

UNIVERSITY OF CALIFORNIA ALIANZA MX
CALL FOR PROPOSALS: SMALL GRANTS FOR CONFERENCES & TRAVEL
FALL 2025-WINTER 2026

Opening: Monday, April 28
Closing: Friday, July 4 (extended)

Alianza MX announces a call for proposals for small grants to support the following activities:

- Presenting research at a conference or workshop or performing at an event in Mexico; or
- Hosting a conference, workshop, or performance related to Mexico at a UC campus.

Through this call, University of California (UC) researchers can apply for up to USD \$5,000 in funding for activities scheduled to take place from September 1, 2025 to February 28, 2026.

Eligibility

- Only UC employees eligible under [UCOP Principal Investigator \(PI\) Guidelines](#) may submit proposals. *Note: Students and postdoctoral scholars cannot submit proposals.*
- The PI may submit only one proposal in response to this call and must propose unique activities that are not included in a current funding award or an active proposal submitted to Alianza MX.
- Any PI that has previously received a funding award from Alianza MX must submit required final reports for that award before they can receive funding through this call.

Budgets

Allowable expenses include the following:

- Domestic and international travel costs for the PI and/or invited presenters or performers.
- Event hosting costs at a UC campus.

Funding awards may not be used for the following:

- Travel to Mexico which does not include a presentation or performance by the PI.
- Salary payments to the PI or other academic salaries, including research/teaching assistants.
- Student tuition or academic fees.
- Event hosting costs at Casa de la Universidad de California in Mexico City.
- Reimbursement for activities that occur before September 1, 2025.
- Indirect costs or institutional overhead assessments.

Conditions

- Alianza MX support must be acknowledged in publications, extramural funding proposals, and/or other materials that directly result from this funding award.
- Funding award recipients must submit a final report of their activities and include copies of conference reports, publications, proposals, and/or other relevant materials.

Submission of Proposals

The following items must be submitted for the proposal to be considered complete:

- ☐ **Cover Page:** Include contact information for the PI, department administrator to receive and administer the funding award, and the relevant UC campus Research or Contracts & Grants Office. Max. 1 pp. *(Note: Funding awards are administered as intramural funding. Proposals should be reviewed by the PI's sponsored projects office prior to submission.)*
- ☐ **Project Plan:** Provide a narrative statement explaining the request for funds, including a timeline of proposed activities. Max. 2 pp.
- ☐ **Participant info:** Provide CV for the PI and professional bios for additional project participants (e.g., invited speakers hosted at an event). Max. 2 pp per CV and 1 pp per additional bio.
- ☐ **Budget:** Provide a summary of planned expenditures, including travel for conference or workshop presentations and/or event hosting costs at a UC campus (e.g., academic honoraria, audiovisual services, facilities fees, and meals). Max. 1 pp.
- ☐ **Conference Materials:** For travel to present at an event in MX, include the invitation or acceptance of paper. For event hosting at a UC campus, include a draft agenda. Maximum 3 pp.
- ☐ **Matching Funds (if applicable):** Proposals that include documentation of matching funds provided by a UC campus or extramural sources will be considered favorably.

Review Process and Criteria

Proposals will be reviewed and selected by an evaluation committee organized by Alianza MX. In addition to such standard criteria as quality, clarity, and feasibility of the proposal, the evaluation process will also assess its potential to advance novel or unique forms of collaboration between the UC system and partners in Mexico. Neither pre-review of proposals nor reviewer comments will be provided. Proposal selections for funding awards will be final.

Applicants should verify that participants listed in their proposal have the documentation required for full participation. Please note that Alianza MX is not able to expedite the process for international participants to obtain visas required to enter the United States.

For other questions, please contact AlianzaMXResearch@ucr.edu.

Please submit a complete proposal at the following link:

<https://forms.gle/kBeTFawGkFQ8GHpT8>