

**Support for Ocean and Coastal Field Experiences for CSU Students**

**Application Form**

Please see information for this program on the COAST [**website**](https://www.calstate.edu/impact-of-the-csu/research/coast/funding/Pages/student-funding.aspx) and read the [**Announcement**](https://www.calstate.edu/Documents/COAST_2022-23_FieldExperience_Announcement_June30_2022.pdf) for full details and instruction.

All information must be typed. If you have any questions about this form, please contact Kimberly Jassowski (kjassowski@csumb.edu), COAST Program Analyst. To submit this application, save this file as a Word document (named *LastName\_FirstName\_FieldExperienceApp.docx)* and email it as an attachment to
fieldexperiencescoast@share.calstate.edu.

|  |
| --- |
| **1) Applicant information** |
| First Name: |  | Last Name: |  |
| CSU Campus:  |  | Major/Degree Program: |  |
| Student ID: |  | Preferred Pronouns (optional): |  |
| Primary Phone: |  | Primary Email: |  |
| Status (Fresh, Soph, Junior, Senior, Grad Student): |  | Anticipated Graduation (mm/yyyy): |  |

|  |
| --- |
| **I am applying for funds to (check ALL that apply by marking the gray box with an X):** |
|  | Purchase personal gear needed to engage in field work.  |
|  | Travel to take a field course or conduct course-based field work. |
|  | Pay fees and other costs for field courses (broadly defined). |
|  |
| **I will be engaged in a field experience as part of a(n) (check ONE box by marking it with an X\*):** |
|  | A. Official CSU class.  |
|  | B. Research project led by a CSU faculty member.  |
|  | C. Field course offered by an accredited institution.  |
| *\*If you are requesting support for more than one type of field experience you may mark more than one box and you will explain this in section 3.* |

|  |  |
| --- | --- |
| Total amount of funding requested ($2,000 maximum):  |  |

**2) History of field experience (priority will be given to students who have little or no field experience)**

Please describe any experience you have in academic field work. This may have been part of a class or assisting another student with their research for example.

It is perfectly fine if you do not have any field experience, and you can state that plainly. For example, you can write “I do not have any field experience.” Also, if you have not spent much time in natural outdoor settings (camping, hiking, etc.), please feel free to note that.

|  |
| --- |
|  |

**3) Budget and justification**

Please list any of the following for which you are requesting funds:

* The items you need to purchase with amounts.
	+ If you do not know the exact amount, please estimate the amount and put “(estimate)” after the price.
	+ If there is a link to the specific item you wish to purchase, please include it.
	+ Please estimate and include sales tax and shipping costs. Use your [local sales tax rate](https://www.cdtfa.ca.gov/taxes-and-fees/sales-use-tax-rates.htm).
* Travel expenses.
* Field course fees (including room and board) in excess of the institution’s basic tuition for the course.

An Example Budget is provided on the next page. To use this format, erase the example content and enter your own specific items and amounts; add rows as necessary. You are also welcome to create a budget using your own format.

