

### **2024 Proposal Review Meeting Deadlines**

**NOTE:** External submissions are due just over **three weeks** prior to the Internal Proposal Review Meeting. This provides our internal departments and external partners time to review the proposal in detail.

PRM agendas are to be circulated three weeks prior to the Internal Review Meeting.

These are the deadline dates that are to be targeted. If a special request for a late submission is made, it will be referred to the File Manager.

<b>Meeting month</b>	<b>Deadline for external submissions</b>	<b>Deadline for final reports and agenda mail out</b>	<b>Internal Proposal Review Meeting date</b>	<b>Proposal Review Meeting date</b>
<b>January</b>	December 19, 2023	December 21, 2023	January 11, 2024	January 24, 2024
<b>February</b>	January 9, 2024	January 11, 2024	February 1, 2024	February 14, 2024
<b>March</b>	February 13, 2024	February 15, 2024	March 7, 2024	March 20, 2024
<b>April</b>	March 12, 2024	March 14, 2024	April 4, 2024	April 17, 2024
<b>May</b>	April 9, 2024	April 11, 2024	May 2, 2024	May 15, 2024
<b>June</b>	May 14, 2024	May 16, 2024	June 6, 2024	June 19, 2024
<b>July</b>	June 11, 2024	June 13, 2024	July 4, 2024	July 17, 2024
<b>August</b>	July 9, 2024	July 11, 2024	August 1, 2024	August 14, 2024
<b>September</b>	August 13, 2024	August 15, 2024	September 5, 2024	September 18, 2024
<b>October</b>	September 10, 2024	September 12, 2024	October 3, 2024	October 16, 2024
<b>November</b>	October 15, 2024	October 17, 2024	November 7, 2024	November 20, 2024
<b>December</b>	November 12, 2024	November 14, 2024	December 5, 2024	December 18, 2024