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# **GUIDELINES FOR G-POD PROPOSAL SUBMISSION**

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Guidelines GPOD

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## 1 INTRODUCTION

To submit a G-POD proposal, the Principal Investigator (PI) shall produce detailed information about the following topics:

- General information about the PI;
- Project overview;
- Information about the team;
- Expected innovation and contribution to the objectives;
- Detailed description of the experiment;
- Project schedule;
- Data requirements;
- Description of rights granted for long-term usage.

The proposal should be submitted via the WWW (<http://eopi.esa.int/G-POD>). All proposals must be written in English. Should you have any problem to submit your proposal, you can contact EOHelp: <https://earth.esa.int/web/guest/contact-us>

Note

*This opportunity does not require, nor requests, any a priori experience in GRID, parallel computing or high-performance computing domains.*

## 2 LOGIN MY EARTHNET

A pre-requisite to access the Submission area is to be logged-in to My Earthnet (see Figure 1). In case you are not registered to Earthnet, please select the button Register: this will lead you to the ESA EO-SSO registration area (see Figure 2), where you will be requested to define username, password and to provide your Email address. A registration link will be then sent to the provided Email address, allowing to activate your registration and, consequently, to login to My Earthnet.



Figure 1: Login My Earthnet and Registration buttons in two different pages of EO-DISP



Figure 2: ESA EO-SSO interface

### 3 STARTING THE SUBMISSION OF A G-POD PROPOSAL

The submission of a G-POD proposal can be started from the PI Community pages, by selecting the links “Apply for Data” =>AOs or the G-POD icon shown in the section “Open Opportunities for Researchers”.

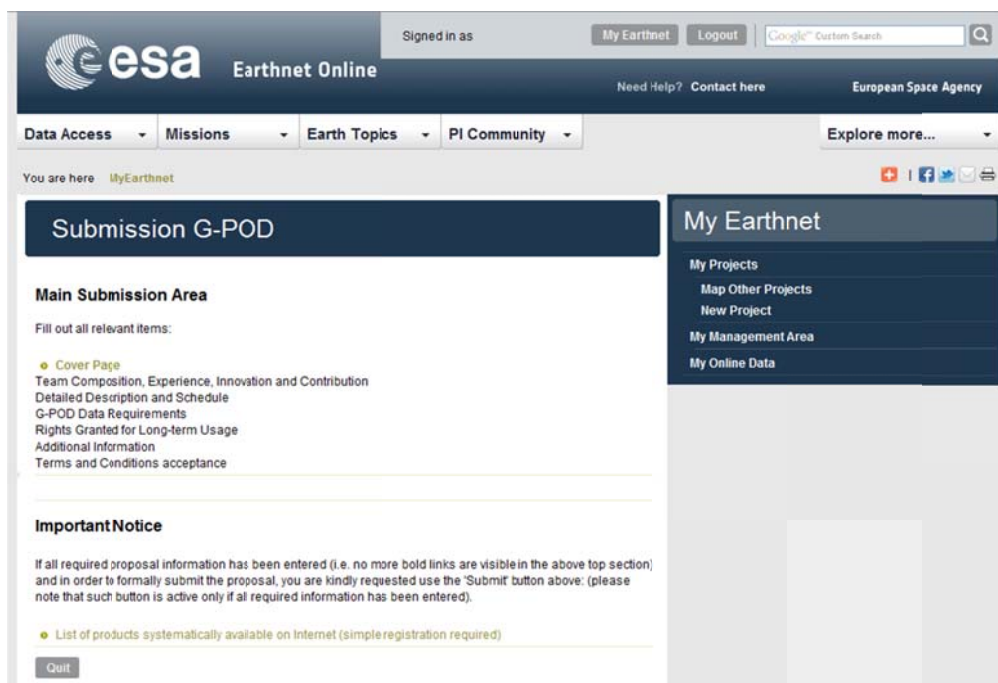
This will lead the PI to the My Earthnet page. Note: if you have not yet registered to the ESA EO-SSO (see previous paragraph) you must do so in order to start your Proposal.

On acceptance of the proposal, the information provided about the PI, PI's Institute, Project's Summary and Schedule will be publicly available on the Website, unless differently requested and justified in the Detailed description of the proposal.

The following sections illustrate name and content of proposal example that the PI shall fulfill to provide the evaluation panel with the detailed information required to evaluate the proposal. The proposal shall contain the following sections:

- The Cover page: general information about the PI and project overview.
- The Team Composition, Innovation and Contribution section.
- The Detailed Description and Schedule section: including the scientific reasoning, algorithm and application (including the current state of development)
- The Data Requirements section.
- The Description of Rights Granted for Long-term Usage section

- An area for uploading complementary material



**Figure 3: The Submission area, enabling the navigation through the various parts of the proposal. Please note: only after the proposal will have been duly filled-in the Submit button will appear (to the right of the Quit button), enabling formal submission of the proposal**

Note:

