

**Dr. Kenneth H. Coale Graduate Scholar Awards**

**AY 2024-2025 Proposal Form**

**Application Deadline: ~~Wednesday, January 29, 2025, 5:00 p.m. PST~~  Wednesday, February 26, 2025, 5:00 p.m. PST**

**A complete application includes:**

1. A completed **Application Form** via our InfoReady platform: [**https://calstate.infoready4.com/#freeformCompetitionDetail/1960322**](https://calstate.infoready4.com/#freeformCompetitionDetail/1960322)
   * In addition to providing your information on the online **InfoReady Application Form**, you will be prompted to upload:
     1. This **Proposal Form** as both a Word and PDF file named as follows: *LastName\_FirstName\_Proposal.docx* and *LastName\_FirstName\_Proposal.pdf*.
     2. A signed **Department Commitment Form** if any funding is requested to go to the student’s department.
2. A signed letter of recommendation submitted by your CSU Advisor via our InfoReady platform.

**Instructions to complete the InfoReady Application Form to submit this Proposal Form:**

1. Log into your [**InfoReady account**](https://calstate.infoready4.com/#freeformCompetitionDetail/1960322).
   * You can log into InfoReady using your CSU campus SSO credentials by selecting “CSU User Weblogin”
     1. CSU LOGIN ALERT: There is a known problem for users trying to log in using their campus Single Sign On credentials from these campuses:
        + Dominguez Hills, East Bay, Los Angeles, San José, San Marcos, Stanislaus
     2. Those users should instead select the "Register" button when they reach the login screen (bottom of the gray panels on the left) and create a new account.
2. Click “**APPLICATION FORM**” at the bottom of the [**InfoReady Program Announcement**](https://calstate.infoready4.com/#freeformCompetitionDetail/1960322) to begin your application to the program.
   * Should you need to navigate away from the site or close your browser before completing the application, please click ‘Save as Draft’ to ensure your work is saved. You will be able to find and resume your application by clicking ‘Applications’ in the top navigation as long as you click Save as Draft.
3. Complete the prompted information and upload this **Proposal Form** as both a Word and PDF document using the naming convention above.
   * Under the Letter of Recommendation (LOR) section, enter the email address of your CSU Advisor who will be providing a LOR on your behalf. Once your application is submitted, your CSU Advisor will receive an automatic email from InfoReady with instructions on how to submit a signed LOR on your behalf through InfoReady.
4. To submit your application, first click “Review” to provide one final review before clicking the “Submit” button at the bottom of the page. Once you hit submit, your application cannot be edited. You are responsible for ensuring you have received a confirmation email from InfoReady of successful submission. Contact [csucoast@csumb.edu](mailto:csucoast@csumb.edu) if this is not received within 24 hours of submission. **You will only be able to submit an application once.**

**Please read the** [**COAST Award Announcement**](https://www.calstate.edu/impact-of-the-csu/research/coast/funding/Pages/Coale_Grad_Scholar_Awards.aspx) **in its entirety for full details and instructions, including information required for each of the following sections. All the boxes below will expand as you type.**

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| --- | --- | --- | --- | --- | --- |
| **Project Description (65 points total): 1,500-word maximum; any text over this limit will be redacted** | | | | | |
|  | | | | | |
| **References (0 points): no limit** | | | | | |
|  | | | | | |
| **Timeline (10 points total): 250-word maximum; any text over this limit will be redacted.**  **Please note:** If you reference activities occurring prior to May 15, 2025, for context, be sure to clearly identify the activities an award would fund. **Requests for funds for expenses or work done prior to start date will result in your application being returned without review.** | | | | |
|  | | | | |
| **Need for Research (7 points total): 250-word maximum; any text over this limit will be redacted** | | | | |
|  | | | | |
| **Relevance to state of California (3 points total): 100-word maximum; any text over this limit will be redacted** | | | | |
|  | | | | |
| **Budget and Justification (15 points total)** | | | | | | |
| Example Budget (to use this format, erase the content below and add additional rows as necessary; alternatively, you are welcome to create your own table):  **Please note:** Funds can only be requested for costs incurred ON or AFTER the project start date (May 15, 2025). Award funds may not be used for activities that occur prior to this date. **Requests for funds for expenses or work done prior to start date will result in your application being returned without review.** | | | | | | |
| **Item/Description** | **Unit Price** | **Quantity** | **Amount to Awardee (via Financial Aid)** | **Amount to Department** | | |
| Pole spear bands | $4.50 | 5 | - | $22.50 | | |
| Small vessel hours | $30.00/hour | 12 | - | $360.00 | | |
| Nitrile gloves (200/box) | $30.00 | 3 | - | $90.00 | | |
| Vials for otolith storage (144/box) | $98.00 | 2 | - | $196.00 | | |
| Radioisotope analysis at UC Davis | $99.00/sample | 10 | - | $990.00 | | |
| 3µm silicon carbide abrasive polishing film for otolith sectioning (25-count) | $81.50 | 1 | - | $81.50 | | |
| Living Expenses (2 months) | - | - | $1260.00 |  | | |
| Tuition | - | - | $1,000.00 |  | | |
| *Subtotals:* | | | *$2,260.00* | *$1,740.00* | | |
| **Grand Total** | | | **$4,000.00** | | | |

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| **Justification (250-word maximum; any text over this limit will be redacted):** |

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**Save as both a Word document and a PDF file named as follows:**

***LastName\_FirstName\_Proposal.docx* and *LastName\_FirstName\_Proposal.pdf*.**

Upload both files, along with your Department Commitment Form (if needed), to InfoReady.

Within 24 hours of application submission through InfoReady, you will receive a confirmation email. Please save this confirmation email; if you do not receive a confirmation email, please contact Kimberly Jassowski ([kjassowski@csumb.edu](mailto:kjassowski@csumb.edu)) to ensure your application was received. **This is your responsibility.**