



International Coffee Organization  
Organización Internacional del Café  
Organização Internacional do Café  
Organisation Internationale du Café

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### **Deadlines for submission of project proposals in 2007/08**

1. The Executive Director presents his compliments and wishes to inform Members about the deadlines for submission of project proposals in coffee year 2007/08.
2. New and reformulated project proposals for submission to the ICO Virtual Screening Committee (VSC) for technical examination should reach the Organization several months before scheduled meetings of the ICO Executive Board, as indicated in the attached table, while project proposals for submission to the Common Fund for Commodities (CFC) should reach the Organization by the second week of either October or April each year.
3. The period between submission and consideration is required in view of the need for project proposals to be analysed by both the VSC in the case of the ICO, and by the Project Appraisal Committee (PAC) in the case of the CFC. It will also enable proposals to be circulated in advance to Members and allow proponents to revise the proposals to reflect the comments and priorities of donors.
4. The Executive Director cannot guarantee the consideration of project proposals that have been submitted without the official support of Member countries and after the deadlines indicated in the attached table. Members should also consult the projects section of the ICO website [www.ico.org](http://www.ico.org) for updated deadlines, and the CFC website [www.common-fund.org](http://www.common-fund.org) for CFC Manuals.
5. Reports with the recommendations of the VSC will be circulated to Members at least two weeks before ICO meetings, while CFC press releases on approved project proposals will be available on the ICO website in April and October.

**SCHEDULE FOR PRESENTATION OF PROJECT PROPOSALS  
COFFEE YEAR 2007/08**

<b>ICO and CFC meetings</b>	<b>Deadlines</b>
<p><b>24 and 25 January 2008</b> International Coffee Council and ICO Executive Board</p>	<p><b>21 September 2007:</b> Deadline for new and revised project proposals, requests for Fast Track (FT) and Project Preparation Facilities (PPF) to be considered by the VSC and subsequently the ICO Executive Board in January 2008</p>
<p>CFC Consultative Committee meeting in Amsterdam (21 - 26 January 2008)</p>	<p><b>15 October 2007:</b> Deadline for project proposals to be submitted to the CFC Secretariat</p>
<p><b>19 – 23 May 2008</b> International Coffee Council and ICO Executive Board</p>	<p><b>22 February 2008:</b> Deadline for new and revised project proposals, requests for Fast Track (FT) and Project Preparation Facilities (PPF) to be considered by the VSC and subsequently the ICO Executive Board in May 2008</p>
<p>CFC Consultative Committee meeting in Amsterdam (14 - 19 July 2008)</p>	<p><b>14 April 2008:</b> Deadline for project proposals to be submitted to the CFC Secretariat</p>
<p><b>22 – 26 September 2008</b> International Coffee Council and ICO Executive Board</p>	<p><b>27 June 2008:</b> Deadline for new and revised project proposals, requests for Fast Track (FT) and Project Preparation Facilities (PPF) to be considered by the VSC and subsequently the ICO Executive Board in September 2008</p>