

North American ALMA Development Program



Cycle 4 Call for Study Proposals - Mechanics

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Overview

- **Goals:**
 - fair and transparent process
 - easy and equal access to information (web-based)
 - confidentiality of proposals
 - unbiased evaluation and selection of proposals
- **Proposal categories:**
 - advanced techniques
 - advanced hardware
 - advanced software
- **Cycle 4 Study Proposals are composed of a single document**
- **Primary selection criteria are:**
 - alignment with NA ALMA Operations Partnership strategic goals
 - the strength of the Proposer's scientific case

The Proposal process has been simplified for Cycle 4.

Contractual Requirements

- **Federal Funding Accountability and Transparency Act (FFATA)**
 - applicable to Subrecipients of Federal awards in excess of \$25K.
 - successful Proposers must complete a *Subrecipient Profile Questionnaire*.
- **Terms and Conditions**
 - Subrecipients (non-NRAO) will engage by means of a *Subrecipient Agreement*.
 - compliance with Federal laws, regulations, and award provisions is mandatory.
 - Subrecipients will also be bound by supplemental requirements imposed by the NRAO (or negotiated amendments thereto).
- **Representations and Certifications**
 - Subrecipients must complete a “Reps & Certs” Form as required by the Federal Acquisition Regulations.
- **Purchase Orders**
 - single, fixed-price Purchase Orders will be issued to non-NRAO Subrecipients.

The entire Proposal process will be conducted electronically (“paperless”).

Contractual Requirements

- **Study deliverables:**
 - monthly Progress Reports,
 - Study-specific prototype hardware or software (if any), and
 - a Closeout Report.
 - *the Closeout Report will be made public via the ALMA Memo Series.*

Proposal acceptance does not guarantee follow-on funding or implementation.

Scope and Scale of the Cycle 4 Call

- The scope of the Cycle 4 Call for Proposals is Studies only.
- The total award pool is \$1M
- The maximum award per Study is \$200K
- The period of performance is twelve months
- Proposers not seeking financial support (i.e., “no-cost”) are also invited to participate.

An enlarged, Cycle 5 Call is planned for Q1 FY2017.

Eligibility

- **North American ALMA Operations Partners**
- **At-large members of the North American radio astronomy community**
- **Proposers not seeking financial support (i.e., “no-cost”) are also invited to participate.**

Collaborative efforts are encouraged.

Proposal “Validity”

- **Studies**

- Proposals shall bind the Proposer to the contractual terms, conditions, and total cost presented therein until **September 30, 2016**.

Amendments, withdrawal or resubmission permitted before the closing date.

Intellectual Property Management

- **Confidentiality of Proposer's information**
 - NRAO personnel will conduct business in accord with professional conventions. Non Disclosure Agreements may be enacted on a case-by-case basis.
- **Intellectual Property rights**
 - Proposer's IP rights pertaining to technical data, copyrightable material, patents and utilization of subject inventions are subject to the terms of the NRAO's standard *Subrecipient Agreement* and any negotiated amendments thereto.

Note: the Proposer's Science Case will be made available to the ALMA Science Advisory Committee (ASAC).

NRAO personnel will safeguard Proposer's and Subrecipient's intellectual property.

Cycle 4 Call for Study Proposals - Calendar

Milestone	Date
Release of Cycle 4 Call for Study Proposals	2016 March 01
Informational Meeting	2016 March 09
Notice of Intent	2016 March 15
Proposal Deadline (closing date)	2016 May 02
Notification of Awards	2016 July 30
Validity Date of Proposals	2016 September 30
Study Completion Date	2017 September 30

