Presentation slides for the optional pre-proposal for the Future Investigators in NASA Earth and Space Science and Technology (FINESST) teleconference on December 2, 2019, 1:00 p.m. - 2:30 p.m. Eastern Time

The PDF version of these slides is available on the NASA Solicitation and Proposal Integrated Review and Evaluation System (NSPIRES) on the FINESST page under the section entitled “Other Documents” at short URL: https://go.nasa.gov/2qHfMH7
Future Investigators in NASA Earth and Space Science and Technology (FINESST)

Science Mission Directorate NASA Research Announcement
Slides for the pre-proposal teleconference (optional)
December 2, 2019, 1:00 p.m. - 2:30 p.m. Eastern Time

Nothing in this presentation is a revision or amendment. If there is a revision or amendment, it will be posted to the page dedicated to FINESST at https://nspires.nasaprs.com.

Until 4 February 2020 search “open” solicitations using number: “NNH19ZDA001N-FINESST”
On and after 5 February 2020 Use the same number and search “closed/past” solicitations
Agenda

1. Welcome, Disclaimer and Technical Notes—Deputy Associate Administrator for Research (DAAR) Representative, Ms. Mary F. Sladek

2. What is FINESST? An Overview—The FINESST Team
   i. Earth Science Research Program—Dr. Allison Leidner
   ii. Heliophysics Research Program—Dr. Roshanak Hakimzadeh
   iii. Planetary Science Research Program—Dr. Lindsay Hays
   iv. Astrophysics Research Program—Dr. Evan Scannapieco

3. What Does FINESST is in a new Program Element in ROSES-19 Mean? A Concise Overview—Dr. Max Bernstein

4. What is in a FINESST Proposal?—The FINESST Team

5. Got questions? As time permits, callers pose new questions—Moderated by the Verizon Operator(s) REMINDER: Callers must not disclose their names or institutions.

6. Conclusions/Final Tips—The FINESST Team
   Back Up Charts: How Do You Submit a FINESST Proposal?
   i. What is NASA Solicitation and Proposal Integrated Review and Evaluation System or NSPIRES
   ii. Anything Special to Know When Submitting via Grants.gov?
   iii. How to Submit the Optional High-End Computing Appendix—Ms. Nancy Carney
Who Is Leading Today’s FINESST Telecon?

FINESST Program Scientists by Division:

**Earth Science***:  
allison.k.leidner@nasa.gov

**Planetary Science**:  
lindsay.hays@nasa.gov

**Astrophysics**:  
evan.scannapieco@nasa.gov

**Heliophysics**: (Roshanak’s first name, is not part of the email address)  
hakimzadeh@nasa.gov

*Earth Science also has a FINESST Program Administrator  
claire.i.macaulay@nasa.gov

Members of the Deputy Associate Administrator for Research (DAAR) team in the NASA Science Mission Directorate Headquarters help coordinate FINESST

Max Bernstein  
HQ-SARA@nasa.gov

MNorris@nasa.gov (Marian’s first name is not part of the email address)

Mary.F.Sladek@nasa.gov

Got questions? Email the FINESST Team (TFT):  
HQ-FINESST@mail.nasa.gov
Other NASA Representatives On Today’s Call

Representing the NASA Solicitation and Proposal Integrated Review and Evaluation System (NSPIRES) Help Desk

Mr. Danilo Villamil
If you need help or have any questions regarding NSPIRES
Phone: (202) 479-9376, M - F, 8 AM to 6 PM EST/EDT, excluding Federal Holidays, e.g., January 1
Email: nspires-help@nasaprs.com

Representing High-End Computing (HEC) Program's Request Management System (RMS)

Ms. Nancy Carney
If you need help or have any questions needs technical support to use HEC’s Request Management System (RMS), then please email support@hec.nasa.gov and specify in the subject line "NNH19ZDA001N-FINESST HEC Request"
What is FINESST? An Overview

• Through FINESST, the Science Mission Directorate (SMD) solicits proposals from accredited U.S. universities and other eligible organizations for graduate student-designed and performed research projects that contribute to SMD's science, technology and exploration goals.

