

## COVID-19 RESEARCH RECOVERY MICROGRANT PROGRAM 2020 REQUEST FOR PROPOSALS

[www.calstate.edu/csUPERB](http://www.calstate.edu/csUPERB)

### **Key Dates & Information:**

RFP Release Date:	August 27, 2020 (Revision v.3 – October 7, 2020)
Proposal Due Date:	Ongoing while funding is available, CSUPERB has budgeted \$140,000 for this program.
Award Notification:	Within 30 days of submission
Maximum Award Amount:	Up to \$1,500
Project Duration:	Expenditures must be completed within 90 days of receipt of funds on campus.

### **Program Description:**

The California State University Program for Education and Research in Biotechnology (CSUPERB) aims to assist tenured/tenure track faculty researchers and their students across the California State University (CSU) system as they restart, reinitiate and reengage in existing and established research activities after campus laboratory closures due to the COVID-19 pandemic. The COVID-19 Research Recovery Microgrant Program can be used to reestablish lines and may include supporting student wages for training and/or assisting faculty during their research program recovery process, such as provide support in replacing supplies, repairing/replacing equipment and/or other research related materials damaged or expired. This program will not fund research activities started after campus COVID-19 closures and research not impacted as a result of the COVID-19 pandemic.

### **2020 Proposal Review Criteria:**

- Microgrant plans and budgets must show a demonstrated need for funding in order to restart, reinitiate or reengage in already existing research activities that suffered losses in material, supplies, equipment or research lines due to COVID-19 related closures AND/OR to facilitate the reopening of faculty research facilities either through training to be performed by students and/or the purchasing of campus required COVID-19 related supplies.
- Supporting documentation verifying access to research labs must be included.
- Plans and expenditures must be feasible within the time and budget proposed.
- If applicable, proposals should include copies of IACUC approval letters for existing research projects that will be supported by these funds.
- If applicable, letters of support should be included when grant funds will be used for equipment or materials not under the direct control of the PI, e.g. repairing another faculty member's or department's research equipment when it is loaned to the PI for their own research.

### **Eligibility Criteria:**

Research activities receiving COVID-19 Recovery Microgrant support 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 COVID-19 Recovery Microgrant program is open to tenured/tenure-track (T/TT) CSU faculty who have participated in a CSUPERB program between July 2017 and the present. Forms of participation

include submission of a proposal or nomination (need not have been awarded) to a CSUPERB grant or award program (including student-specific programs), service as a reviewer for a CSUPERB grant or award program, participating in the annual CSU Biotechnology Symposium or service in the CSUPERB Faculty Consensus Group. Questions regarding participation status can be directed to [csuperb@sdsu.edu](mailto:csuperb@sdsu.edu). In addition, eligible investigators will have suffered losses to their CSU based research projects as a direct result of the halting of research activities due to the COVID-19 pandemic. CSUPERB will consider only one proposal per PI at a time to this program. Student research programs are included as part of their faculty research mentor's laboratory.

*COVID-19 Nature of the Proposal:*

Funding can only support research activities existing at the time campuses halted research activity due to the COVID-19 pandemic. Funds may also support costs necessary to reopen faculty research facilities, including student wages for research assistance and training. New research activities and faculty salary cannot be supported with these funds.

*Budget:*

CSUPERB will accept COVID-19 Research Recovery Microgrant proposals with budgets **up to \$1,500**. Duration of the award will be 90 days from the project start date (stated on the award notification).

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 is not allowable with COVID-19 Research Recovery Microgrant funds.
- Student salaries proposed and paid should comply with amounts determined by campus human resources departments. CSUPERB will not approve any salary or rate in excess of campus limitations. Applicants must ensure funds paid to students are not in conflict with these limitations or any others set by graduate or undergraduate programs with which the student may be involved. CSUPERB funds cannot be used to supplement pay for effort if the student is already receiving payroll from another source. Employment of foreign nationals is limited to individuals who meet the conditions set by applicant's campus human resources department policies regarding eligibility to receive compensation in the United States. Proposals should identify students by name when possible, the student's status (undergraduate or graduate student), the hourly salary rate, the number of hours each student will dedicate to the project, and whether they will be working during the summer and/or academic year.
- Travel is not allowed with COVID-19 Research Recovery Microgrant funds.

*Proposal Submission:*

The complete proposal package, including signed cover sheet, must be submitted electronically on the 2020 COVID-19 Research Recovery Microgrant proposal template using CSUPERB's CSYou system (use "Apply" link at [www.calstate.edu/csuperb](http://www.calstate.edu/csuperb)). Faculty applicants login to the CSYou system using their campus ID/username and password. Only Microsoft Word or Adobe PDF file formats are compatible with the system.

Proposals must adhere to style and length guidelines stated in the proposal template. Failure to follow these guidelines may result in proposal rejection during administrative review. Both the 2020 Proposal Template and the COVID-19 Research Recovery Microgrant submission link can be found on the CSUPERB website.

Proposals that are complete and meet eligibility requirements will be evaluated for merit by a review panel comprised of CSUPERB Strategic Planning Council faculty within 30 days of receipt. Funding

decisions are based on recommendations made by the review panel, available funds, and CSUPERB strategic priorities. 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.

**CSUPERB Statement of Principles on Professional Behavior:**

CSUPERB values diverse perspectives where all individuals can flourish. CSUPERB is dedicated to providing an environment that fosters intellectual curiosity and creativity, free and lively debate conducted with mutual respect for individuals, and freedom from intolerance. These values are applicable to any aspect of CSUPERB’s work, including meetings, symposia, and funded activities. Specifically, members of our community value:

- Critical scholarly discourse for the purpose of understanding, advancing scientific ideas, and educating the next generation of science and engineering practitioners;
- Education and research environments where all people are treated equally, regardless of race, gender, ethnicity, sexual orientation and free of bias, hostility, and harassment of any kind;
- Conversations and discussions where community members can share ideas in a collegial atmosphere that is inclusive and values everyone’s input and opportunity to participate;
- Advocacy for equality and inclusivity in science;
- The use of inclusive examples, graphics, and stories in presentations and proposals;
- Access for all community members, including traditionally underrepresented groups, to fully participate in and become leaders in science;
- The support and promotion of the education and careers of all scientists, engineers, and bio-entrepreneurs;
- Leadership in our fields to strengthen scientific mentorship and create an atmosphere of collaboration;
- Commitment to our own education and participation in activities related to recognizing and eliminating implicit bias.

All participants in CSUPERB events and activities are expected to follow the requirements of Title V, Title IX, and California State University (CSU) Executive Orders and adhere to the CSUPERB Principles of Professional Behavior and values. Non-CSU participants who do not follow these expectations may be asked to leave a CSUPERB event or activity and/or prohibited from participation in future CSUPERB events or activities.

**Post-Award Reporting Requirements:**

Successful PIs are required to submit a final report to the CSUPERB within 90 days of the project end date. Detailed instructions and the link to the CSUPERB Seed Grant Reporting System are available (<https://www2.calstate.edu/impact-of-the-csu/research/csUPERB/Pages/grants-administration.aspx>) in the “Final Grant Reporting” section of the CSUPERB website. Final reports document the need for and help justify continuation of the program. CSUPERB may also contact PIs for longer-term impact reporting.

**Program Contacts:**

Applicants are encouraged to contact CSUPERB via email instead of telephone due to the uncertain “work-from-home” scheduling during the COVID-19 pandemic.

**Submission questions:**

csuperb@sdsu.edu

**Program and RFP questions:**

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