

## **REPLACE THIS LINE WITH YOUR PROPOSAL TITLE**

The recommended sections for a *TESS* GI proposal are shown below. Feel free to change section headings as necessary, but this is the suggested minimal information that should be included in the proposal. This Science/Technical section of the proposal is limited to 4 pages for small programs, and 6 pages for large programs. Figures are included in these page limits, but references and a (sample) target table are not included in these page limits.

Note that the Phase-1 proposal review will be dual-anonymous and follow the guidelines listed below:

- Proposals should eliminate language that identifies the proposers or institution, as discussed in the [Guidelines for Anonymous Proposals](#).
- PIs are required to upload a one-page [Team Expertise](#) PDF through a separate upload when submitting the science justification into ARK/RPS.
- Proposals that do not follow these dual-anonymous guidelines may be returned without review.

### **1 Introduction**

Summarize the problem being addressed and give an overview of how your investigation will help. Why *TESS*, why now?

### **2 Scientific Justification**

Provide text and figures that justify the scientific need for *TESS* observations and analyses here. When applicable, justify your choice of new 2 min or 20 s cadence observations. If you will be making use of the 200 s FFIs for your research, make it clear why the *TESS* FFI data are suitable for your science. If your program includes theoretical, simulation, or ground-based observing components, describe why these efforts are critical.

### **3 (Only For ToO Proposals) Trigger Criteria**

If the proposed investigation includes Targets of Opportunity (ToO's), describe also the circumstances under which a ToO is triggered, an estimated duration of the event(s), and an estimated probability for triggering the observations. Also discuss the potential science impact imposed by the delay in upload of the event due to *TESS* orbit/uplink constraints.

## **4 (Only For Joint Swift Proposals) Need for Joint Swift Observations**

Proposals to this joint program must clearly justify the need for *Swift* data and the amount of *Swift* time needed to achieve the science goals.

These proposals must also present a defined plan for analysis of both the TESS and *Swift* data.

Note that *TESS* GI funding is available to successful U.S.-based investigators who request *Swift* observing time through the *TESS* GI process. No funds will be awarded from the *Swift* project for joint investigations proposed to this *TESS* program element.

## **5 Analysis Plan**

Discuss how you plan to analyze the *TESS* data (or for ground-based observing programs, the data collected). This includes the development of software tools.

## **6 Technical Feasibility**

Provide text and figures showing that the proposed *TESS* investigations are feasible; consider the *TESS* survey strategy, target observability, and required signal-to-noise, etc. The *TESS* Science Support Center ([TSSC](#)) makes several tools available to help estimate these quantities. For ground-based observing focused programs, a description of the resources that will be used should be described here.

## **7 Expected Impact**

Summarize the expected science return of the proposed investigations and the expected benefit to the community, including new data products and software tools to be made publicly available.

## **8 Work Plan**

Provide a brief (minimum 1 paragraph) anonymous work plan that provides details on how the proposed effort will be carried out, including the allocation of effort amongst investigators. For example: “Co-I #1 will extract the light curves. The PI will mentor a graduate student to model the light curves. Co-I #2 will lead the collection of ground-based observations.”

All proposals requesting funds must also provide upon submission a bottom-line proposed budget number in the provided field of the ARK submission form; this number should not be included in the body of the proposal.

## 9 References

List of references. References *are not included* when considering the proposal page limit. References in the text should be in the number format, and in the references list as:

[1] Person A, Person B, Person C, et al., 2016, ApJ 200, 231, 2

[2] Person D & Person E, 1912, Nature 495, 452

## 10 Target Table

When necessary to justify your proposal, provide a list of targets using the below example as a template for format. This target table is designed to aid reviewers and need only provide a representative sample of the complete target list uploaded to RPS. Full target tables should be submitted electronically with the Phase-1 proposal. Please limit any target table included here to only 1 page. The table is not included in the page limit of the Science/Technical section.

TIC ID	Common Name	RA (deg)	Dec (deg)	TESS mag	Obj. Type	Comments
388857263	Prox Cen	217.428793	-62.679592	7.36	M Dwarf	2 min cad., RV planet
353622691	BL Lac	330.6803807	42.2777717	13.1	AGN	20 s cad.

## OPEN SCIENCE & DATA MANAGEMENT PLAN (OSDMP)

TESS GI proposals must provide [Open Science and Data Management Plan \(OSDMP\)](#). In the OSDMP proposers must clearly describe the plans to make any new software, higher level data products and/or supporting data publicly available. Software developed with TESS GI funds must add value to the TESS science community, be freely available, and have the source code openly accessible. Proposals that would create software must discuss in their OSDMP what practices they will follow to develop any tooling. This includes how tools will be distributed, version controlled, tested, and documented.