• FINESST succeeds the extinct NASA Earth and Space Science Fellowship (NESSF); however, FINESST is not a fellowship.

• FINESST awards are research grants.

• This funding announcement solicits proposals for a research project conducted by an individual Future Investigator (FI) who is or will be pursuing a Masters or PhD degree in an Earth or space sciences-related discipline from an accredited U.S. university.
Who At The Eligible Institution Can Propose To Be A FINESST Principal Investigator (PI)?

• There must be a principal investigator (PI) at the submitting institution who will serve as the research mentor and acts as a champion for the FI by serving as guide, role model, teacher, etc., who supports the FI's research and professional development.

• The PI is determined based on the norms, policies, and practices of the proposing institution and the requirements of the proposed research.

• In cases when the PI already has an ongoing research award from NASA, the research proposed under FINESST may address a similar topic, but the proposal should make clear how the proposed research goes beyond what NASA has already agreed to support.

• What about PIs with no NASA funding, are they invited to propose? Answer: Yes. New-to-NASA and early career PIs are invited.
At the Time of Proposal Submission, Does the FI Have To Be At The Submitting Institution? Must FIs Be U.S. Citizens/Permanent Residents?

Short answer to both questions: No. For full details see all subparts of Section 3. FINESST Program Principles and Proposal Constraints

• By the proposal due date, the student, known as a future investigator (FI), must have applied to, been admitted to, or be enrolled as a graduate student at an eligible, accredited U.S. university.

• Should the FI's proposed research project fall under International Traffic in Arms Regulations (ITAR) or Export Administration Regulations (EAR), *then only U.S. persons may be participants*, and proposers must identify the parts of the proposal that contain ITAR material as instructed in Appendix A of the NASA Guidebook for Proposers.
Who Can An Institution Propose To Be The FI?

Short answer: It’s the Institution’s Decision

1. An FI (i.e. a student) who proposed to, but was not funded by, a prior FINESST or another solicitation such as NESSF is eligible to be included on a proposal in response to this program element.

2. A FI (or PI) who previously declined to accept NASA funding.

3. As a condition of receipt of NASA funding, the institution acknowledges and agrees that it must comply (and require any beneficiaries, e.g., subgrantees, etc.) with applicable provisions of national laws and policies prohibiting discrimination.

4. Other laws and treaties can specify particular restrictions, see Section 3.1.1 “Limitations on Participants and Research Conducted in Designated Countries.”

5. Because state’s laws vary, please work with your sponsored research office regarding such questions as a FINESST proposal must be submitted by an eligible institution.

Sidebar: Universities request funding on behalf of the existing NESSFs via the NESSF20R solicitation. No one else should submit a proposal to NESSF20R, and NESSF renewal proposals may not be submitted to FINESST.
Who Actually Submits A FINESST Proposal For The PI/FI?

Short Answer: Eligible Institutions For details see Section 3.1 “Eligibility and Restrictions on Submissions”

• Normally, a higher education institution will submit the proposal
• Other institutions that have a relationship with an educational institution may submit a proposal as long as the FI is enrolled at an accredited U.S. higher education institution.
• NASA Centers and other Federal entities that do not grant degrees are not eligible institutions for FINESST awards.

Tip: Start talking to your sponsored research, or equivalent, office now. Find out who is the Authorized Organization Representative (AOR) and what your internal deadlines are. Don’t expect your AOR to be working at 11:59 p.m. Eastern Time, February 4, 2020, i.e., NASA’s proposal deadline.
FINESST Awards Have A Maximum Value $135,000 Over 36 Months, So What Happens If The FI Graduates Or Plans To Graduate Sooner?

Short Answer: See Section 6. Award Information and Restrictions and talk to your sponsored research office.

- The FINESST grant can fund up to a three-year research project, contingent upon availability of NASA funds and satisfactory progress.
- An FI supported for fewer than three years while obtaining a Masters may continue as a student participant on the FINESST grant while they pursue a PhD at the awarded institution. Even after completing a terminal degree, if acceptable to the awarded institution, the FI may remain at the grantee institution to continue the research.
- Not all projects require the maximum amount available in the period of performance. Proposers should lay out the proposal’s budget justification as explained in Section 4.1.7 “Budget Timeline and Narrative.”
How are FINESST Proposals Reviewed? Who does the Reviews?

Short Answer: See Section 5. Proposal Evaluation and Selection starting on page E.6-13

• NASA Headquarters Science Mission Directorate scientist(s) and program managers/executives, or their designees, conduct proposal evaluations through one or a combination of the following methods: individual reviews, virtual panels, or face-to-face panels.

• Reviewers can be from the external community including scientists at NASA Centers.
FINESST Criterion (A) The Scientific Merit Of The Proposed Research Project

Assessing the scientific merit of the proposed research includes:

1. The compelling nature of the research topic.
2. The exhibited depth of understanding of the research topic.
3. The expected impact of the research, should it succeed.
4. The feasibility of the proposed research plan, including the availability of resources for successful completion of the project.
5. The robustness of the research plan to anticipated setbacks.
FINESST Criterion (B) The Relevance Of The Proposed Research Or Technology Development to SMD's Objectives In Earth And/Or Space Science

As described in Section 2: Division Research Overviews:
Proposals must be specific about how the proposed research is relevant to the particular division/program that will review the proposal.

Note: Peer reviewers may comment on relevance, but the funding SMD Division makes the ultimate determination on relevance.
FINESST Criterion (C) Research Readiness Assessment

This criterion focuses on how the FI's research design, approach, attitudes, or perceptions correlate to their actual research skills/capabilities as described in the:

1. FI's personal statement.
2. The PI-FI Mentoring Plan/Agreement.
3. The FI's curriculum vitae/resume.
4. The PI's curriculum vitae/resume.

Reviewers evaluating research readiness may be asked to consider the following questions: Does the FI’s record of performance demonstrate an ability to excel and to learn? Does the choice of research mentor(s) complement the proposed research project? Has the FI been involved in any activities within or outside of academia that make them particularly capable of conducting the proposed research? Will the proposed mentoring activities advance the FINESST research and enable access to resources, prepare the FI to apply for NASA opportunities, and/or in other ways facilitate the FI's growth as a new professional?
FINESST Criterion (D) Cost Reasonableness

FINESST grants are limited cost category awards. NASA personnel will look at the split between stipend and other participant support costs (see Section 6).

Tips from Section 6. Award Information and Restrictions

• FINESST supports an independent research project performed by a Future Investigator (FI). The PI and the FI are to work with the university Office of Sponsored Research or its equivalent to determine the appropriate allocation in each budget category.

• SMD suggests a student stipend of $35,000 per 12 months; however, the stipend should be comparable with the institution’s prevailing rate.

• When the FI’s level of effort will be less than 12 months, and when a $35,000 stipend is the institution’s normal prevailing rate, then the institution normally prorates the FINESST stipend in the budget.
Dr. Allison Leidner Explains The Earth Science Research Program Managed By The Earth Science Division (ESD)

The Program contributes to NASA's mission, in particular, Strategic Objective 1.1: "Understanding The Sun, Earth, Solar System, And Universe" (from the 2018 NASA Strategic Plan). This strategic objective involves the following key questions:

- How is the global Earth system changing?
- What causes these changes in the Earth system?
- How will the Earth system change in the future?
- How can Earth system science provide societal benefit?

The ESD welcomes proposals that relate to: Research and Analysis, Applied Sciences, Earth Science Technology Office, and Flight. ESD encourages proposals that place particular emphasis on the utilization of unique NASA capabilities in studies of the Earth.

Read More In FINESST Section: 2.1 Earth Science Research Program
Dr. Roshanak Hakimzadeh Explains The Heliophysics Research Program Managed By The Heliophysics Division (HELIO)

Chapter 4.1 of the SMD Science Plan 2014 describes the Heliophysics research program.

