



<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: Natural and Cultural History of Costa Rica**

Project Sponsor/Staff (Name/Phone): Brad Monsma (x8948) Don Rodriguez (x8494)

Activity/Event Date(s): March 16- March 24, 2013 (Spring Break 2013)

Date Funding Needed By: August 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:**

- |   |   |
|---|---|
| <input type="checkbox"/> Equipment Purchase     | <input type="checkbox"/> Field Trip   |
| <input 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 type="checkbox"/> Space/OPC Requirements |   |
| <input type="checkbox"/> Infrastructure/Remodel |   |
| X Other __UNIV 392_____                         |   |

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: ESRM (767) ENGL (730)

Date of Submission: April 2, 2012

Amount Requested: 38,842.60  
 (Should match item 2. E. on page 4)

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.

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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.

Based at field research stations in San Ramon and Puntarenas, participants will learn about and participate in a variety of coastal and interior conservation studies, featuring aquatic and terrestrial research. Students will also study the scholarship and the work of local authors to appreciate historical and cultural contexts of the conservation work. Students will also participate in a community-based restoration programs and consider the opportunities and delimmias of ecotourism. This course will allow students to experience relationships between core facets of CSUCI's mission: interdisciplinarity, international and multicultural experience, and service learning. Moreover, students will participate in a learning community in which their own perspectives are both valued and challenged by others and by real-life situations. Writing will play a significant role in demonstrating learning outcomes both at the field site and upon return to campus.

Detailed description of facilities, personnel, community, research goals, types of field work, travel details will be availble by the start of the semester prior to travel during Spring Break.

Learning Objectives:

Upon Completion of this course students will be able to:

- articulate an interdisciplinary understanding of the complexities of international conservation
- demonstrate an understanding of the relationship between conservation initiatives and the local community
- demonstrate a familiarity with field research techniques used during the project (for example GIS data collection, identification of species, and recording of species behavior)
- analyze the effectiveness of service learning activities

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.

The field research portion of this course relates directly to the ESRM curriculum, which emphasizes direct experience as well as understanding conservation goals within wider cultural, political, and ecological contexts. The literary, writing and cultural study aspects of the course may also attract Spanish majors and English majors seeking international and multicultural experiences. Communication majors emphasizing environmental

mediation may also see direct connections to their courses. The service aspect of the course provides an opportunity for students from any major to connect with the university mission.

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.**

The culminating assessment of the course will be a poster session open to the university community in which students work in teams to represent the research they've participated in as well as their learning in other aspects of the course. Students will also be evaluated as to the quality and consistency of their participation in all aspects of the course.

4. **Activity Budget.** Please enclose a complete detailed budget of the entire Activity **bold** specific items of requested IRA funding. (Page 4)

See Attached

5. **Sources of Activity Support.** Please list the other sources of funding, and additional support for the activity.

No formal support, but it's worth saying that our partner organization, The Great Basin Institute, contributes a great deal of staff time and expertise that is not reimbursed by the level of our funding. They view this as an outreach opportunity to expand their knowledge and connections internationally and to make a contribution to communities and ecosystems in Costa Rica.

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

Signatures and Dates

Brad Monsma

Brad Monsma 4/2/12  
Date

Don Rodriguez

DON RODRIGUEZ 4/2/12  
Date

Karen Carey

Karen Carey 4/2/12  
Date

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**ACTIVITY BUDGET FOR 2012-2013**

1. Operating Expense Budget

- A. Supplies \_\_\_\_\_ See Attached \_\_\_\_\_
- B. Vendor Printing \_\_\_\_\_
- C. In-State Travel \_\_\_\_\_
- D. Out-of-State Travel \_\_\_\_\_
- E. Equipment Rental \_\_\_\_\_
- F. Equipment Purchase \_\_\_\_\_
- G. Contracts/Independent Contractors \_\_\_\_\_
- H. Honorarium \_\_\_\_\_
- I. OPC Chargeback \_\_\_\_\_
- J. Copier Chargeback \_\_\_\_\_
- K. Other (Please Specify) \_\_\_\_\_
  
- TOTAL Expenses \_\_\_\_\_

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) \_\_\_\_\_

Total Revenue \_\_\_\_\_

**E. Total Requested from IRA** \_\_\_\_\_

Number of Students		20			
Number of Faculty		2			
	Students traveling expenses:	Cost/ea	# Requested	Total	Comments/Ad
	Airfare	\$ 850.00	20	\$ 17,000.00	
	Ground Transportation	\$ 55.00	20	\$ 1,100.00	
	Hotel Accommodations	\$ 1,000.00	20	\$ 20,000.00	
	Registration Fees	\$ -	0	\$ -	
	Entrance Fees	\$ -	0	\$ -	
	Meals	\$ 350.00	20	\$ 7,000.00	
	Cultural Activities	\$ -	0	\$ -	
	Travel Insurance	\$ -	0	\$ -	
	Vehicle/Van Rental	\$ 3,000.00	2	\$ 6,000.00	
	Other:	\$ -	0	\$ -	
<b>II</b>	<b>Faculty Traveling Expenses:</b>	<b>Cost/ea</b>	<b># Requested</b>	<b>Total</b>	<b>Comments/Ad</b>
	Airfare	\$ 850.00	2	\$ 1,700.00	
	Ground Transportation	\$ 55.00	2	\$ 110.00	
	Hotel Accommodations	\$ 1,000.00	2	\$ 2,000.00	
	Registration Fees	\$ -	0	\$ -	
	Entrance Fees	\$ -	0	\$ -	
	Meals	\$ 350.00	2	\$ 700.00	
	Cultural Activities	\$ -	0	\$ -	
	Travel Insurance	\$ -	0	\$ -	Student purch.
	Other:	\$ -	0	\$ -	**
	Other:	\$ -	0	\$ -	**
<b>III</b>	<b>Operating Expense Budget</b>	<b>Cost</b>	<b>Comments/Additional Notes: Please be Specific</b>		
	Supplies	\$ -			
	Printing/Copying	\$ 300.00	advertising posters and research posters for campus pres.		
	Other:	\$ -	**		
	Other:	\$ -	**		
	Other:	\$ -	**		
<b>IV</b>	<b>Out of Pocket Student Expenses</b>	<b>Cost/ea</b>	<b>Comments/Additional Notes: Please be Specific</b>		
	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
<b>Total costs of the trip</b>				
	Total Student Traveling Expenses			\$ 51,100.00
A	<b>Maximum IRA funding @ 2/3rd total cost</b>			<b>\$ 34,032.60</b>
	Remaining 1/3 is payable by students through course fee			\$ 17,067.40
B	Faculty Travelling Expenses, funded at 100%			\$ 4,510.00
C	Operating Expenses, funded at 100%			\$ 300.00
	<b>Total IRA funding Requested (Total of A, B &amp; C)</b>			<b>\$ 38,842.60</b>
	Out of Pocket Student Expenses, not funded by the University			\$ 17,067.40