The OSDMP can be no more than 2-pages long, and *does not* count against the page limit for Scientific/Technical/Management. Proposers should refer to the following documents when preparing their OSDMPs:

### Applicable Policies and Requirements:

- [NASA Plan for Increasing Access to Results of Federally Funded Research](#)
- [SMD Strategy for Data Management and Computing for Ground Breaking Science 2019-2024](#)
- [SMD Information Policy \(SPD-41A\)](#)
- [ROSES Section 1.2 of D.1 The Astrophysics Research Program Overview](#)

### Additional guidance:

- [ROSES Open Science and Data Management Plan](#)
- [SMD Open-Source Science Guidance](#)
- [SMD Open Science Guidelines GitHub](#)
- [SMD Information Policy FAQ](#)

If there are costs associated with performing the proposed OSDMP tasks, those costs must be accounted for in the proposal budget and/or budget justification.

Italicized text below is included for explanatory purposes throughout this template and should be omitted from the OSDMP. This template provides one example of the format and contents of an OSDMP.

Questions about OSDMPs can be sent to [SARA@nasa.gov](mailto:SARA@nasa.gov) or the program scientist Josh Pepper ([joshua.a.pepper@nasa.gov](mailto:joshua.a.pepper@nasa.gov)).

## **11 Data Management Plan**

A data management plan is required for all SMD-funded activities that are expected to produce scientific data. Here it is incorporated into the broader OSDMP. Follow any specific requirements for the data management plan that are provided by the funding solicitation or relevant SMD Division. At a minimum, the DMP includes the following elements:

### **11.1 Expected data types, formats, volumes, and standards**

Describe the data expected to be produced from the proposed activities. Include the types of data to be produced, the approximate amount of each data type expected, the machine-readable format of the data, data file format, and any applicable standards for the data or associated metadata.

### **11.2 Repositories and timeline for sharing data**

Specify the repository(ies) that will be used to archive and provide public access to data and metadata arising from the activities and the schedule for making data publicly available. Include a description of how data will be archived to enable long-term preservation.

### **11.3 Description of data types that are exempt from data sharing requirements**

Specify data types that are excluded from requirements to make the data publicly available and cite the relevant laws, regulations, or policies that generate the exclusion.

## **12 Software Management**

A software management plan is required for all SMD-funded activities that are expected to produce software. Here it is incorporated into the broader OSDMP. Follow any specific requirements for the software management plan that are provided by the funding solicitation or SMD Division. If the activity is not expected to produce software, include a statement such as: “No software development is anticipated for this effort. If software is created, it will be made publicly available to the extent legally permitted per the Scientific Information Policy for the Science Mission Directorate.”

### **12.1 Expected software types**

Describe the software expected to be produced from the proposed activities, including types of software to be produced, how the software will be developed, and the addition of new features or updates to existing software. This can include the platforms used for development, project management, and community-based best practices to be included such as documentation, testing, dependencies, and versioning.

## **12.2 Repositories and timeline for sharing software**

Specify the repository(ies) that will be used to archive software arising from the activities and the schedule for making software publicly available. This should include the license under which the software will be made available. If there are no other restrictions, the software should be released under a permissive license.

## **12.3 Description of software that are exempt from software sharing requirements**

Specify software types that are excluded from requirements to make the software publicly available and cite the relevant laws, regulations, or policies that generate the exclusion.

# **13 Open Science Plan**

## **13.1 Publication Sharing**

Describe the types of publications that are expected to be produced from the activities (e.g., peer reviewed manuscripts, technical reports, conference materials, and books). Outline the methods expected to be used to make the publications publicly available, which will likely include options listed under ‘How to Share Publications’ in the SMD Open-Source Science Guidance. This may include posting manuscripts to community-appropriate preprint servers, making accepted manuscripts publicly available in NASA’s STI Repository, or publishing manuscripts as Open Access in reputable journals. Note that costs for Open Access publishing may be included in proposal budgets.

## **13.2 Other Open Science Activities**

Optionally, the OSDMP may include a description of additional open science activities associated with the project (if not described elsewhere in a proposal). This may include: holding scientific workshops and meetings openly to enable broad participation, providing project personnel with open science training or enablement, implementing practices that support the inclusion of broad, diverse communities in the scientific process as close to the start of research activities as possible if not described elsewhere, and contributions to or involvement in open-science communities.

# **14 Roles and Responsibilities**

Specify the project personnel who will ensure the implementation of the OSDMP. This may be its own section or integrated into the sections above.