

**ESDIS IPA TEMPLATE INSTRUCTIONS
(TEMPLATE FOLLOWS ON NEXT PAGE)**

Select Edit>Find>Replace> and simply do a “find” and “replace” in Microsoft Word of the below Keywords:

Examples are provided, be sure not to insert any spaces before <or after the brackets > when you do a find, otherwise not all of the occurrences will be found, the expected number of replacements are listed in “()”:

<FULL FLT PROJ NAME>= ex: NASA Indian Space Research Organization Synthetic Aperture Radar (4 replacements)

<FLT PROJ ACRONYM>= ex: NISAR (77 replacements)

<DAAC ACRONYM>= ex: ASF DAAC (39 replacements)

<FULL DAAC NAME>= ex: Alaska Satellite Facility Distributed Active Archive Center (2 replacements)

<DATA PROVIDER ACRONYM>= ex: SDS (19 replacements)

<FULL DATA PROVIDER NAME>= ex: Science Data System (2 replacements)

<PRODUCT LEVELS>= ex:L0-L2 (2 replacements)

<X>, <NAME>, <TITLE>, <ORG> = replace as required

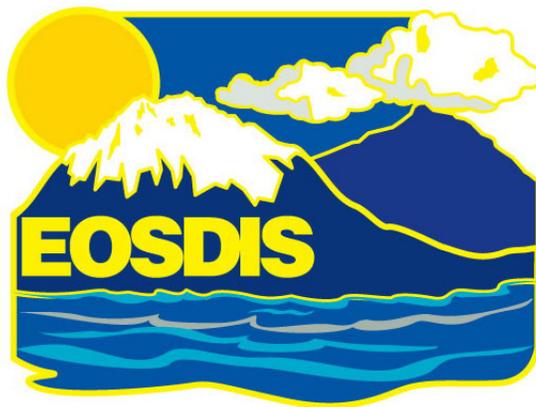
ACTUAL IPA TEMPLATE STARTS ON THE NEXT PAGE

If you have any questions or comments regarding the template or issues you found using the template, please contact Karen.Michael@nasa.gov. Thank you

**GSFC ESDIS CMO
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Released**

423-IPA-00X, Original
Earth Science Data and Information Systems (ESDIS) Project, Code 423

**Inter-Project Agreement Between the
<FULL FLT PROJ NAME> (<FLT PROJ
ACRONYM>) Project
and the ESDIS Project for Science Data
Archive and Distribution Support**



**Goddard Space Flight Center
Greenbelt, Maryland**

IPA between <FULL FLT PROJ NAME> (<FLT PROJ ACRONYM>) Project and the ESDIS Project for Science Data Archive and Distribution Support

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**[Electronic] Signatures available in B32 Room E148
online at: / <https://ops1-cm.ems.eosdis.nasa.gov/cm2/>**

Preface

This document is under ESDIS Project configuration control. Once this document is approved, ESDIS approved changes are handled in accordance with Class I and Class II change control requirements described in the ESDIS Configuration Management Procedures, and changes to this document shall be made by change bars or by complete revision.

Any questions should be addressed to: esdis-esmo-cmo@lists.nasa.gov

ESDIS Configuration Management Office (CMO)

NASA/GSFC

Code 423

Greenbelt, Md. 20771

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1 INTRODUCTION

1.1 Purpose and Scope

This Inter-Project Agreement (IPA) serves to establish the high-level responsibilities that support the transfer of the <FULL FLT PROJ NAME> (<FLT PROJ ACRONYM>) data products to the ESDIS project for archiving and distribution to the Earth science community. This agreement defines the responsibilities for the transfer, archive and distribution of <FLT PROJ ACRONYM> data from the <FLT PROJ ACRONYM> <FULL DATA PROVIDER NAME> (<DATA PROVIDER ACRONYM>) to the Distributed Active Archive Center (DAAC). The <FULL DAAC NAME> (<DAAC ACRONYM>) has been designated as the DAAC for the ingest, archive and distribution of the <PRODUCT LEVELS> <FLT PROJ ACRONYM> Mission Data.

This agreement may be modified only upon mutual agreement between the <FLT PROJ ACRONYM> and ESDIS Projects. This IPA will remain in force until the <DAAC ACRONYM> has received all the <FLT PROJ ACRONYM> data to be archived and or a date jointly agreed to by the signatories.

