

From: Dr. Yunfei Hou, Executive Director, Leonard Transportation Center

Subject: Call for 2025 Research Faculty Fellowships

DUE: Dec. 1, 2025

Program Description

The Leonard Transportation Center Faculty Fellowship program recognizes and supports non-tenured and tenured faculty in the Inland Empire (IE) region to conduct transportation-related research in the IE. The one-year fellowship provides a stipend up to \$10,000 per faculty member team. Two faculty members could join together as a team and obtain \$20,000 in funding to conduct a joint research project. Funds can be used for summer stipend, course release (with approval from department chair and college dean), conference travel, materials, and student support. The LTC plans to provide fellowships to two faculty members for the 2025-26 year.

The fellowship supports faculty from multidisciplinary fields to test new research ideas, pursue unique collaborations, provide solutions to real world problems, and build a network of colleagues who share their interest in improving the livability of the local community. Research topics that look into issues of sustainability/resiliency, social equity, and emerging technologies are strongly encouraged. Additionally, we will support collaborative teams of faculty members, and between faculty and students. All academic disciplines are encouraged to apply, including but not limited to:

1. Data/Computer Science
2. Geography
3. Policy and Urban Studies
4. Criminal Justice
5. Supply Chain/Logistics
6. Psychology
7. Cybersecurity
8. Finance
9. Management
10. Physical Sciences
11. Engineering fields

Eligibility

All non tenured and tenured faculty in a university/college located in the Inland Empire are eligible to apply.

Submission Guidelines

The following submission guidelines should be followed:

- Applications are due by Dec.1, 2025. Award decision will be announced on Dec. 20, 2025
- Work Plan can be started in the spring semester or summer of 2026 and can be up to 12- months.



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- Application and proposal can be found on the LTC website and must be submitted to lrc@csusb.edu
- The research proposal should not exceed four pages plus budget and appendices.
- All supporting documentation should be submitted at the time of the application submission. This includes the signature of your department chair and dean noting their understanding of the request and any obligations at the department/college level.

Proposal Format

The proposal should include the following sections, for a maximum of four pages:

1. Abstract
2. Project description
 - a. Describe the purpose and focus of the project
 - b. Describe the intellectual merit/importance and innovation of the research;
 - c. Discuss how it will advance knowledge in the field, serve society/community, etc.
3. Project Procedures/Methodology
 - a. Describe how the project will be carried out; what methods and procedures will be followed
 - b. Discuss estimated timelines for the proposed methods and procedures
4. Assessment
 - a. Describe the project outcomes expected to result from the proposed project. For example, this includes a publication or conference presentation that is peer-reviewed, external grant proposal, etc. These will be included in the LTC's portfolio of projects.
5. Budget and Appendix
 - a. Complete the budget form
 - b. Student involvement, describe student(s) involvement with this project (student involvement is optional)
 - c. Qualifications describe the relationship of this project to your scholarly agenda (past work and future plans/goals)

Selection Criteria:

Selection for this award is based on three criteria:

1. Intellectual merit of research – 25 points
2. Research innovation that is relevant to the mission of the Leonard Transportation Center – 25 points
3. Impact on local society demonstrated through scientific leadership, education, or community outreach -- 15 points
4. Research is focused on social equity, sustainability/community resiliency and/or smart technologies. - 25 points
5. Is the project relevant to the IE? – 25 points
6. Is this interdisciplinary and collaborative research? – 10 points
7. Students or other faculty included in the project – 15 points
8. Methodological soundness of the work – 25 points
9. Feasibility of the work as outlined in the work plan (timeline and budget) – 15 points

Fellowship Obligations

1. Mid-point presentation and report: with a spending report at will be written and submitted to the LTC and presented to LTC's advisory council during one of its quarterly meetings.

2. Final product: Submitted within 2 months after project completion. The output can be a grant proposal that includes funding for the LTC or a peer-reviewed research publication/conference presentation that will be included in the LTC's research portfolio.
3. Participate and encourage students to engage in LTC programs and activities.



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LTC Faculty Research Fellowship

You may request:

- (1) 100% stipend
- (2) any portion of the 10,000 as stipend with the remainder for expenses
- (3) or zero stipend, where all funding will be used for supplies and other expenses.

Amounts Requested

Category	Budget Amount	Description
Stipend		Wages
Grad/UG Students		Hiring students to assist with your research.
Materials & Supplies		Describe details below.
Conference Travel		Total of travel expenses, provide details below.
Other		Describe details below.
Total:	\$	

Summary

Stipend		
Expense Items		
Total:	\$	Total should not exceed \$10,000 per faculty.

Budget Justification is Required:

Please type in box at right: