PRESIDENTS’ COMMISSION SCHOLARS PROGRAM
2017 REQUEST FOR PROPOSALS

www.calstate.edu/csuperb

Important Dates
RFP Release Date:  September 28, 2016
Proposal Due Date: February 13, 2017 before 5:00 p.m. pacific time
Award Notification:  Early April, 2017
Maximum Award:  $8,000
Project Duration:  Summer 2017 (all work and reporting must be completed by October 1, 2017)

Program Description
The California State University Program for Education and Research in Biotechnology (CSUPERB) recognizes that research experience is critical to engaging and graduating students interested in biotechnology careers. The focus of this program is to increase the number of undergraduate students who have access to an early, full-time research experience. The Presidents' Commission Scholars program aims to support up to 11 CSU undergraduate scholars during the summer of 2017. Students will conduct biotechnology-related laboratory-, field-, clinic- or community-based research. Sponsoring faculty mentors will receive funding to support their research program.

Review Criteria
- Feasibility and originality of the research project plan
- Tenured/tenure-track CSU faculty mentor's commitment to the project and the student’s success
- All things being equal, CSUPERB will give preference to students with no prior research exposure. CSUPERB views lab volunteers and work-study students as engaged members of a research group.
• All things being equal, CSUPERB may chose to limit the number of Presidents’ Commission Scholars in a single laboratory, project or group

Program Eligibility and Application Requirements

• The Presidents’ Commission Scholars program is open to CSU undergraduates in good standing who are either first-year or second-year students at the time the proposal is submitted on February 13, 2017. Eligible students must plan to remain at his or her CSU campus for at least one additional academic term after the summer of 2017.

• Student applicants should not have prior industry, community college or university level research experience, including previous or existing funding, support or academic credit received for a research experience (examples include but are not limited to Howell-CSUPERB Scholars, NSF REU, HHMI, NIH MARC, etc.).

• Student applicants must be able to complete the proposed research project during the 2017 summer term. Final reports must be submitted by October 1, 2017. It is expected that project completion will require a student’s full-time commitment.

• The proposed project must be biotechnology-related. Please note that CSUPERB welcomes and encourages proposals from students in all biotechnology-related disciplines, including but not limited to life, physical, agricultural, clinical and computer sciences, math, engineering, entrepreneurship and/or business.

• The proposed project must be an original, faculty-mentored student research project. Literature reviews are not acceptable.

• The project can be carried out on any CSU campus in a research group led by a CSU faculty member.

• Applicants should use the 2017 proposal template and complete all sections of the template (available at www.calstate.edu/csuperb). Failure to follow style and length instructions in the template may result in proposal rejection during administrative review.

Funds Administration

Exact project start dates are contingent upon award conditions, including IRB, IBC or IACUC approvals on campus. The award amount is $8000 of which $6,000 is for a student scholarship, which may be used for living expenses, tuition, fees, books or other allowable academic expenses as defined by the student’s campus office of financial aid/scholarship.
The remaining $2,000 can support the faculty mentor’s research program. Faculty mentors intending instead to use the funds to directly support the student and/or their individual project must notify CSUPERB immediately upon receipt of the award notification. This additional support may be considered by the campus office of financial aid as a portion of the student’s scholarship.

The portion of the award paid to students will be processed through campus financial aid offices. For this reason applicants are strongly encouraged to consult with their campus financial aid office prior to application to determine how the award might affect their total financial aid package. Please be advised that receiving and accepting a CSUPERB award could lead to a decrease in other forms of financial assistance. Ordinarily, adjustments (if any) are made first to loans before other grants or scholarships. Due to Internal Revenue Service and other regulations, campuses may also consult with accounting, human resources and international program 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.

The faculty mentor will supervise the $2000 portion of the award. The faculty mentor portion of the funds will be issued to the mentor’s college or department for financial administration via a Cash Posting Order. The award can be used for supplies, equipment, travel or any other expense that is approved for purchase with state funds. If the faculty mentor does not wish to use the funds, the $2000 can be added to the students’ scholarship, if allowed by campus policies.

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.
Proposal Instructions

PROPOSAL DEADLINE is Monday, February 13, 2017 (5:00 p.m. pacific time).

The 2017 Presidents' Commission Scholars proposal template form is available at the CSUPERB webpage (www.calstate.edu/csuperb). Faculty mentors should submit the complete proposal, in either Microsoft WORD or Adobe PDF format, before the deadline using CSUPERB's CSYou electronic submission system. Only faculty mentors can login to the CSYou system using their campus-issued ID/username and password.

Please note that page 1 of the proposal template requires student and departmental signatures, so plan ahead! Applicants can submit a scanned image of page 1, including signatures, as part of the proposal package.

If you have any problems submitting your nomination package, contact CSUPERB before the deadline at (619) 594-2822 or csuperb@mail.sdsu.edu.

The CSUPERB program office will evaluate proposals for completeness and eligibility. Qualified proposals will be evaluated for merit by a review panel comprised of CSU faculty. Notification of award is expected in April 2017 so that awardees can start project work by May 2017.

In 2016, 27 proposals were received from 12 different CSU campuses and 11 Presidents’ Commission Scholar awards ($8000) were made to students from 9 universities. Previous Presidents’ Commission Scholars can be found in the CSUPERB grants database (http://csuperb.org/grants/database/).

Post-Award Reporting Requirements

 Presidents’ Commission Scholars and their mentors are required to answer CSUPERB surveys before and after the summer research experience. The final survey must be submitted by students and faculty mentors within 30 days of project end date or October 1, 2017, whichever comes first. Reporting helps document the project’s progress, gauge the
impact of the experience on students’ academic and career plans, and justify continuation of the program.

Contacts
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Program and RFP questions:
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