

Notice regarding campus application submission deadline of **Noon, Friday, November 13, 2009** for the Fulbright-Hays Doctoral Dissertation Research Abroad Program from the UW-Madison Fulbright-Hays Project Director:

You have been asked to complete a letter of recommendation or language evaluation for a graduate student applying to the Fulbright-Hays DDRA program. **Your letter must be submitted electronically and is due NO LATER than Noon, Friday, November 13, 2009.** The Closing Date that is listed in the email from the electronic application system, e-grants.ed.gov, is the **institutional deadline** and is later than the campus deadline. The Fulbright-Hays DDRA is an institutional grant program—the UW-Madison is technically the applicant and applies on behalf of individual PhD students. The project director is required to set an internal deadline that will allow them to complete all the required components of the institutional application process; part of this process involves confirming that each application is complete and submitting federal documents to Research and Sponsored Programs (in the case of UW-Madison). **For this reason, ALL application materials are due on or before the campus deadline, noon, Friday, November 13, 2009.** If a student has an incomplete application after that deadline, their application will not be forwarded as part of the institutional application to the federal grant program. There is no exception to the requirement that the letter be submitted electronically; this is a federal requirement.

The electronic application system used by the US Department of Education is not open 24 hours a day, 7 days a week. The regular hours of operation of the e-Grants Web site are 6:00 a.m. Monday until 7:00 p.m. Wednesday; and 6:00 a.m. Thursday until 8:00 p.m. Sunday, Washington, DC time. Please note that the system is unavailable on Sundays after 8:00 p.m., and between 7:00 p.m. on Wednesdays and 6:00 a.m. on Thursdays, Washington, DC time, for maintenance. Any modifications to these hours are posted on the e-Grants Web site.

IN ADDITION: The entire e-grants system will be closed from 3:00 PM, Tuesday, October 20 through 6:00 AM, Monday, October 26, 2009. You will not be able to access the electronic application system during this time.

**Any technical difficulties or questions you may experience using the e-grants system must be addressed by the e-grants help system.** The Project Director and Fellowships Advisor, Dr. Erin Crawley, cannot solve any technical problems.

**Technical support:** [Helpdesk](#) 1-888-336-8930 (TTY: 1-866-697-2696, local 202-401-8363) Hours of operation: 8am-6pm Washington DC time Monday-Friday.