

North American ALMA Development Program



Cycle 7 Call for Study Proposals - Process

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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
- **Primary selection criteria are:**
 - alignment with NAALMA Operations Partnership strategic goals and ALMA Development Roadmap
 - the strength of the Proposer's scientific case

The Proposal process is similar to previous cycles

Scope and Scale of the Cycle 7 Call

- **Scope of the Cycle 7 Call for Proposals is Studies only**
- **Total award pool is \$500k**
- **Maximum award per Study is \$200k**
- **Period of performance is twelve months**
- **Proposers seeking partial financial support (i.e. projects with outside funding sources) are also invited to participate**

Anticipate 2 or 3 studies funded from this call

Study Deliverables

- **Closeout Report:**
 - should be completed at an appropriate level of detail
 - includes relevant findings from study and other details for a follow-on project or implementation
 - will be made public via the ALMA Memo Series
 - a basic template will be provided to PI's at a later date
- **Monthly Progress Reports:**
 - submitted to NAALMA Development Program Manager
 - must address cost, technical, schedule, and risk management
 - no specific format (4-square is possible option)
- **Other Deliverables (as necessary):**
 - prototypes
 - software package

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

Eligibility

- **North American ALMA Operations Partners**
- **At-large members of the North American radio astronomy community**
- **Note:The Principal Investigator need not be an astronomer.**

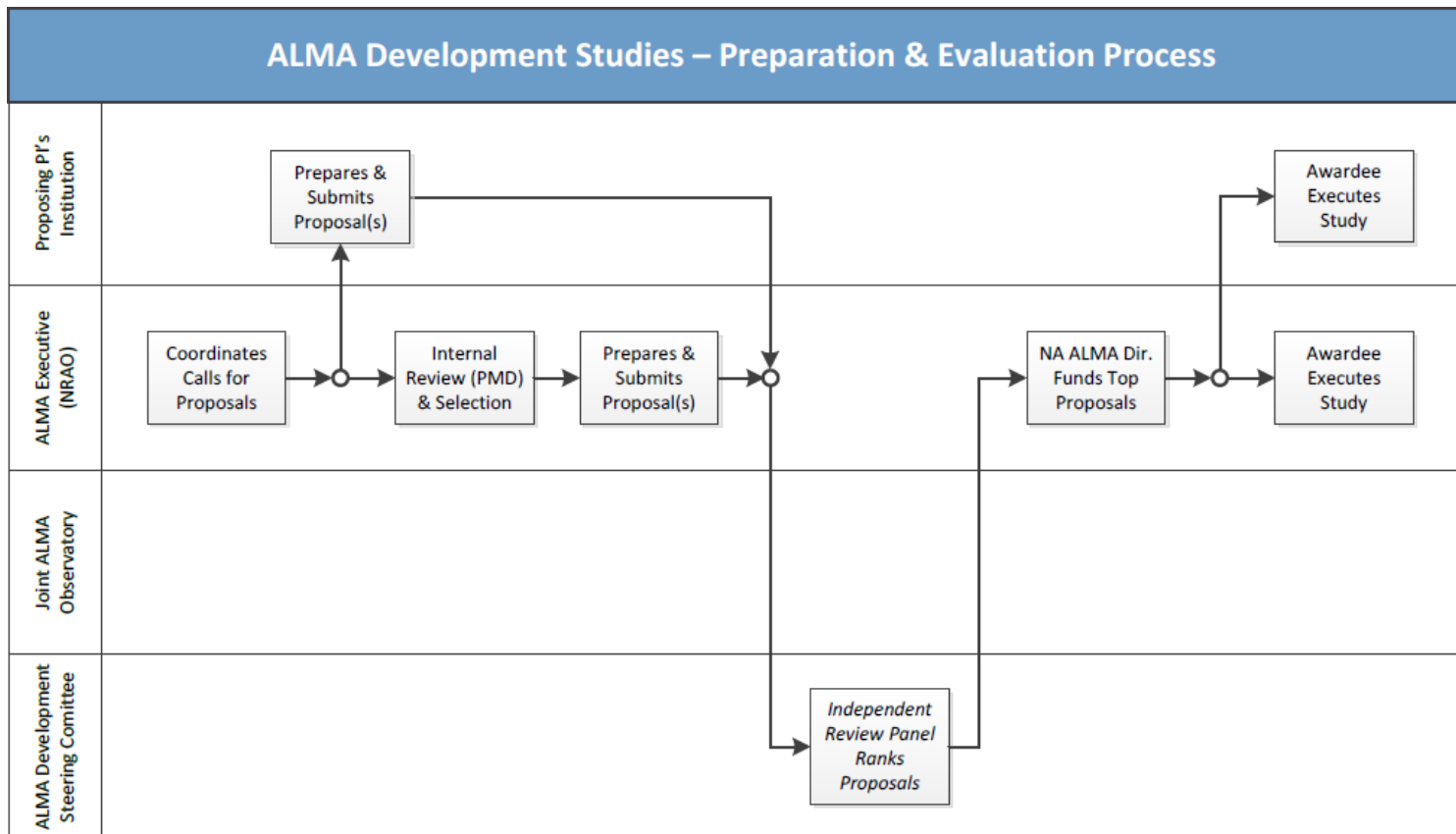
Collaborative efforts are encouraged

Cycle 7 Call for Study Proposals - Calendar

Milestone	Date
Release of Cycle 4 Call for Study Proposals	2018 December 03
Informational Meeting	2019 January 16
Notice of Intent	2019 March 15
Proposal Deadline (closing date)	2019 May 01
Notification of Awards	2019 July 31
Study Start Date	2019 October 01
Study Completion Date	2020 September 30

Study Proposal Deadline is 01 May

Proposal Preparation and Evaluation Process - Studies



NRAO Proposers must follow PMD guidelines for internal review

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 (NSF)**
- **Committee members involved with development proposals will be recused from considering their own or closely-related proposals**
- **NAALMA Operations Partners will be represented on the Evaluation Committee**
- **NSF will have final approval of all funded Studies**

The evaluation and selection process will be objective and unbiased

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

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**
 - Cost-reimbursable Purchase Orders will be issued to non-NRAO Subrecipients.
 - Invoicing monthly (or greater) for allowable costs.

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

Proposal “Validity”

- **Studies**

- proposals shall bind the Proposer to the contractual terms, conditions, and total cost presented therein until **September 30, 2020**
- no amendments to the Proposal within this period of time will be accepted without the express consent of the NRAO
- requests for amendment, withdrawal or resubmission of the Proposal will be granted if the Proposer can complete the associated action before the Deadline

Amendments, withdrawal or resubmission permitted before the closing date.

Summary

- **Cycle 7 Development Program budget is secure**
- **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 NAALMA Development website at https://science.nrao.edu/facilities/alma/science_sustainability/cycle7-cfs**

Thank you for your participation in the ALMA Development Program