



<http://www.csuci.edu/ira/index.htm>

Application
Instructionally Related Activities Funds Request
2011-2012 Academic Year
DEADLINE: Fall and Academic Year 3/31/11
Spring 2012 deadline is 10/31/11

Applications must first be sent to the appropriate program chair. Chairs will then recommend and route them to the Dean's Office for review and authorization. The Dean's Office will then forward them to the IRA Committee for consideration.

Activity Title: *Earth Day Celebration*

Project Sponsor/Staff (Name/Phone): **John Griffin / Dan Wakelee**

Activity/Event Date(s): **April 20, 2012**

Date Funding Needed By: **February 1, 2012**

***Please Note that for Fall Requests the earliest that you will be notified of funding availability will be early June 2011 and for Spring Requests early January 2012.*

Please check if any of the following apply to your IRA:

- | | |
|--|---|
| <input type="checkbox"/> Equipment Purchase | <input type="checkbox"/> Field Trip |
| <input checked="" type="checkbox"/> Event | <input type="checkbox"/> Participant data collection for public dissemination, i.e. interviews/surveys that result is a journal/poster session/newsletter |
| <input type="checkbox"/> IT Requirements | <input type="checkbox"/> Risk Management Consultation |
| <input type="checkbox"/> International Travel | <input type="checkbox"/> Late Submission |
| <input checked="" type="checkbox"/> Space/OPC Requirements | |
| <input type="checkbox"/> Infrastructure/Remodel | |
| <input type="checkbox"/> Other _____ | |

Previously Funded: YES NO Yes, Request # _____

*If previously funded, please attach copy of IRA Report

Does your proposal require IRB (Institutional Review Board) approval: Yes No

Assessment submitted for previously Funded Activity: YES NO

Academic Program or Center Name and Budget Code: **Political Science** 769

Date of Submission: **October 31, 2011**

Amount Requested: **\$1,500**
 (Should match item 2. E. on page 4)

Estimated Number of Students Participating: **250**

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Conditions and Considerations

Equipment Purchase-If requesting large equipment, Project Sponsor must show proof of correspondence with OPC Administration. In addition, all other purchases must follow Procurement Guidelines.

Events-For a large event, consultation with the events coordinator is recommended.

Participant Data Collection for Public Dissemination-If Project Sponsor proposes to conduct research with human participants then it may be subject to IRB (Institutional Review Board for the Protection of Human Subjects) review. It is the Project Sponsor's responsibility to inquire with the IRB **prior** to IRA application submission to determine if the project is exempt from IRB review so that funding is not delayed. Please indicate on the cover page if your project is exempt from IRB review.

Field Trip-If approved, Identified Risks of Participation and Release Agreement must be submitted for each student to the Program Office (Public Folders-HR Forms).

IT Requirements-Requires proof of correspondence and approval from IT Administration

International Travel-Requires International Travel application be submitted to Center for International Affairs.

Risk Management Consultation-Requires proof of correspondence with Risk Management.

Space/OPC Requirements, Infrastructure/Remodel-Requires proof of correspondence with OPC Administration .

Late Submission - Requires explanation for emergency funding.

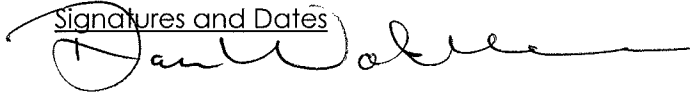


Fiscal Management: Project Sponsor's program will be responsible for all costs incurred over and above what is funded through the IRA award and will be responsible for seeing that any revenue that is intended to offset the amount of the IRA award is transferred accordingly.

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Requirements and Signatures

Please provide the following in your application:

1. **Brief Activity Description.** Describe the activity and its relationship to the educational objectives of the students' program or major.
2. **Relation to IRA to Course Offerings.** All IRAs must be integrally related to the formal instructional offerings of the University and must be associated with scheduled credit courses. Please list all classes that relate to the program proposed.
3. **Activity Assessment.** Describe the assessment process and measures that the program will use to determine if it has attained its educational goals. **Please note a report will be due at the end of the semester.**
4. **Activity Budget.** Please enclose a complete detailed budget of the entire Activity **bold** specific items of requested IRA funding. (Page 4)
5. **Sources of Activity Support.** Please list the other sources of funding, and additional support for the activity.
7. **Acknowledgment.** Project Sponsor and Program Chair acknowledge that they have reviewed and accepted the Conditions and Considerations detailed on page 2.

