 11/20/14 and continue until all funds are expended.
- Project Period Start Date: 12/1/14
- Funds must be spent or encumbered by: 4/30/15
- Final report due to COAST: 6/1/15
- Project period end date (unused funds returned to COAST) 6/30/15

Student requirements:

- Recipients of funding must be a CSU undergraduate student at sophomore or above standing.
- Minimum 3.0 GPA
- Be nominated by and work directly with a CSU COAST faculty advisor (please see this link for COAST faculty requirements): http://www.calstate.edu/coast/funding/funding_docs/Undergraduate_Student_Support_Guidance.pdf
- Funds should be managed by faculty members on behalf of the students. Faculty members pay the students directly.
- COAST will also request a report directly from each student(s) summarizing the impact of the support on his or her research project and overall undergraduate education. A report template will be provided.

- *Students should be strongly encouraged to consult with their campus financial aid office prior to accepting any support offered through this program to determine the potential impact of support on other forms of compensation provided through their university, including financial aid.*

Fundable activities include:

- Research supplies or materials
- Travel to field site to collect samples or to off campus facility to analyze samples
- Sample analysis costs
- Travel to workshop or short course to learn skills directly related to research
- Travel to conference or meeting to present the results of research

Application process:

We request that faculty mentors submit a letter of recommendation for those they nominate by Dec 1. The letter of recommendation should include statements about:

- the quality of this student's work and their potential as a marine scientist
- the value of the research,
- how these funds will contribute to the project and the student's career, and
- the student's ability to complete the project.

Nominated students are then requested to submit the following information to Professor Ellen Hines (COAST campus rep) at ehines@sfsu.edu by 12/01/14.

- First and last name, campus ID number, email, phone
- Major
- Year (first year, second year, etc.)
- Anticipated graduation date
- Faculty advisor
- Budget that shows how funds will be used.
- Project title and 300-word abstract describing the research project or travel.
- A short statement of how this funding will contribute to your growth as a scientist (300 words)
- A short statement describing how the funds will support the project objectives.

Proposals will be evaluated based on the following criteria:

- Clarity of project/travel description and statements
- As applicable, experimental design and methodology
- Data analysis plan
- Skills to be learned that directly contribute to the student's project
- Poster or presentation at conference or workshop directly relevant to student's research
- Relation to marine, estuarine, coastal, or coastal watershed environments and organisms
- Relation to COAST goals