



STUDENT TRAVEL GRANT PROGRAM

<http://www.calstate.edu/csUPERB/grants/student-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 results is crucial to professional career development and that access to hands-on research opportunities is critical to engaging and retaining biotechnology students.

The CSUPERB Student Travel Grants Program supports CSU student 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 CSU student 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 Student Travel Grants Review Criteria:

- The meeting/workshop or proposed project must be biotechnology related. CSUPERB welcomes and encourages applications from CSU students 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 address how the travel opportunity might impact their career and describe the significance of their contribution to the work being presented or data collected.
- Applicants must submit letters of recommendation from their faculty mentors with their proposal package.
- 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 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.
- All other things being equal, CSUPERB may decide to limit the number of awards to students from a single research group.

Eligibility:

- The travel grant program is open to CSU students in good standing.
- CSUPERB will consider only one proposal per applicant at a time to the Travel Grants Program. Applicants must use the 2010 Spring Student Travel proposal template. There is no limit to the number of student proposals recommended by one faculty mentor. However, since funding is typically insufficient to support all worthy applications, CSUPERB may

choose to limit the number of awards to a single research group. Students applying to the Travel Grants Program are also welcome to apply to other CSUPERB Awards Programs.

- Travel must occur between January 1, 2010 and December 31, 2010.
- Applicants can request travel funds to support the presentation of original/innovative research at a meeting or conference or to collect biotechnology research data at specialized shared facilities or sites.
- CSUPERB will make travel awards to only ONE presenting CSU student author for each abstract or presentation.
- Because of program timing, the presentation planned may not yet have been submitted or accepted by the meeting organizers, but is still eligible for consideration.
- The maximum Student 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 Student Travel proposal template form and submission guidelines are available at the CSUPERB webpage:

<http://www.calstate.edu/csuperb/grants/student-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 received 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. CSUPERB Program Office makes final funding decisions, based on recommendations made by the review panel, available funds and programmatic priorities.

In the Fall 2009 round of travel grants, 31 proposals were received from 12 different CSU campuses and 13 awards were made to students from 9 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 the 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:

Eric Nedelman, Ph.D.

Administrative Analyst, CSUPERB

nedelman@sciences.sdsu.edu

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

Fax: 619-594-5291

For information about this program and RFP:

Rajni Garg, Ph.D.

Director, Grants & Awards, CSUPERB

rgarg@mail.sdsu.edu

Phone: 619-594-1877

Susan Baxter, Ph.D.

Executive Director, CSUPERB

sbaxter@mail.sdsu.edu

Phone: 619-594-251