The NASA Strategic Objective for Heliophysics is to understand the Sun, Earth, Solar System, and Universe. In pursuit of this objective, and with guidance from the National Research Council’s most recent decadal survey, Solar and Space Physics, A Science for a Technological Society, key questions are:

• What causes the Sun to vary?
• How do the geospace, planetary space environments, and the heliosphere respond?
• What are the impacts on humanity? The research program supports theory, modeling, and data analysis utilizing remote sensing and in situ measurements.

The program also supports investigations of the physics of magnetospheres, including their formation and fundamental interactions with plasmas, fields, and particles and the physics of the terrestrial mesosphere, thermosphere, ionosphere, and auroras, including the coupling of these phenomena to the lower atmosphere and magnetosphere. For further information, consult Our Dynamic Space Environment: Heliophysics Science and Technology Roadmap for 2014-2033.

Read More In FINESST Section: 2.2 Heliophysics Research Program
Dr. Lindsay Hays Explains The Planetary Science Research Program Managed by the Planetary Science Division (PSD)

The Program sponsors research that addresses the broad strategic objective to "Ascertain the content, origin, and evolution of the Solar System and the potential for life elsewhere." To pursue this objective, the Planetary Science Division has five science goals that guide the focus of the division's science research and technology development activities. As described in Chapter 4.3 of the SMD 2014 Science Plan these are:

• Explore and observe the objects in the Solar System to understand how they formed and evolve.
• Advance the understanding of how the chemical and physical processes in the Solar System operate, interact and evolve.
• Explore and find locations where life could have existed or could exist today.
• Improve our understanding of the origin and evolution of life on Earth to guide our search for life elsewhere.
• Identify and characterize objects in the Solar System that pose threats to Earth or offer resources for human exploration.

Read More In FINESST Section: 2.3 Planetary Science Research Program
Dr. Evan Scannapieco Explains The Astrophysics Research Program Managed By The Astrophysics Division (ASTRO)

The Program explores the Universe beyond our Solar System: from the search for planets and life in other stellar systems to the origin, evolution, structure, and destiny of the universe itself.

Investigations submitted to the Astrophysics research program should explicitly support past, present, or future NASA astrophysics missions. These investigations may include theory, simulation, data analysis, and technology development. The Astrophysics research program and missions are described in Chapter 4.4 of the SMD 2014 Science Plan.
What Does FINESST Is A New Program Element In Research Opportunities In Space and Earth Sciences (ROSES)-2019 Mean? A Concise Overview

Presented by Dr. Max Bernstein, Senior Lead for Research and Analysis, Blogger, and Frequently Asked Questions (FAQ) Author

https://science.nasa.gov/researchers/roses-blogs
https://science.nasa.gov/researchers/sara/faqs

Please email non-FINESST questions or comments to Max at SARA@nasa.gov
ROSES is a NASA Research Announcement (NRA)

"ROSES" = Research Opportunities in Space and Earth Sciences has many topics, many due dates, and the default rules (about all the boring stuff like fonts, policies etc.) is (mostly) relegated to the "Summary of Solicitation" (SoS). See the ROSES-19 landing web page at: http://solicitation.nasaprs.com/ROSES2019 (next year it will be http://solicitation.nasaprs.com/ROSES2020)

Once you have read the SoS you can focus on the science or technology that is typically just a few pages long.
Omnibus Solicitation Structure

An omnibus like ROSES is layered:
1) The Summary of Solicitation (SoS) that sets the rules.
2) The overview for an Appendix, e.g., A.1 The Earth Science Research Overview may add extra detail or supersede the default ROSES rules in the SoS.
3) An individual call, i.e., a program element such as FINESST, is mostly technical; adds extra detail, may supersedes the research overview and/or the SoS. For example, FINESST has criteria that differ from the default presented in the ROSES Summary of Solicitation.
Omnibus Solicitation Structure

For example, when you have a FINESST research-related question you should look first at the proposed funding division’s individual program element, like A.23 Terrestrial Hydrology.

