MINI-GRANTS and SUMMER STIPENDS
Funded by: CSU Chancellor’s Office

ADMINISTRATOR: MAE DEBRUIN
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WEBSITE LINKS FOR MORE DETAILED INFORMATION

• Academic Senate Policy on RSCA/MGSS
  http://www.csulb.edu/academic-senate/policy-statement-19-03-policy-and-procedures-for-supporting-research-scholarly-and

• ORSP Website: Internal Funding Opportunities
  http://www.csulb.edu/office-of-research-and-sponsored-programs/internal-csulb-funding-opportunities

• Internal Awards Competitions (Campus and College-based)
  https://csulb.infoready4.com  (Log-in with Campus ID/password)
WHO IS ELIGIBLE ON WHAT INTERNAL GRANT?

<table>
<thead>
<tr>
<th>Eligibility:</th>
<th>TT/T Faculty including Librarians, Counselors, &amp; Coaches</th>
<th>Full-time Lecturer Faculty</th>
<th>Part-time Lecturer Faculty</th>
<th>Probationary Faculty w/ New Faculty Reassigned Time</th>
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</thead>
<tbody>
<tr>
<td>Mini Grants*</td>
<td>Eligible</td>
<td>Eligible</td>
<td>Eligible</td>
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<tr>
<td>Summer Stipends*</td>
<td>Eligible</td>
<td>Eligible</td>
<td>Eligible</td>
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<tr>
<td>Reassigned Time*</td>
<td>Eligible</td>
<td>Eligible</td>
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<tr>
<td>Faculty Small Grants*</td>
<td>Eligible</td>
<td>Eligible</td>
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<tr>
<td>ORSP Multidisciplinary Grants</td>
<td>Eligible</td>
<td>Eligible</td>
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<td>Eligible</td>
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<tr>
<td>Summer Student Research Assistantship</td>
<td>Eligible</td>
<td>Eligible**</td>
<td>Eligible**</td>
<td>Eligible</td>
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</table>

**Joint proposal with TT/T Faculty required**
MINI-GRANTS & SUMMER STIPENDS - MGSS
(NEW FACULTY ALREADY WITH ASSIGNED TIME NOT ELIGIBLE)

• Eligibility: All members of Unit 3 (Faculty, Librarians, Coaches, and Counselors) not receiving new faculty reassigned time are eligible. Faculty members with 12-month full-time appointments are not eligible for summer stipends. Summer stipend applicants may not have additional employment in the CSU or an auxiliary equivalent to 6 WTUs or more during the summer.

• Mini-grant Maximum Award - $5,000  (Project Period AY: July 1- June 30, Work Accomplished Report: Oct 10)

• Summer Stipends – Current Vacant/Replacement Rate ($4,650 as of FY2019-20)

• Available Total Funding - $200,000

• Potential Number of Awards – 35 to 40 awards

• Application cycle begins Fall Semester (Around September-November)

• Apply via  https://csulb.infoready4.com
3.1 Mini-Grants and Summer Stipends
Faculty must select either Mini-Grant or Summer Stipend in their application.

3.1.1 Mini-Grants
Mini-grants allow recipients to test promising ideas and obtain preliminary results prior to seeking external support. Funds may be used for undergraduate and/or graduate student assistants, clerical assistance, minor equipment, and for travel and supplies necessary for the activity. These mini-grants are intended to be ‘seed money’ leading to the application for external support. Since this award is ‘seed money,’ acceptance of a mini-grant requires that the application for external funding based on the proposal be submitted within two years of the date of the award and prior to any subsequent mini-grant awards.

3.1.2 Summer Stipends
Summer stipends are equivalent to the prevailing 3-WTU Vacant Rate to support a recipient in continuance of scholarly and creative activity during the summer.
Application for CSULB
MINI-GRANT/SUMMER STIPEND (MGSS) Awards

1. NAME: _______________________________

2. DEPARTMENT: ________________________

3. ACADEMIC RANK (Check one):
   Part-Time Lecturer _____  Professor _____
   Full-Time Lecturer _____  Librarian _____
   Assistant Professor _____  Counselor _____
   Associate Professor _____  Coach _____

4. APPOINTMENT STATUS (Check one):
   Tenured _____
   Probationary _____
   Not Tenure Track _____
   FERP _____  Semester in residence: Fall _____  Spring _____  Both _____

5. TIME BASE: _____ 9 months _____ 12 months

6. HIRE DATE AT CSULB (For Tenure-Track Only) (mm/yr):

7. AWARD TYPE (Check One): (See Eligibility on application instructions)
   Mini-Grant _____
   Summer Stipend _____

8. TITLE OF APPLICATION: ____________________________
Please describe the proposed research, scholarship or creative activity. The text of the proposal must be prepared using 12 point type and 1 inch margins and may not exceed two pages in length. Please use the headings below in organizing your proposal content.

- Significance of the research, scholarship, or creative activity (10 points)
- Extent to which the methodology is appropriate to the stated purpose (10 points)
- Likelihood that the work proposed will be completed within the timeline (5 points)
- Extent to which the project will promote the faculty member's scholarly or creative development, direction, or purpose (5 points)
- Probability that the project will lead to peer-reviewed publication, exhibitions, or external grant proposals (10 points)
- Extent to which the project benefits the university mission (10 points)
Please answer all questions relating to a budget item. Failure to do so may result in no funding for that area. Assign a different priority to each category of resource. (1 = most important; 3 = least important). Indicate your priority for each item in the box and the total dollar amount for that item on the line.

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<thead>
<tr>
<th>RANK</th>
<th>DESCRIPTION</th>
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<tr>
<td>_____</td>
<td><strong>Student Assistance.</strong> Total number of hours: _______. Describe proposed use, Tasks:</td>
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<td>Indicate the total dollar amount you wish to spend on student assistance and the anticipated hourly rate: $_______ (NOTE: Contact your College ASM for help in estimating hourly rate if necessary)</td>
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<tr>
<td>_____</td>
<td><strong>Travel.</strong> Travel funds are not provided for attendance at professional meetings. Only travel essential for the conduct of a scholarly or creative project will be funded. <strong>Travel must be completed before the end of the next academic year. Student travel cannot be supported by MGSS travel funds.</strong> Purpose of Travel:</td>
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<tr>
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<td>Destination: ______________</td>
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<td>Days involved: ______</td>
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<td>Total Amount for Travel: $_________</td>
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<td>_____</td>
<td><strong>Equipment, Supplies and Services (Please provide specific descriptions and justifications):</strong></td>
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<td></td>
<td>Equipment:</td>
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<td></td>
<td>Supplies:</td>
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<td>Services:</td>
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<td>Other:</td>
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<td></td>
<td>Total Dollar Amount for Equipment, Supplies and Services: $_________</td>
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**TOTAL FOR ALL CATEGORIES: $_________**
4.1. Faculty who receive awards shall be required to submit a Report of Work Accomplished by the announced deadline to the Office of Research and Sponsored Programs. This requirement must be met whether or not a faculty member chooses to submit a subsequent scholarly and creative activities application.

4.2. The documentation of work accomplished shall include (at a minimum):
   a. What was accomplished;
   b. How what was learned, experienced, or achieved has contributed to the faculty member’s professional development. This may include how the research, scholarly, or creative activity resulting from the award has contributed to more effective teaching and enhanced student learning; and
   c. How the information will be disseminated or showcased.

4.3. Applicants who do not submit the required Report of Work Accomplished shall be automatically disqualified from receiving subsequent mini-grant, summer stipend, RSCA reassigned time, or faculty small grant awards until the required report is submitted.
ANY QUESTIONS ????