CAREER 2024 Proposal Preparation Timeline (Due July 24) * Red denotes should do this before writing any proposal text

	What has been done already to address this problem?What is the gap that still remains?	Mon 2/12	Mon 2/26	Mon 3/11			April				May		Mon 6/10	Mon 6/24	Mon 7/8	Mon 7/15	Mon 7/22
	Read abstracts of funded CAREERS for directorate fit and identify appropriate program/PO Notify Pre-Award Center for assigned specialist Storyline Development What is the problem? What has been done already to address this problem? What is the gap that still remains? How do you propose to address this gap? Map out long-term pathway and vision																
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_	Research and education goals																
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Phase 1: Visioning	Identify win themes/discriminators																
	Program Officer Input					_											
/isi	Draft concept paper for PO																
	Concept paper reviewed internally																
se]	Revise concept paper																
ha	Email one-pager to PO/ request appt																
	Revise storyline based on PO feedback																
F	Proposed Outline																
L	Develop detailed outline																
L	Identify graphics needed																
	Partnerships	1	1				1	T								1	
	Recruit any collaborators, if needed																
rat	Recruit advisory board members, if																
leg	needed																<u> </u>
<u>1</u>	Identify assessment partner, if needed																
Phase 2: Integration	Collect letters of commitment (TEMPLATE)																
ase	Request dept head letter/provide bullet																
P	points																
Ţ	Proposal Writing and Editing														I.		
	Develop NSF bio on SciENcv to reflect																
	research & education																
	Use outline to write sections																
l ¤	Edit																
ctic	Give near final draft to internal																
npo	reviewers			<u> </u>	<u></u>	<u> </u>		<u> </u>									
Pro	Revise based on review																
3:]	Write data management plan																
hase	Complete Collaborators and Other Affiliations																
	Write postdoc mentoring plan, if needed			1	1	1		1									1
Phase 3: Productio	Affiliations																

	Write budget justification								
	Write facilities document (use epubs)								
	Write one-page summary								
	Final check of references								
	Final budget/draft narrative to								
	PreAward								
	Submit all final supplementary								
	documents								
	Submit project narrative								