CAREER 2026 Proposal Preparation Timeline (Due July 22) * Red denotes should do this before writing any proposal text

By:	Mon 2/9	Mon 2/23	Mon 3/9	April					May			Mon 6/8	Mon 6/22	Mon 7/6	Mon 7/13	Mon 7/20
Analysis and Planning																
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																
Research and education goals																
Identify win themes/discriminators																
Program Officer Input																
Draft concept paper for PO																
Concept paper reviewed internally																
Revise concept paper																
Email one-pager to PO/ request appt																
Revise storyline based on PO feedback																
Proposed Outline																
Develop detailed outline																
Identify graphics needed																
Partnerships																
Recruit any collaborators, if needed																
Recruit advisory board members, if needed																
Identify assessment partner, if needed																
Collect letters of commitment (TEMPLATE)																
Request dept head letter and provide bullet points																
Proposal Writing and Editing																
Develop NSF bio on SciENcv to reflect research & education																
Use outline to write sections																
Edit																
Give near final draft to internal reviewers																
Revise based on review																
Write data management plan																
Complete Collaborators and Other Affiliations																
Write mentoring plan																
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 to PreAward																
Submit project narrative to PreAward																