



PRESIDENTS' COMMISSION SCHOLARS PROGRAM 2021 REQUEST FOR PROPOSALS

www.calstate.edu/csUPERB

Important Dates

RFP Release Date: November 13, 2020

Proposal Due Date: Rolling deadline between February 16 – April 19, 2021 by 5:00 pm (PST),
while funding is available. CSUPERB has budgeted \$88,000 for 11 awards.

Award Notification: Within 60 days of submission

Maximum Award: \$8,000

Project Duration: Summer 2021 – Spring 2022 (all work and reporting must be completed by June 30, 2022)

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 Summer 2021 and/or 2021/22 Academic Year. This year, because of the COVID-19 pandemic we are allowing applicants flexibility in their research experience. Students can perform the research over Summer 2021 or opt to stretch it out over the following fall and spring semesters of the 2021/22 Academic Year. 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

- Originality of the research project plan. The proposed project must be an original, faculty-mentored student research project. Literature reviews are not acceptable.
- Feasibility of the research project plan. We highly encourage proposals to account for anticipated obstructions and demonstrate how the research will be completed in light of the COVID-19 pandemic.
- 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 16, 2021. Eligible students must plan to remain at his or her CSU campus for at least one additional academic term after the last semester of the research experience.
 - CSUPERB follows the CSU Admission Handbook (<https://www2.calstate.edu/attend/student-services/Documents/Admissions-Handbook-2020-21.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 Summer 2021 and/or 2021/22 Academic Year. Final reports must be submitted within 30 days of project end date or June 30, 2021, whichever comes first.
- **Before COVID-19 it was expected that project completion would require a student's full-time summer commitment. Please demonstrate an equivalent commitment if the student will extend the project past Summer 2021 into the 2021/22 Academic Year.**
- 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, IBC, or IACUC registrations or approvals by the time the faculty/student team begin 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 make awards to projects requiring lab and equipment access without campus approvals by the time the faculty/student team begin to start work on the project.
- Applicants should use the 2021 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. If 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 make awards to projects without IRB, IBC, or IACUC registrations or approvals by the time the faculty/student team begin 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 make awards to projects requiring lab and equipment access without campus approvals by the time the faculty/student team begin 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 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.

COVID-19:

CSUPERB is anticipating a continuation of disruptions to campus research operations in 2021, with the exception of the ban on campus funded travel which is expected to run at least until June 30, 2021. See the COVID-19 grant guidance at <https://www2.calstate.edu/impact-of-the-csu/research/csuperb/Pages/COVID-19-Impact.aspx>.

Proposal Instructions

PROPOSAL DEADLINE is **Tuesday, February 16** before 5:00 pm PST and proposals will be accepted until **Monday, April 19, 2021**, *while funding is available*. We encourage applicants with Summer 2021 research projects to apply by February 16, 2021.

The 2021 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.

The complete proposal package includes:

1. Completed and signed **2021 Presidents' Commission Scholars Proposal Template** and
2. Faculty mentor's **one-page CV** (should list no more than 5 recent publications related to this project).

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. Electronic signatures from all parties are acceptable.

The CSUPERB program office will evaluate proposals for completeness and eligibility. Qualified proposals will be evaluated by a review panel comprised of CSU faculty. Notification of award is expected in April 2021 so that awardees can start project work at the start of the summer term.

In 2020, 16 proposals were received from 9 different CSU campuses and 13 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 June 30, 2022, 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.

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