CURRICULUM DEVELOPMENT GRANT PROGRAM
2017 REQUEST FOR PROPOSALS

www.calstate.edu/csuperb

Key Dates & Information:
RFP Release Date: August 25, 2016
Proposal Due Date: February 6, 2017 before 5:00 p.m. pacific time
Award Notification: May, 2017
Maximum Award Amount: $15,000
Project Duration: Up to 18 months from the project start date (approximately June 1, 2017)

Program Description:
The California State University Program for Education and Research in Biotechnology (CSUPERB) aims to innovate biotechnology education across the CSU. For the last decade education researchers, federal agencies, employers and professional societies have called for change in undergraduate life science education and other biotechnology-related disciplines.1,2,3 Curriculum improvement efforts aim not only to increase student engagement and retention, but also to ensure undergraduate education reflects “how science is done in the laboratory and in the field.”2 In addition, life science employers have emphasized the workforce need for a “convergence of disciplines and the need ‘to marry technical disciplines,’ such as engineering and biology, chemistry and information technology.”4

The 2017 Curriculum Development grant program will support the development of innovative general education courses, laboratories, and first-year experiences, as well as revisions to lower-level or introductory biotechnology-related courses. CSUPERB emphasizes the system-wide dissemination of curricular materials and outcomes across the CSU system to engage, impact and prepare students in biotechnology.

2017 Review Criteria:
- Proposed projects must be original and/or innovative.
- Proposed projects must directly engage and impact first- or second-year (lower division) CSU students.
- Proposed projects must address the three major tenets of scientific teaching: active learning, student diversity and assessment (see Handelsman citation for more information).
- Projects must be feasible within the time and budget proposed. If relevant, projects must be feasible within campus administrative frameworks for course development and approval; successful proposals will include letters of support from appropriate chairs and/or deans.
- Proposed projects must have a plan to publish or share project work, student learning outcomes and evaluations with CSU colleagues system-wide.
- Preference will be given to collaborative proposals that partner faculty from more than one biotechnology-related department or discipline, recognizing that the practice of biotechnology is inherently multi-disciplinary. Collaborating departments and Co-PIs should include letters of support detailing their role and commitment to the project.

Eligibility Criteria:
The proposed project 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 faculty 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.

Investigators & Key Collaborators:
The Curriculum Development grant program is open to tenured/tenure-track (T/TT) CSU faculty. Other CSU staff or instructors may be listed as co-Principal Investigators (PIs) or key collaborators. CSUPERB will consider only one proposal per PI or co-PI at a time to the Curriculum Development grant program. Investigators applying to this grant program are also welcome to apply to other CSUPERB grant and award programs.

Budget:
CSUPERB will accept Curriculum Development grant proposals with budgets up to $15,000. Duration of the award will be 18 months from the project start date (approximately June 1, 2017). Exact project start dates are contingent upon award conditions, including IRB, IBC or IACUC approvals on campus.
Please note these awards will be made primarily with fiscal year 2016-2017 CSU general fund dollars, pending the California state budget.

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 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.

Budget Restrictions:

- Faculty salary budgets up to $5000 per individual are allowed, including fringe, for academic year release time, academic year additional employment and/or summer salary. To justify the budget need, indicate how much time each individual will spend on the project and when s/he will be working on the project in the "Salaries" section on the budget table.
- If applicable, identify supported students by name in the budget table, if possible, along with the student's status (undergraduate or graduate student), the proposed hourly pay rate, the number of hours each student will work on the project, and whether they will be working during the summer and/or academic year. Student salaries should be aligned with amounts determined by campus human resource (HR) departments. CSUPERB will not approve any salary or rate in excess of campus limitations. Applicants are responsible for ensuring funds paid to students are not in conflict with campus limitations or other limitations set by campus graduate or undergraduate programs. Employment of foreign nationals is limited to individuals determined to be eligible to receive compensation in the United States by the applicant's campus HR review and clearance process.
- Travel to professional meetings is not allowed with these grant funds.

Proposal Submission:

Proposals, including signed cover sheet, must be submitted electronically on the 2017 Curriculum Development Grant proposal template at the program’s submission web site (www.calstate.edu/csuperb) by Monday, February 6, 2017, before 5:00 p.m. pacific time.

Proposals must adhere to style and length guidelines provided in the proposal template. Failure to follow these guidelines may result in proposal rejection during administrative review. Both the 2017
proposals that are complete and meet eligibility requirements will be evaluated for merit by a review panel comprised of CSU faculty with expertise reflecting the applications received. The proposal review meeting will be held in April 2017. The CSUPERB program office will make final funding decisions. Funding decisions are based on recommendations made by the review panel, available funds and CSUPERB strategic priorities. As part of the proposal review process, all PIs will receive written reviews. CSUPERB will not make awards to faculty members who have outstanding, past-due final reports for grants made under this or other CSUPERB grant programs.

**Post-Award Reporting Requirements:**
Successful PIs are required to submit final reports to CSUPERB within 90 days of project end date. Detailed instructions and report forms are available at [www.calstate.edu/csuperb](http://www.calstate.edu/csuperb) in the “Grants Admin” section. Final reports document the need for and help justify continuation of the program. CSUPERB may also contact PIs and co-PIs for longer-term impact reporting.

Successful PIs are strongly encouraged to present the results of their CSUPERB-funded project at the January 2018 or 2019 Annual CSU Biotechnology Symposium.

**Contacts:**
Submission questions: Program and RFP questions:
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