**Example budget for items needed to conduct estuarine field work that requires overnight camping.**

|  |  |
| --- | --- |
| **Item/Description** | **Amount** |
| Sleeping bag <https://www.rei.com/product/206623/coleman-kompact-20-rectangle-sleeping-bag>  | $110.00 ($99.95 plus 10% sales tax) |
| Sleeping pad <https://www.rei.com/product/171693/therm-a-rest-basecamp-sleeping-pad>  | $165.00 ($149.95 plus 10% sales tax) |
| Waders [https://www.amazon.com/Frogg-Toggs-Bootfoot-Cleated-Outsole/dp/B00KBSO4IK/ref=asc\_df\_B00KBSO4IK/?tag=hyprod-20&linkCode=df0&hvadid=312065559007&hvpos=&hvnetw=g&hvrand=15469980508472697886&hvpone=&hvptwo=&hvqmt=&hvdev=c&hvdvcmdl=&hvlocint=&hvlocphy=9031108&hvtargid=pla-569585126850&psc=1](https://www.amazon.com/Frogg-Toggs-Bootfoot-Cleated-Outsole/dp/B00KBSO4IK/ref%3Dasc_df_B00KBSO4IK/?tag=hyprod-20&linkCode=df0&hvadid=312065559007&hvpos=&hvnetw=g&hvrand=15469980508472697886&hvpone=&hvptwo=&hvqmt=&hvdev=c&hvdvcmdl=&hvlocint=&hvlocphy=9031108&hvtargid=pla-569585126850&psc=1)  | $46.20 ($41.97 plus 10% sales tax) |
| Headlamp | $50.00 (estimate) |
|  |  |
| 400 miles round trip at 58.5 cents per mile | $234.00 |
| Campground fee | $20.00 |
|  |  |
| **Total** | **$XXX.XX** |

|  |
| --- |
| **Justification: Describe how the funds will be used to allow you to do something you wouldn’t be able to do otherwise or wouldn’t be able to do without creating significant financial hardship (use as much space as you need, the box will expand as you type):**  |
|  |

**4) Nature of your participation**

Please complete the appropriate section depending on the nature of your participation in a field experience for which you are requesting funds. This should match the information you entered on the first page of this form.

|  |
| --- |
| **A. If funds are requested to facilitate your participation in a field work as part of an official CSU class, please provide the following information:**  |
| Course number: |  |
| Course title: |  |
| Course description: |  |
| Instructor: |  |
| Instructor email: |  |
| **When will the course be taken?**  Your answer should be TERM, YEAR. For example, Fall 2022. *You can apply for funds to support or enhance your participation in a class you will take in the future or are currently taking.*  |  |
| **Are you enrolled in the course?** Mark the gray box that corresponds with your answer with an X. |  | Yes |  | No |
| If you are not yet enrolled, when will you enroll? Please be as specific as possible. *Note: Proof of enrollment will be required prior to distribution of funds.*  |  |
| Please describe the field work in which you will engage (use as much space as you need, the box will expand as you type):  |
|  |

|  |
| --- |
| **B. If funds are requested to facilitate your participation in a field work as part of a research project led by a CSU faculty member, please provide the following information:**  |
| Faculty member: |  |
| Department: |  |
| Email: |  |
| Phone:  |  |
| Website: |  |
| **When will the field work occur?** Your answer should be MONTH, YEAR. For example, August 2022. *You can apply for funds to support or enhance your participation in a project in which you will participate in the future or are already part of.*  |  |
| Please describe the field work in which you will engage (use as much space as you need, the box will expand as you type):  |
|  |

|  |
| --- |
| **C. If funds are requested to facilitate your participation in a field course, please provide the following information:** |
| Institution: |  |
| Department (if applicable): |  |
| Course number: |  |
| Course title: |  |
| Course description: |  |
| Website: |  |
| **When will the course be taken?** Your answer should be TERM, YEAR. For example, Fall 2022. *You MUST apply for funds to support your participation in a field course PRIOR to enrolling in the course.*  |  |
| When do you plan to enroll in the course? Please be as specific as possible. *Note: Proof of enrollment will be required prior to distribution of funds.*  |  |
| Please describe the field work in which you will engage (use as much space as you need, the box will expand as you type):  |
|  |

**Note: your application will not be complete until COAST receives an email from your CSU instructor or research project leader indicating their support for your application (required for A and B). It is your responsibility to ensure this is submitted. Please see the** [**Announcement**](https://www.calstate.edu/Documents/COAST_FieldExperiencesforStudents_Announcement_2021-22_4-28-2022.pdf) **for full details.**

To submit this application, save this file as a Word document (named *LastName\_FirstName\_FieldExperienceApp.docx)* and email it as an attachment to fieldexperiencescoast@share.calstate.edu**.**