

North American ALMA Development Program



Call for Proposals – Process

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 and compass of the Proposer's scientific case
 - Technology readiness
 - Team expertise

The proposal process is similar to previous Cycles

Scope and Updates FY2023 call for Studies

- Scope of the upcoming Cycle Call for Proposals is Studies only
- PIs and funded Co-Is for NA ALMA Development proposals must have as their primary affiliation a US or Canadian institution (unfunded or in-kind contributions can be provided by anyone, but must be clearly identified as such).
- Non-binding NOI mandatory (due June 14)
- Proposals capped at 200k USD, with smaller amounts also welcome
 - Anticipate ~ 3 funded studies
 - Proposers seeking partial financial support (i.e. projects with outside funding sources) are also invited to participate
- Scope of work must be consistent with 1 year duration

Calendar

Milestone	Date
Release of Cycle Call for Proposals	24 February 2022
Informational Meeting	7 June 2022
Mandatory Notice of Intent (non-binding)	14 June 2022
Proposer's Questions Submitted	7 July 2022
Proposal Deadline (closing date)	12 July 2022
Notification of Awards	Mid-November 2022
Project Start Date	1 January 2023

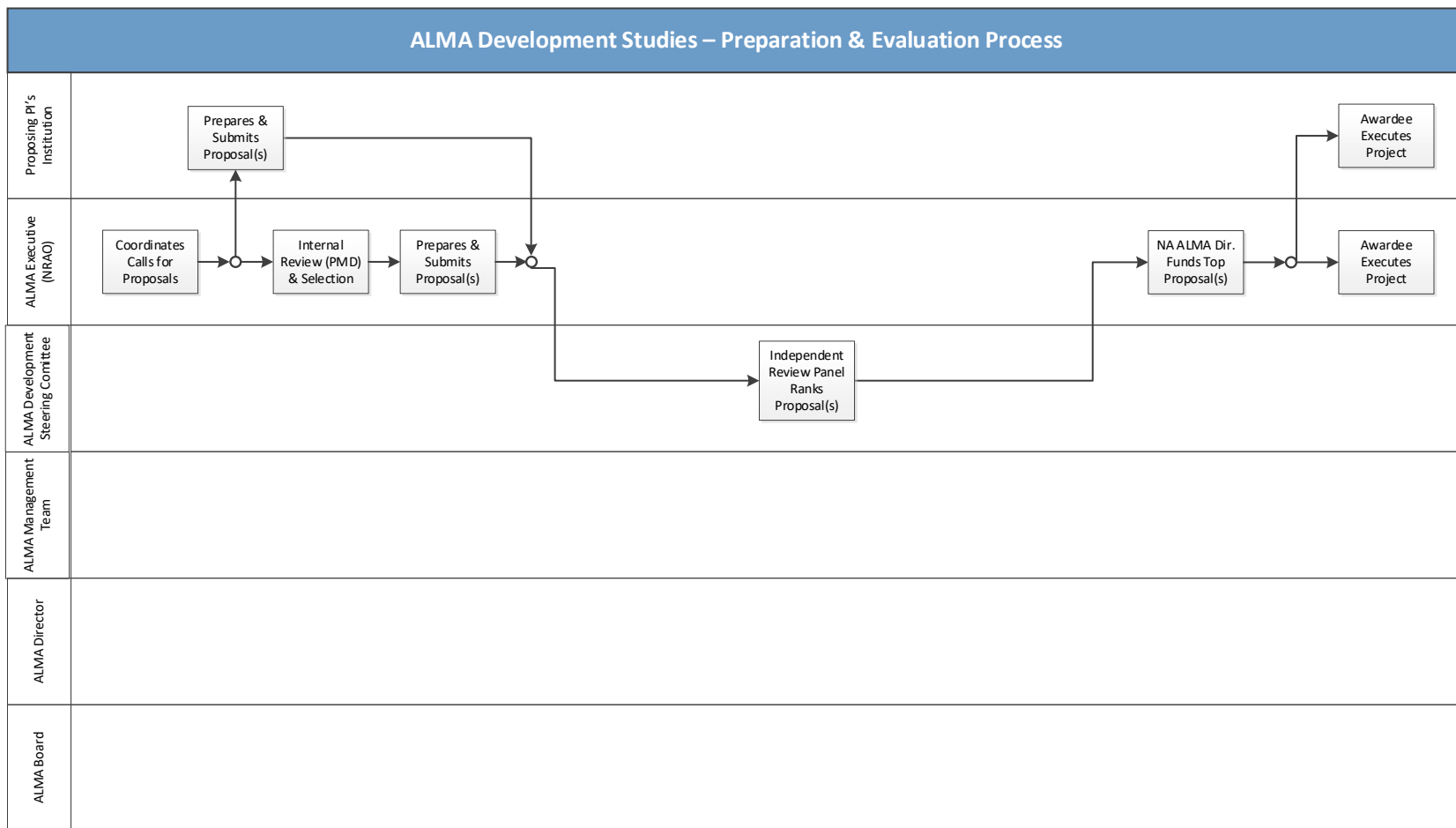
Proposal Deadline is 12 July

Proposal Evaluation Process

- **Evaluation will be conducted by an independent and impartial committee of non-NRAO reviewers**
- **Committee membership will be reviewed and consented to by the National Science Foundation (NSF)**

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

Required Deliverables

- **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)

- **Closeout Report:**

- Should be completed at an appropriate level of detail
- Includes relevant findings from proposals and other details for a follow-on project or implementation
- Will be made public via the ALMA Memo Series and ALMA Development webpage

Proposal acceptance does not guarantee follow-on funding or implementation

Proposal “Validity”

- Proposals shall bind the Proposer to the contractual terms, conditions, and total cost presented
- 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
- Except for demonstration of exceptional circumstances (medical or family leave), at most ONE 6-month no cost extension will be granted per study proposal

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: Elements of the Proposer's Science Case may 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”)

Summary

- The entire Proposal process will be conducted electronically (“paperless”)
- Cost cap of 200k USD for up to one year per proposal
- 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/na-alma-development-fy2023-call-for-study-proposals

Thank you for your participation in the ALMA Development Program