



Mini Grant FAQ

BUDGET

Q: Is food an allowable cost?

A: Unfortunately, it is not! NIH has restriction on food purchases.

Q: What are the other allowable costs?

A: Summer salary, incentives for participants, local travel, mileage, software licenses for data analysis, transcriptions, recording devices.

Q: Can we ask for consultant fees?

A: Yes, as long as they are well justified in the budget. Consultants that are already vendors in the SF State system are preferred in order to make payment process more facile.

Q: Can UCSF be paid as a consultant?

A: No, UCSF cannot be paid as a consultant.

Q: What are the standard student hire rates?

A: The minimum hourly rate for students is \$10.50 and the maximum is \$17.78.

Q: Are there any time constraints for student hires?

A: Student can work no more than 20 hours during the spring and fall semester, and 40 hours during the intersession.

PROPOSAL LOGISTICS

Q: Is the 6-page limit inclusive of references and the mentorship plan?

A: No. Neither the reference nor the mentorship plan are part of the six-page limit. The mentorship plan has a 1-page limit and there are no page restrictions on the references.

Q: Can the study include communities outside of San Francisco?

A: The primary focus of the study should be a San Francisco community, but you are welcome to include a supplementary study of communities outside of San Francisco. As indicated in the RFA, priority will be given to proposals that address issues of social justice and health inequalities that are relevant to SFSU students and the San Francisco community.

Q: Should our proposal arch more towards a biological science, public health or educational equity lens?

A: You should aim to use a public health/biomedical lens.



Q: How many mini-grants will be granted?

A: A maximum of (4) mini-grants will be awarded this grant period.

Q: Does the proposal need to include a randomized controlled trial (RCT) in order to assess the rigor of the intervention?

A: No, an RCT is not necessary.

Q: Are there additional considerations when working with high school aged students?

A: Yes. The IRB considers children a “vulnerable” group requiring additional protection. You will need to get a special IRB approval.

Q: How long can the project title be?

A: The title is limited to 200 characters, including spaces and punctuation.

Q: Do investigators need to complete the “Other Support Form” if they don’t currently have any other forms of support? If so, do they just indicate on one of the fields no other forms of support?

A: Investigators need to indicate the SFBUILD Mini-Grant application as a pending support.

Q: For the Other Support form, what is the project number for the SF BUILD mini-grant so I can list it in my pending list?

A: Please put “n/a” for the SFBUILD mini-grant project number.

APPLICANT

Q: Are there requirement for who can apply?

A: Yes. We do ask that applicants are tenured, on a tenure track or apply along with another faculty who is tenured.

FUTURE FUNDING

Q: Will SF BUILD mini grants be available next year?

A: Yes. mini grants will be available next year, but study areas may change.