



FACULTY TRAVEL GRANT PROGRAM

<http://www.calstate.edu/csuperb/grants/faculty-travel-program/>

2010 SPRING REQUEST FOR PROPOSALS

Key Dates and Information:

RFP Release Date: January 25, 2010

Proposal Deadline: March 15, 2010 (5:00 p.m. pacific time)

Award Notification: May 2010

Maximum Award Amount: \$1,000

Program Description:

Part of CSUPERB's mission is to develop a professional biotechnology workforce by mobilizing and supporting collaborative CSU student and faculty research. CSUPERB recognizes that the opportunity to present research and project results is crucial to professional career development.

The CSUPERB Faculty Travel Grants Program supports CSU faculty travel to biotechnology-related professional meetings and workshops or to collect biotechnology-related research data at specialized, shared instrumentation facilities or research sites. **This spring round of grants will support travel between January 1, 2010 and December 31, 2010.**

CSUPERB plans to issue another Request for Proposals (RFP) in the fall for travel between July 1, 2010 and June 30, 2011. *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.* This grants program does not make awards to support travel to the CSU Biotechnology Symposium.

2010 Spring Faculty Travel Grant Review Criteria:

- The meeting/workshop or proposed project must be biotechnology related. 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.
- Applicants must describe and provide details about one specific meeting, workshop or facility/site to which travel is proposed or has occurred.
- Applicants must describe original research data and results (presented, accepted, submitted or to be submitted) 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.
- 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.
- All other things being equal, applicants who have not won a CSUPERB travel award in the last two years may be given priority for funding.

Eligibility:

- The travel grant program is open to tenured or tenure-track (T/TT) CSU faculty.
- Travel must occur between January 1, 2010 and December 31, 2010.
- CSUPERB will consider only one proposal per applicant at a time to the Travel Grants Program. Applicants are also welcome to apply to other CSUPERB Grants and Awards Programs. CSU students accompanying faculty on proposed travel should apply independently to the Student Travel Grant Program:
<http://www.calstate.edu/csUPERB/grants/student-travel-program/>.
- Applicants are required to use the 2010 Spring Faculty Travel proposal template.

- Because of Travel Grants Program timing, the abstract, presentation or data collection planned may not yet be submitted or accepted, but is still eligible for consideration.
- The maximum Faculty Travel Award is \$1,000. The award is paid out when expense reports are filed after travel is complete.

Proposal Submission Instructions:

PROPOSAL DEADLINE: 5:00 p.m. pacific time, Monday, March 15, 2010.

Applicants are required to electronically submit their completed and signed proposals using the CSUPERB OARS system (<http://www.csuperb.org/oars/login.php>). If you have trouble with the OARS system, you must contact the program office (619-594-2822) before 5:00 p.m., Monday, March 15, 2010. The 2010 Spring Faculty Travel proposal template form and submission guidelines are available at the CSUPERB webpage: <http://www.calstate.edu/csuperb/grants/faculty-travel-program/>.

***Note:** The CSUPERB Program office will be closed for business due to furloughs on February 12 and 26, and March 29 – April 2, 2010.*

Applications that are submitted by the deadline, are complete and meet eligibility requirements will be evaluated for merit by a review panel comprised of CSUPERB Faculty Consensus Group members. The CSUPERB Program Office makes final funding decisions, based on recommendations made by the review panel, available funds, and programmatic priorities.

In the 2009 fall round of travel grants, 23 proposals were received from 12 different CSU campuses and 12 awards were made to faculty from 10 campuses.

Post-Award Reporting Requirements:

CSUPERB disburses funds directly to the appropriate college at each university, not directly to successful travel grants awardees. Thus faculty and student awardees (except San Diego State University) submit all paperwork to their own college/department travel clerk rather than to the CSUPERB program office when travel has been completed. If proposed poster abstract is not accepted or travel plans are cancelled, the travel award reimbursement cannot be issued.

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 information about proposal submission and application forms:

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Phone: 619-594-1203 or 619-594-2822

Fax: 619-594-5291

For information about this program and RFP:

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