If you find your answer there then stop. Only if you don’t see the answer do you then look in A.1 The Earth Science Research Overview. If you find your answer there then stop.

Only if you don’t see the answer do you then look in the ROSES Summary of Solicitation.

When you are talking about ROSES rules questions, not technical questions, then send an email to sara@nasa.gov. Send E.6 FINESST questions to: HQ-FINESST@mail.nasa.gov.
If You Decide NOT To Propose To FINESST, Consider Volunteering As A ROSES Reviewer

• To increase and diversify the pool of reviewers SMD seeks subject matter experts to serve as on-line reviewers of proposals and/or in-person reviewers to engage in discussions at a face-to-face panel meetings.
• New researchers including post doctoral fellows are welcome to volunteer as they provide fresh insight from people close to the most current research.
• Follow the link below to check which ROSES programs, such as FINESST, are recruiting volunteers:
  https://science.nasa.gov/researchers/volunteer-review-panels
What is in a FINESST Proposal?
Who is the Primary Author of the Proposal? What’s the FINESST Proposal Format Limits? What about.

Short Answer: A Checklist is no substitute for reading all the subparts of Section 4. “Proposal Preparation and Submission” very, very carefully!

• The FI (student) must be the primary author of the proposal’s research project description and personal statement.

• Main body text of proposals and captions must use an easily read font of no more than 15 characters per horizontal inch (typical of 12-point Times New Roman) and no more than 5.5 lines per vertical inch (i.e., single-spaced).

• Unless otherwise specified for a particular part of the proposal, there must be at least one-inch margins on all sides, and the proposal must be sized for U.S. letter size (8.5x11) paper.

• NOTE: The CVs are part of the main body of the proposal.
Regardless of the Proposal Submission System Used, Submit A Complete Proposal!

• See FINESST Section 10.6 “Explanatory Note F -- FINESST Proposal Preparation: Item Check List, Page Limits and Number of PDF Files”

Unless specified otherwise, all proposal parts have page limits as maximum
Checklist of Items To Be Included In The FINESST Proposal PDF File

1. Table of Contents - 1 page.
2. Personal Statement (authored by the FI) - 2 pages
3. Science/Technical/Management Section (authored by the FI) 6 pages Including illustrations, tables, figures, and foldouts.
4. References/Citations and Acknowledgements 1 page or more as needed. At minimum must include a statement that the proposal is the work of the FI.
5. Resume/Curriculum Vitae (CV) For the PI and FI – 2 pages each.
6. CV for Co-I(s): Optional – 1 page each.
7. A PI-FI mentoring plan or agreement – 2 pages. Exception: If the submitting institution has a standard Mentor-Mentee checklist, plan, agreement, template, etc., and it is longer than 2-pages, uses font size, margins, etc., that do conform to this solicitation, then the institution’s standard is acceptable.
8. Budget Timeline and Narrative – 2 pages. Excluding any special documentation, e.g., when submitting institution is not an education organization, proof that the proposed FI is enrolled/in good standing in an eligible degree program at a university, etc.
A Second FINESST PDF File - only when applicable

• Optional High-End Computing (HEC) Appendix, See Explanatory Note-A for details.

• SMD provides a specialized computational infrastructure to support its research community, managed on its behalf by NASA's High-End Computing (HEC) program visit the HEC website at https://www.hec.nasa.gov/.

• Two major computing facilities are offered, namely, the NASA Center for Climate Simulation (NCCS) at the Goddard Space Flight Center (GSFC), and the NASA Advanced Supercomputing (NAS) facility at the Ames Research Center (ARC).
Fellowships Require Recommendation or Reference Letters, Does FINESST Have the Same Requirement? If Not, Then Can The Proposal Include Letters Anyway?

