
Template: JELF proposal submission letter to the CFI

Laurent Messier
Manager, JELF
Canada Foundation for Innovation
450 - 230 Queen Street
Ottawa ON K1P 5E4

Re: Confirmation and institutional approval of proposals to the Canada Foundation for Innovation's (CFI) John R. Evans Leaders Fund

Dear Mr. Messier,

I am pleased to approve the submission of the proposals outlined in the attached document to the John R. Evans Leaders Fund.

In signing this letter, I confirm that the institution:

- Agrees to and accepts the conditions governing CFI funding, as outlined in the *CFI Policy and programs guide* and the Institutional agreement;
- Accepts its commitment to ensure appropriate resources are provided for the operation and maintenance of the proposed CFI-funded research infrastructure over its useful life (i.e. the period of time over which the infrastructure is expected to provide benefits and be usable for its intended purpose, factoring in normal repairs and maintenance); and,
- Has submitted proposal(s) that align with the institution's strategic research plan.

Sincerely,

President (or authorized signatory)

Signature

Institution

Proposals submitted by <<enter institution's name here>>

Project #	Project leader (last name, first name)	Project title	Total project costs (\$)	Amount requested from the CFI (\$)