

## PRESIDENTS' COMMISSION SCHOLARS PROGRAM 2020 REQUEST FOR PROPOSALS

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

### Important Dates

RFP Release Date: August 23, 2019

Proposal Due Date: February 18, 2020 before 5:00 p.m. pacific time

Award Notification: April, 2020

Maximum Award: \$8,000

Project Duration: Summer 2020 (all work and reporting must be completed by October 1, 2020)

### 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 lower-division undergraduate students who have access to a full-time research experience. The Presidents' Commission Scholars program aims to support up to 11 CSU undergraduate scholars during the summer of 2020. Students will conduct biotechnology-related laboratory-, field-, clinic- or community-based research for the first time. Sponsoring faculty mentors will receive funding to support their research program.

### Review Criteria

- Feasibility and originality of the research project plan. The proposed project must be an original, faculty-mentored student research project. Literature reviews are not acceptable.
- CSU faculty mentor's commitment to the project and the student's success.
- All things being equal, CSUPERB may choose to limit the number of Presidents' Commission Scholars in a single laboratory, project or group.

### Program Eligibility and Application Requirements

- 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.). CSUPERB views lab volunteers and work-study students as engaged members of a research group; this program is designed to engage students in a research experience for the first time.
- 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 18, 2020. Eligible students must plan to remain at his or her CSU campus for at least one additional academic term after the summer of 2020.
  - CSUPERB follows the CSU Admission Handbook (<https://www2.calstate.edu/attend/student-services/Documents/admission-handbook-2019-20.pdf>) to determine first-year and second-year standing.

Students must have fewer than 60 semester or 90 quarter units in order to be eligible. Earned AP credits are not counted toward the maximum unit amount.

- Student applicants must be able to complete the proposed research project during the 2020 summer term. Final reports must be submitted by October 1, 2020. **It is expected that project completion will require a student's full-time commitment.**
- The proposed project must be biotechnology-related. CSUPERB defines biotechnology as a fusion of biology and technology. BIO (<https://www.bio.org/whatbiotechnology>) 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 student-faculty teams 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.
- Projects with IRB, IBC, or IACUC requirements must provide proof of campus approval by the time awards are made. CSUPERB will not make awards to projects without IRB or IACUC approvals by the time of award.
- Applicants should use the 2020 proposal template and complete all sections of the template (available at <http://www.calstate.edu/csUPERB>). Failure to follow style and length instructions in the template may result in proposal rejection during administrative review.

### **Funds Administration**

Award amount is \$8000. Please note that indirect costs are not allowed.

\$6000 of the award will be provided as a student scholarship that 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. Timing for the release of scholarship funds is determined exclusively by the student's campus office of financial aid/scholarship and applicants are encouraged to discuss this with their office prior to submitting their application.

\$2000 of the award 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.

Student applicants are strongly encouraged to consult with their campus financial aid office prior to applying to determine the potential impact of awards and grants on financial support provided through their university, especially financial aid packages. Awards paid directly to students will be processed through campus financial aid offices. Please be advised that receiving and accepting a CSUPERB award could lead to a decrease in other forms of financial assistance. Ordinarily, financial aid adjustments (if any) are made to loans before other grants or scholarships. Because of Internal Revenue Service regulations 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.

Exact project start dates are contingent upon award conditions, including IRB, IBC or IACUC registrations and approvals on campus.

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 Tuesday, February 18, 2020 before 5:00 p.m. pacific time.

The 2020 Presidents' Commission Scholars proposal template form is available at the CSUPERB webpage ([www.calstate.edu/csuperb](http://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, mentor and dean signatures, so plan ahead! Applicants can submit a scanned image of page 1, including signatures, as part of the proposal package.

The CSUPERB program office will evaluate proposals for completeness and eligibility. Qualified proposals will be will be evaluated by a review panel comprised of CSU faculty. Notification of award is expected in April 2020 so that awardees can start project work at the start of the summer term.

In 2019, 37 proposals were received from 14 different CSU campuses and 11 Presidents' Commission Scholar awards (\$8000) were made to students from 8 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, 2020, 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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