

**CALIFORNIA CHERRY BOARD**

**RESEARCH GRANT PROPOSAL TEMPLATE**

Last revised: 09/12/2025

**Submission deadline: October 27th, 2025**

**COVER PAGE**

|  |  |
| --- | --- |
| **Project Title:** | |
| **Project Year:** | **Project Duration (yrs):** |
| **Institution/Organization:** | |
| **Department/Division:** | |
| **Principle Investigator (PI):** | **Contract Administrator (CA):** |
| **PI email address:** | **CA’s email:** |
| **PI phone contact:** | **CA’s phone number:** |
| **PI signature:** | **CA signature:** |
| **Collaborators, cooperators:** | |

**Proposal format**: Microsoft Word format; 12 pt. Times New Roman; single spaced, do not include page #’s, headers or footers; “normal” margins: 1” left, right, top and bottom margins; total length of proposal ≤ 10 pgs. (not including supplemental attachments).

**Statement of problem to be addressed**: Compose a limited literature review of the subject or problem to be investigated: include citations (ie. literature; industry correspondence; etc.). Describe the significance or need for the research.

**Objectives:** Identify the specific research objectives or goals that you hope to achieve during your project. Indicate how the research objectives or goals meet the priorities identified by industry.

**Plans and procedures:** Please describe the methodology used and work intended.

**Expected outcomes:** Provide a concise summary of the expected findings of your research project and how the expected findings may benefit the California sweet cherry industry. Indicate what you will need from industry for your project to be successful.

**Deliverables:** Please provide a list of anticipated deliverables including any or all the following:

1. A written project update must be submitted to Leslie Alfonso via email, [lesliea@berkeley.edu](mailto:lesliea@berkeley.edu) no later than July 2026.
2. A written, annual report must be submitted to Leslie Alfonso via email, [lesliea@berkeley.edu](mailto:lesliea@berkeley.edu) by approximately January 2027. Date subject to change due to scheduling related to the 2027 California Cherry Research Review (CCRR).
3. The PI responsible for the funded project must provide an annual presentation at the following winter CCRR event, typically in January.
4. Regarding multi-year projects: grant applications must be submitted for each year of the project.
5. Further deliverables include publications, presentations at grower meetings/field days, extension articles, etc.

**Budget:** Please use the following format to list the total amount of requested funds for each year of the project.

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| --- | --- | --- | --- |
| **Budget Request:** |  | **Budget Year:** |  |
|  |  |  |  |
|  |  |  |  |
| Funding Source: California Cherry Board | |  |  |
|  |  |  |  |
| Salaries |  |  |  |
| Student Assistants |  |  |  |
| SRAs |  |  |  |
| Other |  |  |  |
|  |  |  |  |
|  |  | Sub 2 |  |
|  |  |  |  |
| Employee Benefits |  |  |  |
|  |  |  |  |
|  |  | Sub 6 |  |
|  |  | Subtotal |  |
|  |  |  |  |
| Supplies and Expense |  | Sub 3 |  |
| Equipment |  | Sub 4 |  |
| Travel |  |  |  |
|  |  |  |  |
|  |  | Sub 5 |  |
|  |  |  |  |
|  |  |  |  |
|  |  | TOTAL |  |

**Budget Justification:**

**References:**