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**Short course, workshop and symposium**

**Funding Program AY 2023-2024**

**Signature Pages**

This two-page form must be completed for each department with one or more PIs requesting funding through the Short Course, Workshop and Symposium Funding Program. By signing this form, all parties agree to the following:

* I approve the PI’s request for additional academic year employment or summer salary.
* COAST Short Course, Workshop and Symposium Funding Program funding originates from legislatively appropriated funds and will be transferred to the award recipient’s campus by Interagency Financial Transaction (IFT).
* Awardees will work with their campus accounting staff to designate the location for award financial management. This location may include the awardee’s college, department, or an auxiliary, research foundation, or corporation (hereafter referred to as auxiliary).
* If the award is administered by the awardee’s college, the awardee’s department may be asked to assist in implementing the award.
* If an auxiliary is designated for award financial management, the auxiliary will incur project expenses and then invoice the state side.
* **Regardless of where awards are managed, they are not subject to campus indirect costs (facilities and administrative fees)[[1]](#footnote-1) or any other type of fee from any source.**

All information except signatures must be typed. Wet, digital and electronic signatures are acceptable. Forms must be scanned and included with the rest of the application materials in one single pdf file sent to [csucoast@csumb.edu](mailto:csucoast@csumb.edu).

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| **Proposed Short Course/Workshop/Symposium Title:** | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | |
| **Amount of Funding Requested:** | | | | | |  | | | | | | | | |
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| **Principal Investigator(s)** | | | | | |  | | | | | | | | |
| Name: | | |  | | | Campus: | | | | | | |  | |
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| **Chair:** | | | | |  | | | | Department: | | | | | |
|  |  | | | |  | | | |  |  | | | | |
| Email: | | | | |  | | | | Phone: | | | | | |
|  |  | | | |  | | | |  |  | | | | |
| Signature: | |  | | | | | | | | |  | Date: | |  |
| **Dean:** | | | |  | | | College: | | | | | | | |
|  |  | | |  | | |  |  | | | | | | |
| Email: | | | |  | | | Phone: | | | | | | | |
|  |  | | |  | | |  |  | | | | | | |
| Signature: | |  | | | | | | | | |  | Date: | |  |
| **Dean’s Resource Manager/Budget Analyst:** | | | |  | | |  | | | | | | | |
|  |  | | |  | | |  |  | | | | | | |
| Email: | | | |  | | | Phone: | | | | | | | |
|  |  | | |  | | |  |  | | | | | | |
| Signature: | |  | | | | | | | | |  | Date: | |  |
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| **Campus Pre-Award Officer:** | | | |  | | |  | | | | | | | |
|  |  | | |  | | |  |  | | | | | | |
| Email: | | | |  | | | Phone: | | | | | | | |
|  |  | | |  | | |  |  | | | | | | |
| Signature: | |  | | | | | | | | |  | Date: | |  |

1. Provisional Guidance on Allowability of Indirect (F&A) Costs on CSU Internal Grant Proposals: Grants issued from CSU lottery funds, student fees (including State University fees) or other legislatively appropriated funds, as a result of a competition within the CSU, shall not be subject to indirect/F&A costs. Indirect cost will not be allowed as a grant-funded expense in proposals submitted in response to RFPs from programs that receive the majority of their support from student/university fee revenue or lottery funds. However, the F&A foregone at the campus/auxiliary's federally negotiated off-campus rate may be shown as cost match on the proposal. This amount may also be used by the auxiliary or enterprise fund as an offset to the university’s cost allocation plan, in accordance with EO 753/1000. [↑](#footnote-ref-1)