

THE PROPOSAL-TO-AWARD PROCESS

I. General Observer Program Awards:

- Chandra Call for Proposals (CfP) is released in December.
- Science community prepares Stage 1 science proposals due by mid-March.
- In June, Peer Review Committee reviews Stage 1 science proposals in accordance with the evaluation criteria contained in the CfP and prepares a list of recommended winners based on the scores given to each proposal.
- In mid July, lists of targets for observation plus archive and theory proposals recommended by the peer review are posted at: http://cxc.harvard.edu/target_lists/
- In mid August, the Selecting Official (Chandra X-ray Center Director) notifies, in writing, all Principal Investigators (PI) who submitted a Stage 1 proposal of the results of the review.
- Simultaneously, all US-based investigators with an approved project are invited to submit a Stage 2 cost proposal by mid September for the funding that they estimate will be required to carry out the investigation. At this time PIs are provided with a budget allocation, calculated using a number of factors including observation time and level of difficulty. The allocation indicates the maximum budget available to a given project.
- Cost proposals are reviewed for completeness and compliance with the CfP and instructions for the submission of Stage 2 cost proposals.
- Awards will be made at the allocated budget amount or the submitted budget amount, whichever, is lower.
- By late November the Selecting Official will notify each PI in writing of the approved award dollar amount.
- If the difference between the proposed funding and the approved funding is more than 20%, then a revised cost proposal must be submitted by the PI. New budgets are not required when the approved funding is within twenty percent (20 percent) of the proposed amount; however, if Co-Investigators will be funded, the PI must submit in writing a breakdown of how the funding is to be split among all investigators to be funded.
- The new cycle of observations typically begins in January of each year. Archive and Theory awards are normally issued in January.
- All awards are subject to the availability of funds.
- Once the initial observation has been successfully completed and the data has been distributed to the PI, the Grant Award will be issued by the SAO Subawards Section. In most cases, this occurs soon after the data has been distributed; however, in cases where a project consists of multiple targets or is broken into multiple observations, the Grant Award will be issued following the delivery of the first data set. This process can take up to 4 weeks from the time the initial observation is made to the issuance of the Grant Award. (Chandra targets and observation-scheduling information can be found at: http://cxc.harvard.edu/target_lists/index.html).
- Awards to Federal Agencies or Federally Funded Research and Development Centers (FFRDCs) will be issued via inter-agency funds transfers by NASA Marshall Space Flight Center (MSFC).