



REQUEST FOR PROPOSALS

Fall Faculty Travel Grants

August 11, 2009

Key Dates and Information:

Application Deadline: Midnight (Pacific Time), Monday October 5, 2009

Award Notification: November 2009

Maximum Award Amount: \$1000

Application Form Available at <http://www.calstate.edu/csuperb/grants/faculty-travel-program/>

Program Description:

The CSUPERB Faculty Travel Grants Program supports CSU faculty travel to biotechnology-related professional meetings and workshops or to collect biotechnology research data at specialized shared facilities or sites. **This fall round of grants will support travel between July 1, 2009 and June 30, 2010.**

CSUPERB welcomes and encourages applications from CSU faculty from all biotechnology related disciplines, including but not limited to life sciences, physical sciences, clinical sciences, math, computer science, agricultural science, engineering, and/or business departments or colleges.

CSUPERB plans to issue another Request for Proposals (RFP) in the spring for travel between January 1, 2010 and December 31, 2010. *Please note that each round of grants will support travel within a 12-month window; there is a 6-month overlap between each round's travel window.*

2009 Fall Faculty Travel Grants Review Criteria:

- The meeting/workshop or proposed project must be biotechnology related.

- Applicants must describe and provide details about specific meeting, workshop or facility/site to which travel is proposed or has occurred.
- Applicants must describe original research to be presented (to be submitted, submitted or accepted abstract) and/or relevance of meeting, workshop or data collection to ongoing education and/or research project plans.
- Applicants must provide information about or evidence of matching funds or other resources that make travel feasible if the maximum CSUPERB travel award will not cover entire cost of trip.
- All other things being equal, applicants who have not won a CSUPERB travel award in the last two years may be prioritized for funding.

Eligibility:

- The travel grant program is open to tenured or tenure-track (T/TT) CSU faculty. CSUPERB will consider only one proposal per applicant at a time to the Travel Grants Program. Faculty applying to the Faculty Grant Program are also welcome to apply to other CSUPERB Grants and Awards Programs. Students accompanying faculty should apply independently to the Student Travel Grant Program (<http://www.calstate.edu/csUPERB/grants/student-travel-program/>).
- The proposed project must be biotechnology related. CSUPERB welcomes and encourages applications from CSU faculty in all disciplines related to the modern practice of biotechnology, including but not limited to life sciences, physical sciences, clinical sciences, math, computer science, agricultural science, engineering, and/or business.
- Travel must be planned between July 1, 2009 and June 30, 2010.
- Applicants can request travel funds to support the presentation of original/innovative research at a meeting or conference. Because of travel program timing, the abstract or presentation planned may not yet be submitted or accepted by the meeting organizers.
- Travel to workshops or meetings at which the applicant is not presenting results or organizing a session must be justified within the context of the applicant's research and/or educational program.

- Travel to collect data at specialized research sites or shared core instrument facilities must be for biotechnology-related research and/or education projects.
- The maximum Faculty Travel Award is \$1000. The award is paid out when expense reports are filed after travel is complete.

Application Instructions:

Application forms and submission instructions are available at the CSUPERB Webpage (<http://www.calstate.edu/csUPERB/grants/faculty-travel-program/>). *CSUPERB Program office will be closed for business due to furloughs on August 10 and 28, September 4 and 16, October 2 and 16, 2009.* Applicants must make sure that completed applications are submitted by Monday October 5, 2009 (Midnight Pacific Time).

Applications that are complete and meet eligibility requirements will be evaluated for merit by a review panel comprised of CSU Faculty Consensus Group members. Final funding decisions are made by the CSUPERB Program Office. Funding award decisions are based on recommendations made by the review panel, available funds and CSUPERB programmatic priorities. Notice of awards should be expected about one month from the proposal submission deadline.

In the 2009 spring round of travel grants, 17 proposals were received from 11 different CSU campuses and 11 Faculty Travel Awards to faculty at 8 universities were made. CSUPERB expects to make up to 10 Faculty Travel Awards in this round.

Post-Award Reporting Requirements:

Successful applicants are required to submit their accepted presentation titles and abstracts and/or a one-page report (<http://www.calstate.edu/csUPERB/grants/report-forms/>) to CSUPERB program office within 30 days after travel is completed. Final reporting helps document the need for and justify continuation of the program. CSUPERB may also contact award recipients for longer-term impact reporting.

Program Contacts and Addresses:

For proposal submission and information about application forms:

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For information about this program and RFP:

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