1.2 Organization

Section 1 contains the Introduction that includes the Purpose and Scope, Organization and Related Documentation

Section 2 contains a Mission Description that includes the Mission Background and Overview

Section 3 contains the Responsibilities of the ESDIS and <FLT PROJ ACRONYM> Projects

Section 4 describes the data products and volumes in support of the Mission

Section 5 lists information about the schedule and release dates

Appendix A is the Acronym List

1.3 Related Documentation

The latest versions of all documents below should be used. The latest ESDIS Project documents can be obtained from the ESDIS Configuration Management System at the URL: <https://ops1-cm.ems.eosdis.nasa.gov>. ESDIS documents have a document number starting with either 423 or 505. Other documents are available for reference in the ESDIS project library website at: http://esdisfmp01.gsfc.nasa.gov/esdis_lib/default.php unless indicated otherwise.

1.3.1 Applicable Documents

The following documents are referenced within this IPA, or are directly applicable, or contain policies or other directive matters that are binding upon the content of this IPA.

423-SPEC-001	NASA Earth Science Data Preservation Content Specification
423-ICD-002	Interface Control Document (ICD) Between the Earth Observing System (EOS) Networks and the Earth Observing System Data and Information System (EOSDIS) Subsystems
423-ESO-035	ISO 19115 Geographic Metadata Standard - Implementation Requirement and Guidance
<TBD>	<FLT PROJ ACRONYM> Science Data Management and Archive Plan

2 MISSION DESCRIPTION

2.1 Background

<MISSION BACKGROUND>

2.2 Overview

The <FLT PROJ ACRONYM> Project and the ESDIS Project will jointly satisfy the NASA ground system requirements for the <FLT PROJ ACRONYM> Mission. The <FLT PROJ ACRONYM> Project will perform instrument operations and data processing. The ESDIS Project will archive and distribute data products, documentation, software and algorithms. The ESDIS Project is responsible for the development, management and operation of the EOSDIS. The ESDIS Project participates with the <FLT PROJ ACRONYM> ground systems team and the <DAAC ACRONYM> to arrange for optimal distribution and long-term archive of mission products. The ESDIS Project and <FLT PROJ ACRONYM> Project acquire their funding independently and do not have any exchange of funds in order to support this IPA.

The <FLT PROJ ACRONYM> and ESDIS Projects will mutually agree upon scheduling milestones and will coordinate systems that track and report progress.

3 RESPONSIBILITIES

3.1 Overview

The responsibilities described in this document are derived from a combination of ESDIS/<DAAC ACRONYM> requirements and <FLT PROJ ACRONYM> <DATA PROVIDER ACRONYM> requirements.

3.2 Responsibility Allocations

Table 3.2 lists the allocation of responsibilities to ESDIS/<DAAC ACRONYM> and the <FLT PROJ ACRONYM> Project. Each item in the table describes how the allocation of a specific responsibility is divided between ESDIS/<DAAC ACRONYM> and the <FLT PROJ ACRONYM> Project.

Table 3-1. Allocation of Responsibilities to ESDIS/<DAAC ACRONYM> and <FLT PROJ ACRONYM> Project (1 of 3)

Item	ESDIS/<DAAC ACRONYM> Responsibilities	<FLT PROJ ACRONYM> Responsibilities
1	Provide the ingest, archive and distribution of the <FLT PROJ ACRONYM> data via ESDIS/<DAAC ACRONYM>.	Provide to ESDIS/<DAAC ACRONYM> all <FLT PROJ ACRONYM> standard data products such as <PRODUCT LEVELS> datasets (including forward processed and reprocessed data) and corresponding metadata, scientific algorithm software source code for algorithm software, Algorithm Theoretical Basis Documents (ATBD's), coefficients and ancillary data used to generate these products. All products from the Mission should be delivered to ESDIS, which also includes any level 3s and 4 products may be later determined by the <FLT PROJ ACRONYM> Science Definition Team and the <FLT PROJ ACRONYM> Project. Some of these products may not be produced by the <DATA PROVIDER ACRONYM>, but it is the responsibility of the <FLT PROJ ACRONYM> Project to deliver these to ESDIS in a timely fashion. Secure release approval for the source code from the appropriate authority.
2	Archive and openly distribute all standard data products and corresponding metadata, scientific source code for algorithm software, coefficients and ancillary data used to generate these products during routine operations. Public release of these data shall conform to the NASA Earth Science Data and Information Policy.	Delivery of all items to the <DAAC ACRONYM> shall be in accordance with the NASA Earth Science Data and Information Policy specified at http://science.nasa.gov/earth-science/earth-science-data/data-information-policy/

