CSU Biotechnology (CSUBIOTECH)
2024 CURRICULUM DEVELOPMENT GRANT PROGRAM

Proposal Due Date: February 1, 2024 before 5:00 p.m. pacific time

Project Title	

Principal Investigator (PI) Name	PI Academic Title	Phone
	Choose an item.	
Campus	Department	E-mail

Budget Requested (maximum = $15,000)	Project End Date (must end no later than 11/30/25)	Please indicate with a yes or no if you have been found in violation of Title V, Title IX, or CSU Executive Orders 1096 or 1097 in the last 5 years.

Campus Approvals

Project involves Human Subjects	Choose an item.	If yes, is IRB review pending?	Choose an item.
Project involves Vertebrate Animals	Choose an item.	If yes, is IACUC review pending?	Choose an item.
Project involves Biohazards or Recombinant DNA	Choose an item.	If yes, is IBC review pending?	Choose an item.

*Note: If project requires the approvals listed above and the campus has already granted approval, a copy of the approval communication **must be submitted with** the proposal. Successful PIs with pending IRB, IBC, or IACUC approvals are required to submit copies of the campus approval to CSUBIOTECH before grant funds will be released to the campus. In some cases IRB, IBC, or IACUC approvals will be needed from partner institutions before work can begin, so plan accordingly.*

Applicant Certification

By signing this application, I the undersigned, certify that the statements herein are true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may result in the removal of this application from review, in termination of the grant and reporting to applicant's appropriate campus authorities. In addition, I certify I am responsible for supervising any students, paid or unpaid, who work on the project and that those students will complete all required campus trainings required prior to their involvement in the project. This includes, but is not limited to, safety training or training specified in IRB, IBC, or IACUC approvals. I also certify I am responsible for obtaining necessary regulatory compliance approvals from our campus and any necessary approvals from collaborating, external institutions prior to spending on the project. I authorize my campus to disclose to the CSUBIOTECH program office any substantiated violations of Title V, IX, or CSU Executive Orders 1096 or 1097.

Principal Investigator: _____   _____
                                        Signature   *Date*

Institutional Certification

Chief Research Officers and Vice Presidents of Research system-wide have requested that CSUBIOTECH proposals be routed through campus grant "clearance" mechanisms. By signing this application we, or our authorized designee**, acknowledge that our institution has reviewed the proposed project and supports this grant application. We acknowledge that we monitor compliance with campus regulations regarding student involvement in research.

Department or Unit Chair*: _____   _____   _____
*only required when budgeting faculty effort   *Signature*   *Print Name*   *Date*

Dean or Authorized Designee*: _____   _____   _____
                                                  Signature   *Print Name*   *Date*
**designee signature not allowed when budgeting faculty effort

ABSTRACTS

*Abstracts are meant to serve as succinct, accurate descriptions of the proposed work when separated from the rest of the application. Do not include proprietary or confidential information. The technical abstract is used to select reviewers. If the project is funded, the non-technical abstract will be published at the CSUBIOTECH website for public information and program promotion. The **two abstracts combined are limited to one page total**.*

*Use only single-spaced text, 12 point Times New Roman font or 11 point Arial, with 0.75-inch margins for all proposal text entries. **Applications not complying with this format throughout the proposal will not be accepted for review**.*

TECHNICAL ABSTRACT: *(State the proposal's broad, long-term objectives and specific aims for reviewers.)*

NON-TECHNICAL ABSTRACT: *(Provide a non-technical description, or lay summary, of the project's overall objectives and key milestones for a non-expert, public audience. You could also explain how this project might impact the future of biotechnology. In keeping with calls for plain writing to improve science and technical communication, CSUBIOTECH review panels will consider the effectiveness of the non-technical abstract in their assessment of proposals (for help, see http://bit.ly/2uMqkpt).*

PROJECT DESCRIPTION

(*Limit 2 pages. Reference lists are limited to 20 citations maximum, listed on one additional, separate page. References exceeding the maximum will be removed from the proposal for review. Figures - including captions - may be included on one additional, separate page.*)

SAMPLE

DESCRIBE HOW FIRST- AND SECOND-YEAR (LOWER DIVISION) CSU STUDENTS WILL BE ENGAGED AND IMPACTED DURING THE PROPOSED PROJECT

(Limit 1/2 page)

DESCRIBE DISSEMINATION PLAN FOR MATERIALS DEVELOPED AND EVALUATIONS COMPLETED

(Limit 1/2 page)

KEY PROJECT MILESTONES AND TIMELINE

(Limit 1/2 page)

BUDGET REQUESTED
(Limit 1 page.)

Budget Category	Amount Requested ($)
1. Salaries	
<u>CSU Faculty, Key Personnel or Students</u> (List/name key personnel below and amount requested/person; PI salary & fringe not to exceed $5,000)	
Salaries Category Subtotal:	
2. Equipment (List requested equipment below and cost of each item)	
Equipment Category Subtotal:	
3. Supplies/Materials (List requested supplies/materials and cost of each item)	
Supplies/Materials Category Subtotal:	
4. Travel (Travel to scientific meetings, including the CSU Biotechnology Symposium, is not allowed)	
Travel Category Subtotal:	
5. Other	
Other Category Subtotal:	
TOTAL AMOUNT REQUESTED (Maximum Request = $15,000):	$

CURRENT AND PENDING SUPPORT
(There is no page limitation for the CURRENT AND PENDING SUPPORT section)

Current Support – List all (internal and external) support to all CSU PIs involved that are relevant and/or overlapping to the project proposed here. For each entry, include: 1) Title of Grant/Award/Support, 2) Funding Source, 3) Amount of Award, 4) Duration of Funding, 5) Your role in the project, e.g. PI, and 6) Indicate whether the aims of the project overlap with aims proposed here.

Pending Research Support – List all pending (internal and external) support to all CSU PIs involved that are relevant and/or overlapping to the project proposed here. For each entry, include: 1) Title of Grant/Award/Support, 2) Funding Source, 3) Amount of Award, 4) Duration of Funding, if funded, 5) Your role in the project, e.g. PI and 6) Indicate whether the aims of the project overlap with aims proposed here.

BUDGET JUSTIFICATION
(Limit 1/2 page)

DESCRIBE MAJOR EQUIPMENT, SHARED FACILITIES AND OTHER RESOURCES, INCLUDING FACULTY OR INSTRUCTOR TIME, AVAILABLE TO PROPOSED PROJECT, WITH SPECIAL EMPHASIS ON WHAT PARTICIPATING DEPARTMENTS/UNITS/COLLEGES ARE CONTRIBUTING TO THE PROJECT

(*Limit ½ page. Reviewers use this section to assess the feasibility and sustainability of the project as proposed. Make sure to include signed department/unit/college letters of support in proposal package.*)

SHORT CV FOR THE PRINCIPAL INVESTIGATOR AND ALL CO-PRINCIPAL INVESTIGATORS

*(Include a **one-page** CV for the principal investigator and for each co-principal investigator. Each CV should list no more than 5 recent publications related to this project.)*