



ARI Letter of Intent (FY 2025-2026 Funding)

Due date: 20 November 2024, 5:00 p.m. Pacific time

Notification date for invitation to submit full proposal: 18 December 2024

Failure to follow the guidelines below may result in the Letter of Intent being removed from consideration.

- I. The Letter of Intent is limited to **three pages**. E-mail the **PDF file** to Ondieki Gekara (ojgekara@cpp.edu) and Wei Bidlack (wwbidlack@cpp.edu). In the subject line write **“Letter of Intent”_PD’s “Last Name”**.
- II. The Letter of Intent must adhere to the following formatting guidelines:
 - a. Font size must be at least 12 point
 - b. Margins must be at least one inch in all directions
 - c. Line spacing must not exceed six lines of text per vertical inch
- III. On Page 1 provide **only** the following information:
 - a. the name, professional title, department and e-mail address of the lead project director (PD) and all collaborating investigators
- IV. On Page 2 include:
 - a. a descriptive title
 - b. rationale
 - c. overall hypothesis or goal
 - d. specific objectives
 - e. approach
 - f. potential impact and expected outcomes: explain why the proposed research is a high priority to California agriculture
- V. On Page 3 describe:
 - a. match (cash and/or in-kind; in-hand or pending)
 - b. match source (industry, Federal or State grant, other)