



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

Application
Instructionally Related Activities Funds Request
2012-2013 Academic Year
DEADLINE: Fall and Academic Year 3/31/12
Spring 2013 deadline is 10/31/12

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: UNIV 392: Culture and Commerce in Taiwan, Republic of China

Project Sponsor/Staff (Name/Phone): Dr. William E. Wagner III (x3314) and Dr. Minder Chen (x2683)

Activity/Event Date(s): January 4, 2013 - January 17, 2013 (during the winter break and may vary by a few days)

Date Funding Needed By: ASAP so that we can recruit students to enroll in the class for Fall 2012.

***Please Note that for Fall Requests the earliest that you will be notified of funding availability will be early June 2012 and for Spring Requests early January 2013.*

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

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

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 **N/A**

Academic Program or Center Name and Budget Code: Sociology; Business and Economics

Date of Submission: March 13, 2012

Amount Requested: **\$ 42,435.40**
(Should match item 2. E. on page 6)

Estimated Number of Students Participating: 20

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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.

7. **Acknowledgment.** Project Sponsor and Program Chair acknowledge that they have reviewed and accepted the Conditions and Considerations detailed on page 2.

Billy Wagner

Andrew Morris

William Cordeiro

Elizabeth

Hartung

Minder Chen

2/13/12

Date

1/13/12

Date

3-13-12

Date

3-16-12

Date

Karen Carey

3/14/12

Date

| Number of Students | | 20 | | | |
|--------------------|---|---------------------------------|-------------|-------------|-------------------------------------|
| Number of Faculty | | 2 | | | |
| I | Students traveling expenses: | Cost/ea | # Requested | Total | Comments |
| | Airfare | \$1,500.00 | 20 | \$30,000.00 | |
| | transit/shuttle/taxi fees | Ground Transportation \$ 100.00 | 20 | \$2,000.00 | |
| | \$55/night est., 12 nights | Hotel Accommodations \$ 660.00 | 20 | \$13,200.00 | |
| | | Registration Fees \$ - | 0 | \$ - | |
| | National Palace Museum, etc. | Entrance Fees \$ 45.00 | 20 | \$900.00 | |
| | 3 pre-paid meals @\$25ea, others out-of pocket | Meals \$ 75.00 | 20 | \$1,500.00 | |
| | 2 group cultural events @\$50 ea | Cultural Activities \$ 100.00 | 20 | \$2,000.00 | |
| | | Travel Insurance \$ 50.00 | 20 | \$1,000.00 | |
| | | Vehicle/Van Rental \$ - | 0 | \$ - | |
| | Other: tours | \$ 190.00 | 20 | \$3,800.00 | |
| II | Faculty Traveling Expenses: | Cost/ea | # Requested | Total | Comments |
| | Airfare | \$ 1,500.00 | 2 | \$3,000.00 | |
| | transit/shuttle/taxi fees | Ground Transportation \$ 100.00 | 2 | \$200.00 | |
| | \$55/night est., 12 nights | Hotel \$ 660.00 | 2 | \$1,320.00 | |
| | | Registration Fees \$ - | 0 | \$ - | |
| | National Palace Museum, etc. | Entrance Fees \$ 45.00 | 2 | \$90.00 | |
| | 3 pre-paid meals @\$25ea | Meals \$ 75.00 | 2 | \$150.00 | |
| | 2 group cultural events @\$50 ea | Cultural Activities \$ 100.00 | 2 | \$200.00 | |
| | | Travel Insurance \$ 50.00 | 2 | \$100.00 | |
| | Other: communication expenses + group meals & entrance fees for local collaborators | \$ 590.00 | 1 | \$590.00 | ** |
| | Other: tours | \$ 190.00 | 2 | \$380.00 | ** |
| III | Operating Expense Budget | Cost | Comments | | |
| | minimal materials for trip | Supplies \$ 50.00 | | | |
| | flyers, etc., handouts | Printing/Copying \$ 125.00 | | | |
| | Other: | \$ - | ** | | |
| | Other: | \$ - | ** | | |
| | Other: | \$ - | ** | | |
| IV | Out of Pocket Student Expenses | Cost/ea | Comments | | |
| | Health Insurance | n/a | | | Not funded by IRA or the University |
| | Tuition/Registration | n/a | | | Not funded by IRA or the University |
| | Other: | n/a | | | Not funded by IRA or the University |
| | Other: | n/a | | | Not funded by IRA or the University |
| | Total costs of the trip | \$60,430.00 | | | |
| | Total Student Traveling Expenses | \$54,400.00 | | | |
| A | Maximum IRA funding @ 2/3rd total cost | \$36,230.40 | | | |
| | Remaining 1/3 is payable by students through course fee | \$18,169.60 | | | |
| B | Faculty Travelling Expenses, funded at 100% | \$6,030.00 | | | |
| C | Operating Expenses, funded at 100% | \$175.00 | | | |
| | Total IRA funding Requested (Total of A, B & C) | \$42,435.40 | | | |
| | Out of Pocket Student Expenses, not funded by the University | \$18,169.60 | | | |