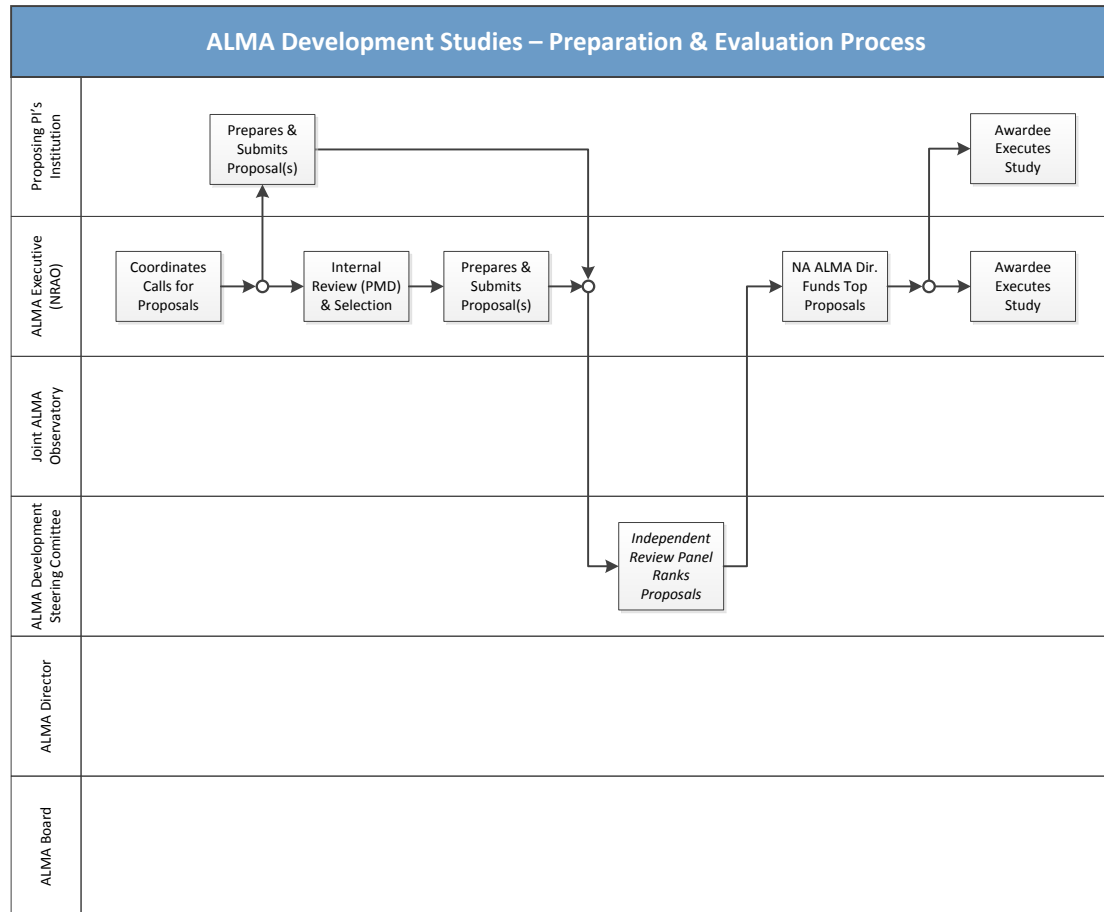
Study Proposal Deadline is 02 May.

Proposal Evaluation Process

- Evaluation will be conducted by a committee of non-NRAO reviewers.
- Committee membership will be reviewed and consented to by the National Science Foundation.
- Committee members involved with development proposals will be recused from considering their own or closely-related proposals.
- NA ALMA Operations Partners will be represented on the Evaluation Committee.

The evaluation and selection process will be objective and unbiased.

Proposal Preparation and Evaluation Process - Studies



NRAO Proposers must follow PMD guidelines for internal review.

Summary

- **Cycle 4 Development Program budget is secure (included in released FY2016 Federal budget and allocation of funds.)**
- **The entire Proposal process will be conducted electronically (“paperless”).**
- **Proposal acceptance does not guarantee follow-on funding or implementation.**
- **Collaborative efforts are encouraged.**
- **The evaluation and selection process will be objective and unbiased.**
- **For further information, please visit the NA ALMA Development website at <https://science.nrao.edu/facilities/alma/alma-development-cycle4>**

Thank you for your participation in the ALMA Development Program.