

FY20 Joint Technology Transfer Initiative

Project Title

Principal Investigator Name(s)

PI Institution(s)

Research to Operations Transition Plan



*Office of Oceanic and Atmospheric Research
and
National Weather Service*

Date Submitted

Approval Page

Project Title

Research to Operations Transition Plan

The parties listed below, by providing signatures, are satisfied with and approve of the transition plan outlined in this document, which may be reviewed on an annual basis and updated as needed. Operational implementation of this new capability is subject to successful completion of the research development and testing described herein. Review and approval are subject to National Weather Service governance procedures and availability of funding.

XXXX XXXXX **Date**
XXXXXX Division Chief/Director
National Weather Service

Dorothy Koch **Date**
Director
OAR/Weather Program Office

Name: XXXXXXXXXXXX **Date**
Title: XXXXXXXXXXXX
National Weather Service Point of Contact

Guidance and instructions on completing each section is provided in this document in italics. For additional guidance on NOAA research to operations transition planning and policy and transition plan requirements, please visit this web site

http://www.corporateservices.noaa.gov/ames/administrative_orders/chapter_216/216-105B.html

and, in particular, the additional web link to the NOAA Procedural Handbook near the top of that web page

http://www.corporateservices.noaa.gov/ames/administrative_orders/chapter_216/Handbook_NAO216-105B_03-21-17.pdf

The concept of “Readiness Levels” is described in these documents.

****Delete this instruction page and all other italicized instructions from the final document when you are finished editing.****

1. Purpose and Objective

The purpose of this Research to Operations Transition Plan is to describe a plan for transitioning [your project] from a research platform to a long-term sustained operational capability within the NOAA National Weather Service.

Describe concisely what new science/technology/knowledge/application this project will transition to NWS operations and how it will enhance NWS forecasting capability.

2. Research background

Brief description of research background.

3. Capabilities and Functions

3.1 Current Capability

Briefly describe the current status of capabilities. How close is it to being ready for real-time operational capability? What is the current Readiness Level (RL) and the expected RL upon project completion?

3.2 Expected Operational Capability

*Briefly describe the intended NOAA **operational end state** and capabilities. After the grant ends, where will the project output transition? What is the expected concept of operations? Where would this capability be implemented in NOAA (what organization and location)? Who is(are) the intended beneficiary(ies) in NOAA who will implement and use this new science/technology/knowledge/application (e.g., a NWS national center, a regional center, local weather forecast offices or river forecast centers) (be as specific as possible)?*

3.3 Acceptance Criteria for Transition

Briefly describe what quantifiable performance measurement criteria or metrics need to be met in order for this project's output to be considered ready for transition to operations by NOAA. What signifies that the receiving office is ready to complete the transition?

4. Transition Activities

Briefly describe the major transition tasks and activities, including testbed activities, that are necessary as steps on the critical path (during or after the grant period) toward full transition of this science and technology to NOAA (i.e., to transition from the current RL to an RL 8).

5. Milestones and Deliverables

List milestones and deliverables for the project (be consistent with your original proposal). Milestones should be the anticipated completion dates for key tasks and output relevant to the end goal and transition of your project. Include a milestone at the beginning of year 2 to tag-up with the NWS POC and JTTI program to ensure transition plan reflects the current status.

6. Roles and Responsibilities

6.1 Principal Investigator's Role

6.2 NWS's Role

6.3 OAR's Role

Subject to availability of funds, the OAR Weather Program Office (WPO), will fund this project under NOAA cooperative agreement No. XXXXXXXXXX, which describes the terms and conditions of this project, for a period of two years starting xxxxxx 2020. WPO will provide management oversight of the grant project. WPO will also provide infrastructure funds to support the testing and demonstration of this project's capabilities at the XXXXX testbed.

6.4 Other Roles as Appropriate

7. Budget Overview

7.1 Cost of Current System

Subject to availability of appropriated funds, the final development and demonstration part of this project is funded by the Weather Program Office at a cost of \$xxx (your funding amount) over xx years from xx/xx/yyyy to xx/xx/yyyy.

You may add additional cost information if applicable to the current system.

7.2 Cost of Transition

The transition cost provided in this section is subject to the availability of appropriated funds.

Provide the transition cost estimated with the help of the NWS POC. Rough Order of Magnitude (ROM) cost estimates are acceptable here. This may include financial costs, computational costs, cost of employee time, etc.

7.3 Cost of Operational System Maintenance including Computational Resources

The cost provided in this section is contingent upon NWS's decision regarding operational implementation of this project, and subject to availability of appropriated funds.

Provide the ROM cost of life cycle operational system maintenance and computational resources, estimated with the help of NWS POC. This may include financial costs, computational costs, cost of employee time, etc.

8. Risks and Mitigation

Identify potential risks of the project transition to operations and your risk mitigation plan.