

- x Formal internal process for JELF applications begins 16 weeks prior to the external CFI deadline.
- x Applicants must meet with their ADR for application approval well in advance of engaging with the Office of Research Services (ORS) for formal proposal development.
- x Details of Western’s JELF processes and procedures can be found in our [JELF Guidelines](#).

February 17, 2025		Com petition
Before October 16		ADR informs ORS of support for application
November 4-8		Kick-off meeting with Procurement /ORS
Thursday, November 14		Equipment list/quotes deadline to Procurement

Thursday