**Short Answer:** Try to avoid adding parts NASA didn’t invite.

- For details See Section 3.17 “Statements of Commitment and Letters of Resource Support” of [The Guidebook for Proposers Responding to A NASA Funding Announcement](#).
- A recommendation letter is a type of "letter of affirmation" i.e., letters that endorse the Intrinsic Merit, including significance or impact, of a proposal.
- NASA neither solicits nor evaluates such endorsements for proposals. Whether a proposal fully meets the evaluation criteria is determined by NASA with input from peer review.
- If letters of affirmation are submitted, they may not be submitted as an appendix; they must be included as part of the Scientific/Technical/Management plan and are counted within the required page limitations.”
Doesn’t NASA Want the FI’s Transcripts? What About...

Answer: See Section 4.1.8 “Proposal compliance”

• Proposals containing unsolicited appendices/attachments may be declared noncompliant.

• Do not include undergraduate or graduate transcripts for the FI.

• This is a research grant not a fellowship.
If Time Has Permitted And The Operator Has Opened Lines. Obey the Operator!

Please callers DO NOT disclose your names or institutions. If a caller can’t join the call for any reason, e.g., scheduling conflict, number of callers exceeds line capacity, see Section 1.2 "Record/Replay of the Pre-Proposal Telecon".
Thank You For Joining Today’s Call!

In the event of any future lapses to the NASA operations, please visit NSPIRES, the NASA Solicitation and Proposal Integrated Review and Evaluation System, the official NASA source for the full FINESST Solicitation.
Conclusions/Final Tips

• Before preparing and submitting a proposal, please make the time to read carefully the entire FINESST funding opportunity. Reading all of ROSES is not required!

• Can’t find something you think should be in the FINESST call or thought you read before? Open the FINESST funding opportunity and use the search or find-in-page feature with a key word(s), e.g., letter, budget, etc. That’s a lot faster than emailing questions to: HQ-FINESST@mail.nasa.gov.

• Want to keep better track of FINESST and other funding opportunities? Consider subscribing to NASA Science Mission Directorate mailing list to receive email alerts. Access (or create) your NSPIRES account, click on Account Management, then click the Email Subscriptions link. If you need NSPIRES assistance, please contact the Help Desk Email: NSPIRES-Help@nasaprs.com Phone 202-479-9376
Back Up Charts

How Do You Submit A FINESST Proposal?
NASA Solicitation and Proposal Integrated Review and Evaluation System or NSPIRES 101

• Each FINESST Proposal needs at least three people who are registered in NSPIRES. The PI, the AOR, and the FI.

• Anyone, however, can become a registered user of NSPIRES! Go to: https://nspires.nasaprs.com

Registration is required in order to do the following*:

• Create and submit Proposals
• View status of proposals
• Register an organization
• Submit individual reviews of proposals when participating in a review
• Have a proposal submitted to Grants.gov transcribed to NSPIRES for its review by NASA

*Not a complete list.
What Happens After You Register with NSPIRES?

• Once users log into their accounts, NSPIRES provides a dashboard in order to view important notifications and alerts.

• Users will be able to access different features of the website directly from the dashboard.

• The NSPIRES dashboard is composed of individual widgets which provide functionality such as:
  - Individual Reminders/Notifications
  - Organization Alerts
  - Shortcut Links to various other application modules
Do Grants.gov Proposers Need To Register with NSPIRES? What’s The Benefit to the Proposer?

Short Answer: Yes. SMD uses NSPIRES to communicate with FINESST proposers, i.e., PIs and AORs, even those that submit proposals via Grants.gov.

- NASA uses NSPIRES to review FINESST proposals
- NASA uses NSPIRES to securely store the results of individual proposal reviews in order to share those results with the PI and AOR.
- These tutorials can be found in NSPIRES in the Tutorial and User Guides section under the Help menu
Submission of FINESST Proposals via Grants.gov—Some Basics—For Details Go To ROSES Section (v)
Submission of Proposals via Grants.gov
Grants.gov details are in ROSES-19 starting on page SoS-22

• Grants.gov is now using the Workspace environment.

• Grants.gov requires that the PI use Workspace for either online completion of forms or downloading of forms for completion offline, in addition to downloading an instruction package from Grants.gov.

• Proposals submitted via Grants.gov must be submitted by the AOR.

