**Deadline to submit your application:** Date varies by field: October 18th to October 22nd at 5pm *your time* (according to your mailing address). See <https://nsfgrfp.org/applicants/important-dates/> for details.

**Deadline for References to upload their Letter of Support:** October 29th at 5pm Eastern Time.

Work backwards from your deadline. Try to finish two weeks before the deadline so you can get comments from others. “Clock time” represents the hours you’ll spend online, in library research, and writing. “Calendar time” includes the time you’ll spend waiting for meetings and comments, time off for weekends, etc. Calendar time is based on a “diligent” pace; you can stretch it if you start early or accelerate it and complete the entire course in two weeks.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Activity | Content | Clock Time | Calendar Time | Enter Target Date |
| Course 1:  What it Takes to Win | Three lessons: Program Overview | 30 minutes | 30 minutes | completed |
| Course 2:  Make them Love You | Four lessons and Resources to help with Personal Essay | ~3 hours for all lessons and brainsteering worksheet  ~3 hours additional for all MPG tutorials  ~10 hours to draft essay | 4 days, including time for consultation and revision of worksheet |  |
| Course 3:  Make them Trust You | Four lessons and Resources to help with Research Plan Essay | ~10 hours for research design worksheet (with literature search, etc.)  ~10 hours to draft essay | 4 days, including time for consultation(s) with faculty advisor and revisions |  |
| Course 4:  Be More Competitive | Short lessons covering how to get great letters of support, polish your writing, etc. | ~2 hours for all lessons  ~3 hours to engage and brief letter writers  ~5 hours to revise and polish both essays | Allow three weeks for comments on drafts, then 2 days for revisions, including time for writing consultation |  |
| Create Fastlane account (.5 hours) anytime and submit by your due date (enter date in field at right) | | | |  |