



## GRADUATE STUDENT RESEARCH RESTART PROGRAM

### 2021-2022 REQUEST FOR PROPOSALS

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

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

RFP Release Date: April 26, 2021

Proposal Due Date: Deadline for Summer 2021 proposals - May 10, 2021 5 pm PT  
Deadline for 2021/22 Academic Year proposals - June 7, 2021 5 pm PT  
(Summer 2021 only proposals will not be accepted after May 10)

Award Notification: Within 30 days of submission

Maximum Award Amount: \$7000. CSUPERB has budgeted \$250,000 for this program.

Project Duration: Summer 2021 – Spring 2022

#### **Program Description:**

The California State University Program for Education and Research in Biotechnology (CSUPERB) aims to assist graduate student researchers across the California State University (CSU) system as they restart, reinitiate and re-engage in existing and established research activities after campus laboratory closures due to the COVID-19 pandemic. The Graduate Student Research Restart Program will be open to both master's and doctorate level graduate students and provide one-time funding for Summer 2021 and/or the 2021-22 Academic Year. 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. Students may perform the research over Summer 2021 or stretch it out over the following fall and spring semesters of the 2021-22 Academic Year.

#### **2021 Proposal Review Criteria:**

- Applicants ability to successfully articulate that the project is on-going (not new research) and has been impacted as a result of the COVID-19 pandemic. Funding can only support research activities existing at the time campuses halted research activity due to the COVID-19 pandemic.
- 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/IRB approval letters for existing research projects that will be supported by these funds.
- CSUPERB will give preference to the first proposal received from a PI's lab until May 10, 2021.

#### **Eligibility Criteria:**

- The research projects 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 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.

- The Graduate Student Research Restart Program is open to CSU master's doctorate level students in good standing. Eligible students will have suffered a disruption in their CSU based research projects as a direct result of the halting of research activities due to the COVID-19 pandemic.
- An eligible student must plan to remain at his or her CSU campus for the duration of the proposed project.
- Projects must represent research that was on-going at the time of the COVID-19 disruption. New research activities cannot be supported with these funds.
- **Student applicants applying for the entire \$5000-worth of the student scholarship must demonstrate a full-time commitment for Summer 2021 or an equivalent commitment if the student will perform the research across the 2021-22 Academic Year. CSUPERB defines a summer full-time commitment as working 30 – 40 hours a week for approximately 13 weeks.**

### **Funds Administration:**

CSUPERB will accept Graduate Student Research Restart Program proposals with budgets **up to \$7000**. Duration of the award will be for Summer 2021 – Spring 2022.

Up to \$5000 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. Due to year-end fiscal deadlines, please allow at least a month after awards are made for the receipt of funds for proposals with a Summer 2021 start date.

Up to \$1500 of the award will be provided as faculty mentor support that may be used for additional pay or professional development including supplies, reagents or equipment in Summer 2021 and/or the 2021-22 Academic Year. Faculty may choose to have additional pay disbursed in Summer 2021 or Winter 2022.

Up to \$500 of the award can support supplies, equipment and services directly related to activities for approved research projects.

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 the 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. If the project involves Human Subjects or Vertebrate Animals and the campus has approved the work, a copy of the campus approval letter must be appended to the proposal. CSUPERB will not award funds to projects without IRB, IBC, or IACUC registrations or approvals by the time the faculty/student team begins to start work on the project. Projects requiring access to lab and necessary equipment must provide proof of campus approval by project start date. CSUPERB will not award funds to projects requiring lab and equipment access without campus approvals by the time the faculty/student team begins to start work on the project.

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 a 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:***

- 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 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 (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 2021 and/or 2021-22 Academic Year.
- Travel is not allowed with Graduate Student Research Restart Program funds.

**Proposal Submission:**

The complete proposal package, including a signed cover sheet, must be submitted electronically on the 2021 Graduate Student Research Restart Program proposal template using CSUPERB's CSYou system (use "Apply" link at [www.calstate.edu/csUPERB](http://www.calstate.edu/csUPERB)). Faculty mentors should submit the complete proposal, in either Microsoft WORD or Adobe PDF format using CSUPERB's CSYou electronic submission system. Only faculty mentors can login to the CSYou system using their campus-issued ID/username and password.

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 2021 Graduate Student Research Restart Program submission link and Proposal Template and the can be found on the CSUPERB website.

Proposals that are complete and meet eligibility requirements will be evaluated for merit by a review panel composed 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 award funds to students or faculty members who have outstanding, past-due final reports for grants made under 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 grantees and their PIs are required to submit a final report to CSUPERB within 90 days of the project end date. Detailed instructions and the link to the CSUPERB 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 grantees and their PI 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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