<u>Signatures and Dates</u>	
	10-31-11
<hr/>	
Project Sponsor	Date
	10/31/11
<hr/>	
Program Chair/Director	Date
	10/31/11
<hr/>	
Academic Affairs AYP	Date

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ACTIVITY BUDGET FOR 2011-2012

1. Operating Expense Budget

A. Supplies	100	_____
B. Vendor Printing	50	_____
C. In-State Travel		_____
D. Out-of-State Travel		_____
E. Equipment Rental		_____
F. Equipment Purchase		_____
G. Contracts/Independent Contractors		_____
H. Honorarium	1500	_____
I. OPC Chargeback	250	_____
J. Copier Chargeback		_____
K. Other (Please Specify)		_____
 TOTAL Expenses	 1900	 _____

2. Revenue

A. Course Fees		_____
B. Ticket Sales		_____
C. Out of Pocket Student Fees (exclusive of course fees)		_____
D. Additional Sources of funding (Please specify And indicate source)	400 (sustainability – Asst Provost)	_____

Total Revenue _____ 400 _____

E. Total Requested from IRA _____ 1,500 _____

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Supplemental Information

The 2012 CSU-CI Earth Day Celebration

Activity Description

The 2012 CSU-CI Earth Day Celebration event is planned to coincide with similar events taking place all over the world aimed at raising awareness and appreciation for the Earth's environment. The event will feature a keynote speaker, a panel discussion that includes local environmental leaders in various fields, and an experiential learning activity for students. All this is expected to take place over a four (4) hour period. The event will be held on campus. Funds are requested to bring speakers (including a keynote) to campus and prepare for the event. Additional one-time funding from Academic Affairs will be used to publicize the event and supplement speaker honoraria.

Relation to Course Offerings

The proposed activity will be relevant to many courses offered at CI, particularly to those in the physical sciences, business, and social sciences. The activity will have general relevance to all students and staff given that environmental sustainability is one of the university's strategic priorities.

In particular, the following courses would directly benefit from this activity: Organismal and Population Biology (BIOL 200), Evolutionary Biology (BIOL-303), Scientific & Profession Ethics (BIO/MGT-326), Ecology & The Environment (BIOL-433), Environmental Chemistry Soil & Water (CHEM-302), Intro Environmental Science/Resource Management (ESRM-100), Conservation Biology (ESRM-313), Environmental Law and Policy (ESRM-329), Special Topics in Sustainability (ESRM-490), Environmental History (ESRM-342), and Science and Public Policy (POLS-345), to name but a few.

Activity Assessment

The primary assessment measure that will be used is headcount of participants. The main goal of the event is to generate student participation. The learning outcome is to generate awareness for the magnitude of the issue and to encourage students to start planning for changes in their personal behaviors and campus practices that positively impact the environment.

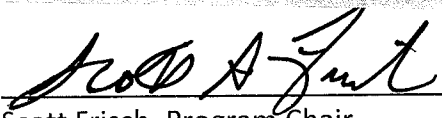
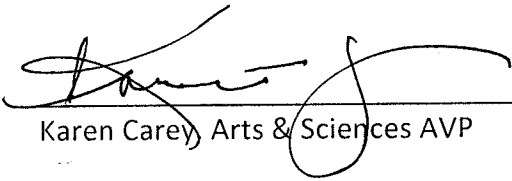
Activity Budget

2012 CI Earth Day Celebration

Publicity	50.00
OPC charges	250.00
Honoraria	1500.00
Supplies	100.00
	\$ 1,900.00

Sources of Activity Support

Supplementary funding (\$400) from Academic Affairs.

John Griffin Dan Wakelee	_____	<u>10-31-2011</u>
Scott Frisch	mics _____	Date
Karen Carey	_____	<u>10-31-11</u>
		Date
	_____	<u>10-31-11</u>
Scott Frisch, Program Chair		Date
	_____	<u>10/31/11</u>
Karen Carey, Arts & Sciences AVP		Date