

NSF Graduate Research Fellowship Program

2024 Preparation Timeline

PhD Plus knows that applying for a fellowship or grant can be a time-consuming and sometimes overwhelming process. To help you prepare and ensure you have as much time as possible, refer to this document as you draft and submit your application for the National Science Foundation (NSF) Graduate Research Fellowship Program (GRFP).

MAY

Get to Know the GRFP

- Register and attend the PhD Plus [Understanding the NSF GRFP & How to Get Started](#) session on May 22, 3:30 pm
- Visit the [NSF GRFP website](#) for additional information. Please note: the solicitation for this year likely won't be released until July, though the major aspects and application components typically remain stable from year to year.

Confirm Your Eligibility

- Review the eligibility requirements and guidelines on the [NSF GRFP website](#)
- Use the [NSF GRFP Eligibility Questionnaire](#)

Decide When to Apply

- If you started your graduate program in the *Fall of 2023 or Spring or Summer of 2024*, **APPLY THIS YEAR!**
 - This is very likely your last year of eligibility.
- If you started (or will start) in the Fall of 2024, schedule a time to talk to your advisor or DGS to decide when you will be most competitive.

JUNE

Learn More about the GRFP

- Visit the [PhD Plus NSF GRFP website](#) to register for the summer and fall programs and add them to your calendar.
- Register and participate in Session 1 of the [Fellowship Workshop Series](#), *Deconstructing Fellowship Announcements & Evaluation Criteria*, on June 6 at 2:00 pm
- Review the GRFP resources available on the [PhD Plus Collab site](#)
- *Optional:* Session 2 of the [Fellowship Workshop Series](#), *CVs & Cover Letters*, on June 20 at 12:00 pm

JULY

Start Your Application

- Register and participate in Session 3 of the [Fellowship Workshop Series](#), *Research and Personal Statements: Crafting Your Stories*, on July 18 at 2:00 pm
- *Optional:* Session 4 of the [Fellowship Workshop Series](#), *DEI Statements*, on July 30 at 2:00 pm

Identify Your Letter Writers

- Current research advisor, undergraduate research advisor, volunteer or internship supervisor, etc.
- Need at least 3 (but up to 5 letters can be submitted)

AUGUST

Start Your Application

- Register and participate in Session 5 of the [Fellowship Workshop Series](#), *Letters of Recommendation & Revising and Refining your Essays*, on August 7 at 2:00 pm

Attend the PhD Plus Fall Workshop

- Register and participate in [NSF GRFP Fall Bootcamp](#) on August 20, 1:00 – 3:30 pm

Get Feedback & Participate in a Mini-Writing Retreat

- Participate in the [Fellowship Workshop Series](#), *Peer Feedback Sessions* (week of August 12-16; dates and times TBA)
- Join us at the PhD Plus Mini-Writing Retreat (dates and times TBA)
- Ask questions at the PhD Plus GRFP Virtual Office Hours on Zoom (dates and times TBA)

Meet with Each Letter Writer

- Provide letter writers your current CV/resume
- Let them know the deadline (mid-October; refer to solicitation)
- Say you will send personal and research statement drafts by the end of September
- Give them suggestions of what to include in their letter (focus on the *Intellectual Merit & Broader Impacts* criteria)
- You will want to ask them to submit their letter a few days before the deadline and notify you when they do.

SEPTEMBER

Turn Drafts into an Application

- Attend the PhD Plus Mini-Writing Retreats to work on your application and get feedback. During the Fall semester, PhD Plus typically hosts one to two retreats per week.
 - (1-2 options per week; dates and times TBA)
- Ask questions at the PhD Plus GRFP Virtual Office Hours on Zoom

Share Your Materials & Get Feedback

- Complete drafts of your application statements.
- Send complete drafts of your personal and research statement (and any other materials) to all your letter writers.
- Submit your complete drafts for the PhD Plus GRFP Application Review “*Speed Dating*” Event (registration and deadline to submit materials TBD).

OCTOBER

Complete Your Application

- Complete the online portion of your application in early October, while your statements are under review.

Continue Getting Feedback & Refining Your Materials

- Share your materials with a variety of readers (e.g., advisor(s), lab mates, postdocs, friends, etc.)
- Finalize your statements (edits and revisions)
- Have someone carefully check your final versions for typos!

Ask us Questions

- Attend Virtual Office Hours or [schedule an individual advising appointment](#) for a different time.

Check-in with Your Letter Writers

- Check the online portal to see which letters have been submitted
 - Send a one-week reminder to letter writers who have not submitted
 - Send a two-day reminder to letter writers who have not submitted
 - After the deadline – send *thank you* cards to your letter writers

Submit Your Application **EARLY!**

- Preferably, a few days early! There is a chance the application portal will be overwhelmed, or you might run into issues. Plan to submit everything well before the deadline.

CONTACT INFORMATION

If you have questions about the NSF GRFP or the support PhD Plus provides students, please do not hesitate to contact Samuel J Lake, PhD (vvg6xs@virginia.edu) or Kelly Oman, PhD (dkk8cp@virginia.edu).