• Within a few days of submitting the proposal to Grants.gov, the PI and AOR should receive an email verifying submission of the FINESST proposal to the NSPIRES system, for review. Any proposer not receiving such a verification should contact the NSPIRES Help Desk.
Do PIs Initiate The FINESST Proposal On NSPIRES? Can FIs Initiate?

• ANSWER: In NSPIRES, the FINESST PI (not an FI) starts the proposal and then grants the FI the view or edit permissions for the different components of the proposal.

• FINESST uses a full proposal cover page, including a Data Management Plan (DMP), or an explanation of why one is not needed given the nature of the work proposed.

• The DMP is not part of the proposal page limit, but it is limited to two, 4000-character plain text boxes on the NSPIRES web pages associated with the proposal.

• That said, NSPIRES can’t prevent the FI from initiating a proposal, but that will be a waste of time because the FI is not the equivalent of a Co-I or PI.

• A FINESST proposal submitted with the FI as PI is not compliant.
If You Need Help Submitting A Proposal, Make Sure You Contact the Right Help Desk!

NSPIRES Help Contact Information
If you need help or have any questions regarding NSPIRES
Phone: (202) 479-9376, M - F, 8 AM to 6 PM EST/EDT, excluding Federal Holidays, e.g., January 1
Email: nspires-help@nasaprs.com

Grants.gov Help Contact Information
• For any questions that cannot be resolved with the available online help menus and documentation, requests for assistance may be directed by email to support@grants.gov
• By telephone to (800) 518-4726 twenty-four hours a day, seven days a week, except Federal holidays when the support center is closed.
What is the Optional High-End Computing (HEC) Appendix? Presented by Ms. Nancy Carney

NOTE: If the PI needs technical support to use HEC’s Request Management System (RMS), then please email support@hec.nasa.gov and specify in the subject line "NNH19ZDA001N-FINESST HEC Request". Please allow 72 hours for a response before sending a second email.
Overall Process

1. Submit HEC request in RMS & save a PDF
   - Principal Investigator (PI) on behalf of Future Investigator (FI)
2. Upload request PDF to proposal & submit in NSPIRES
   - FI
3. Selection
   - NASA
4. Update funding in RMS
   - PI on behalf of FI
5. Allocation
   - NASA
6. Set up NAS or NCCS account
   - PI
7. Add FI to the account
   - PI
8. Submit jobs on the computer
   - FI
9. Manage your allocation
   - PI & FI
10. Close out your project
    - PI & FI

Done!
Important Info & Resources

1. You must have current NASA funding before using HEC resources.
2. The HEC program allocates resources at the beginning of each fiscal quarter.
3. Deadline for requesting an allocation is ~5 weeks before the start of the quarter.
4. Allocations can be increased or decreased using the modification form in RMS.

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<thead>
<tr>
<th>Resources</th>
<th>Contact Information</th>
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<tr>
<td>RMS</td>
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<td>HEC User Services (policy questions)</td>
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<td><a href="mailto:support@nccs.nasa.gov">support@nccs.nasa.gov</a></td>
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The Request Form Has Six Sections

- Computational Project Info
- Funding Info
- Desired Resource Info
- Application Info
- Data Security Info
- Data Storage Info

Pay special attention
Section I Tips

Sponsoring Directorate = SMD
Sponsoring Division = Astro, Earth, Helio or Planetary
Sponsoring Project = leave blank
Abstract = science abstract
Justification = how HEC will help achieve your goals
Codes to be run = Custom code?  Existing model?
Requested start date = default start date from the solicitation
Project duration = 3 years
Section II Tips

Funding Type = ROSES
Funding Year = solicitation year
Funding Name = FINESST + SMD Division
Proposal # = leave blank
Fund Manager = depends on SMD Division:
  Scannapieco (Astrophysics)
  Leidner (Earth Science)
  Hakimzadeh (Heliophysics)
  Hays (Planetary Science)
Section III Tips

Select a location first

Request resources for each fiscal year of the project

The red icon opens a Standard Billing Unit (SBU) calculator
End of FINESST Back Up Slides