

General Guidelines for Proposals

The Research Grants Program was developed to support the educational purposes of the Walnut Council Foundation and to promote the growing and utilization of walnut and other high-value hardwoods through applied research. Potential topics can include, but are not limited to, basic biology and ecology, seed and vegetative propagation, cultivar evaluation, pest control, plantation establishment, plantation care and maintenance, and natural stand management. Any person or institution that has the interest and capability of performing pertinent research is eligible to submit a proposal and receive grant money except for members of the Walnut Council Foundation Board of Directors and/or Research Committee. The Walnut Council Foundation favors projects which yield useful applied results which become part of the public domain. The Walnut Council Foundation does not support research which is likely to result in protected intellectual property (e.g., patents, copyrights) or providing exclusive support for a private enterprise.

Because the funds available for supporting research project are limited, the Research Committee of the Walnut Council Foundation is looking for small scale, self-contained projects of relatively short duration that will not require ongoing funding. The Walnut Council Foundation has typically fully funded projects up to \$1,000; however, special consideration will be given to larger projects, especially if the Foundation grant will be used to leverage additional funding from other sources. For those new to writing grant proposals or new to walnut research, we recommend submitting a one-page letter that briefly describes the project and how the funds will be used. The pre-proposal letter will allow the Research Committee to assess the potential of the project and offer suggestions for strengthening your proposal.

The Research Committee will evaluate all proposals received prior to June 30 and make their recommendations for the current year's funding at the annual meeting. Proposals will be evaluated for appropriateness of the research, creativity and novelty of approaches, adequacy of personnel and facilities, how well methodologies address the stated objectives, and expected benefits to members of the Walnut Council. Funding decisions will be finalized at the annual meeting of the Walnut Council Foundation Board of Directors that is usually held in late July or early August.

Recipients of funded proposals will be asked to periodically submit receipts for expenses incurred and annually complete the Foundations' Grant In-Kind Contribution Form.

At the conclusion of the research project, The Walnut Council Foundation expects results of supported research will be reported as an oral or poster presentation at an annual meeting of the Walnut Council and submitted for publication in the Walnut Council Bulletin or other archived publication. If published in another journal or bulletin, we ask that a copy of the paper be sent to the Research Committee as the final report.

For questions relating to donations to the Walnut Council Foundation grant fund, contact Liz Jackson at (765) 583-3501 or jackson@purdue.edu. For questions related to submitting pre-proposal letters and grant proposals, contact Jerry Van Sambeek at (573) 875-5341 ext 233 or jvansambeek@fs.fed.us.

INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

1. Project title: Write a short title that describes the proposed project.
2. Enter name, address, telephone, and E-mail addresses of person or institution submitting the proposal and contact person if different from submitting person or institution. The contact person indicates who will manage the project or supply technical information about the project.
3. Enter the name(s) of those who have reviewed the proposed methodologies and experimental design to see if they aligned with objectives and if they will answer the research questions asked. Indicate if they will assist you in conducting statistical procedures and preparation of written reports.
4. Indicate the amount of funding requested in each category and total amount requested.
5. Indicate funds available for other sources available for the project. This can include personal funds, matching grants, or estimated value of volunteers who will work on the project. Indicate if this grant will be used to leverage funds for other grant organizations.
6. Total Project Cost: Indicate total funding needed to complete the project.
7. Project Objectives: Identify the discrete objectives/activities of the project. It is best to state objectives so they include measurable end products rather than abstract objectives, i.e., to determine if fertilizers are cost effective.
8. Project Description: Provide a description of the project including a realistic timetable.
9. Project Justification: Identify the research issues being addressed by the project and demonstrate the need for accomplishing the objective(s). What is already known? Discuss the expected benefits from the project and who will use the new information.
10. Project Methodologies: Describe in detail the methods and materials that will be used to achieve each objective. Include protocols for data collection and data analysis.
11. Project Location(s): Identify where the research will be conducted. If proposal involves a tree planting, provide information about the soil type and suitability for growing walnut and other high-value hardwoods. If applicable include maps, diagrams, and illustrations.
12. Project Outputs: If the project is funded, you'll be expected to present your results at an annual meeting of the Walnut Council and to prepare a written report for the Walnut Council Bulletin. Including other outputs such as tours, newspaper articles, TV interviews, and other publications will increase your chances for funding.
13. Three completed copies of the proposal must be submitted to the Walnut Council Foundation by July 1 or one month before the Walnut Council Foundation annual meeting normally held in conjunction with the Walnut Council.

Walnut Council Foundation Research Grant Application

1. Project Title: _____

2. Submitted by: (Dr., Mr., Mrs., Ms.)

3. Contact person: (Dr., Mr., Mrs., Ms.)

Name: _____

Affiliation: _____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

3. Consultant(s) assisting in Experimental Design and Proposed Statistical Approaches:

4. Walnut Council Foundation Fund Amounts Requests for:

Labor: _____

Travel: _____

Contractual: _____

Equipment: _____

Supplies/Materials: _____

Other: _____

Check if willing to accept partial funding

Subtotal: \$ _____

5. Source and amount of matching funds:

Subtotal: \$ _____

6. Total cost of the planned research project:

\$ _____

7. Project Objectives:

(a): _____

(b): _____

8. Project Description:

9. Project Justification:

10. Project Methodology, Experimental Design, and Planned Statistical Treatments:

11. Project Location(s) (City, County, etc.):

12. When and how will results of the project be communicated to the Walnut Council?

13. Mail three copies of the completed application form to: Walnut Council Foundation, c/o Research Committee, Wright Forestry Center, 1007 N 725 W, West Lafayette, IN 47906-9431.