- in the case the PI, in addition to data available through G-POD, is interested in accessing also ESA or ESA TPM products systematically available on the internet, the My Online data link shown in My Earthnet area (Figure 3) offers the possibility to select and access them almost immediately (as soon as the online Terms and Conditions are accepted).
- In the case the PI wants to get access also to other ESA and ESA TPM data, which are available “on demand” (data that need to be produced and eventually planned, and for which a product/programming quota set by ESA is compulsory), the New Project link shown in My Earthnet area (Figure 3) offers the possibility to submit a detailed request for such data to ESA

## 4 SUBMITTING A G-POD PROPOSAL

### 4.1 *Cover Page*

The cover page shall include a title and executive summary (not exceeding 4000 characters). This summary shall include information regarding the thematic area, objective, method of the project, together with, if applicable, the geographical area of study. The availability of funding to run the project shall also be specified in this section. Principal Investigator information is also collected in this area, the fields Fax and Acronym of the Institute are not compulsory, the fields Email can not be modified (it can only be updated within the UMSSO interface at: <https://eo-ssoidp.eo.esa.int/idp/umssso20/admin>). Note: all communications will be addressed to the Email appearing in this section.

### 4.2 *Team Composition, Experience, Innovation and Contribution*

- Team Composition: A summary presentation of the participants to the project
- Experience: Information about experience on the relevant fields of the scientific application, like publications or on-going and past projects of the team should be included. Demonstration of the team's prior experience on the implementation of the algorithm proposed, including, when available, preliminary results (e.g. publications) obtained by e.g. a prototype version of the application.
- Innovation: If relevant, the innovative character of the proposal can be described, indicating the related domains
- Contribution to the G-POD opportunity objectives (please refer to the main text). Further details can be provided in the Detailed Description of the proposal.

### 4.3 *Detailed description and Schedule section*

The detailed description section is the essential part of the proposal where the scientific reasoning and algorithm are presented. It should include, but not limited to:

- The scientific objectives and a summary description of the anticipated value-added products/scientific results generated in output of the application/study
- A description of the software application, or assemble of applications, intended for the data processing, including:
  - a) Algorithm overview and application processing rationale. In particular, this section shall detail the application input and output flows, and include an example of a processing chain from input to output. The expected sizes of the intermediate and output data generated by the application shall be detailed as appropriate.
  - b) Software application specific requirements in terms of operation system, system libraries, software resources required (e.g. Matlab, IDL, etc) and estimate memory and processor needs
  - c) The expected production load required for the entire study, detailing the expected processing times of single runs, number of runs anticipating potentially required iterations

- d) Please note that additional material (e.g. tables, graphics, workflows, etc) can be uploaded through the section “Additional Information” (cf. paragraph 2.6).

The schedule section shall contain the plan and provisional schedule for:

- Expected readiness of the core software elements at least in prototype form, and in final version. If appropriate, it should contain the resources allocated for possible application corrections or adaptations to the Linux Environment.
- Expected readiness of the application documentation allowing to start the engineering process on G-POD
- Tentative schedule of the application integration process into G-POD and beginning of the production phase
- Reporting on preliminary and final results

#### **4.4 Data Requirements**

Herein the proposal must identify the relevant ESA datasets required for the application in accordance with the list of available Earth Observation products associated to this opportunity.

When relevant to the content of the proposal, it must be specified the specific features required as pre-requisite on the data itself, such as contained features (e.g. cloud free observations), data quality, etc.

If the data origins from a source other than ESA (e.g. other Space Agency, ground/airborne campaigns, external databases, etc) the proposal should provide information about its origin, the procurement approach and declare any legal and license requirements. If additional ESA data (already available to the PI e.g. through ongoing projects) shall be used, the PI shall explicitly refer their origin and request the authorisation to re-use them.

In the case of large volumes of data (>50GB) not a-priori available on G-POD, the proposal shall identify the storage mechanisms available at the Principal Investigator or any other third-party institution, and proposed mechanisms/protocols for making them available to the ESA processing environment.

Please note that additional material (e.g. tables, graphics, workflows, etc) can be uploaded through the section “Additional Information” (cf. paragraph 2.6).

#### **4.5 Description of Rights Granted for Long-term Usage**

Herein, the PI shall clearly state his/her readiness/interest in granting to ESA and/or other scientists, specific rights for using, beyond the scope of the proposal, the processor and/or output products obtained at the term of the proposal implementation.

Algorithm Utilisation: Grants intention may be expressed e.g. on the algorithm itself, the binary application or source code, the final G-POD integrated application itself, etc.

Value-added products Utilisation: Eventual rights granted to ESA for the post-utilisation of the value-added products generated in the frame of the activity shall be described here.

#### **4.6 *Additional Information***

Should you need to provide more information about the proposal (e.g. tables, list of publications, references, graphics, workflow diagrams, etc), you have the possibility to upload a file. A short description of the file shall be provided in the relevant comment field. Please note: only one file can be uploaded under each button; should you have more files to upload for a same section, please zip them together.