Table 3-1. Allocation of Responsibilities to ESDIS/<DAAC ACRONYM> and <FLT PROJ ACRONYM> Project (2 of 3)

Item	ESDIS/<DAAC ACRONYM> Responsibilities	<FLT PROJ ACRONYM> Responsibilities
3	Lead the development and maintenance of an ICD between <FLT PROJ ACRONYM> <DATA PROVIDER ACRONYM> and <DAAC ACRONYM>.	Support ESDIS in the development and maintenance of an ICD between all interfaces.
4	Implement the system interface to obtain <FLT PROJ ACRONYM> forward processed and reprocessed data from <FLT PROJ ACRONYM> <DATA PROVIDER ACRONYM> in accordance with the established ICD between <FLT PROJ ACRONYM> and <DAAC ACRONYM>.	Implement the system interface to make <FLT PROJ ACRONYM> forward processed and reprocessed data available to ESDIS/<DAAC ACRONYM> in accordance with the established ICD between <FLT PROJ ACRONYM> and ESDIS/<DAAC ACRONYM>.
5	Capture archive and distribution metrics using the EOSDIS Metrics System (EMS). Make these metrics available to the <FLT PROJ ACRONYM> Project.	Keep the ESDIS/<DAAC ACRONYM> informed of any major delays in product availability
6	Lead the development and maintenance of Product User Guide documentation and other associated dataset documents. Make these documents publicly available to users.	Support the <DAAC ACRONYM> in the development and maintenance of the Product User Guide and associated dataset documents.
7	Provide and maintain Digital Object Identifiers (DOIs) for <FLT PROJ ACRONYM> data products.	Receive the DOIs and record them in the <FLT PROJ ACRONYM> Product metadata
8	Support the <FLT PROJ ACRONYM> Project in defining the format and content of the metadata associated with all of the <FLT PROJ ACRONYM> standard data products.	Provide data and metadata that shall conform to one of the NASA Earth Science Division (ESD) approved standard formats. The metadata model information, along with the applicable International Organization for Standardization (ISO) Standards, is documented at http://earthdata.nasa.gov/data/standards-and-references .
9	Support the <FLT PROJ ACRONYM> Project by testing all interfaces between the <FLT PROJ ACRONYM> <DATA PROVIDER ACRONYM> and the ESDIS/<DAAC ACRONYM> including the ingest and distribution of simulated data sets.	Lead the system testing of the interfaces between the <FLT PROJ ACRONYM> <DATA PROVIDER ACRONYM> and the <DAAC ACRONYM>.

Table 3-1. Allocation of Responsibilities to ESDIS/<DAAC ACRONYM> and <FLT PROJ ACRONYM> Project (3 of 3)

Item	ESDIS/<DAAC ACRONYM> Responsibilities	<FLT PROJ ACRONYM> Responsibilities
10	Lead the development of an Appendix to the Network ICD (Reference Document 423-ICD-002) that specifies the network requirements to support forward processing and reprocessing for the mission lifetime.	Support ESDIS in the Development of an Appendix to the Network ICD (Reference Document 423-ICD-002) that specifies the network requirements to support forward processing and reprocessing for the mission lifetime. Keep ESDIS and the <DAAC ACRONYM> informed of any major changes to product volumes.
11	Participate in major <FLT PROJ ACRONYM> Project Reviews as requested by the <FLT PROJ ACRONYM> Project and defined in the <FLT PROJ ACRONYM> integrated schedule.	Provide the schedule and major milestones to be met in support of the <FLT PROJ ACRONYM> mission to the ESDIS Project and the <DAAC ACRONYM>. Keep the ESDIS Project and the <DAAC ACRONYM> informed of any changes to key project milestones to be met in support of the <FLT PROJ ACRONYM> mission.
12	Support the <FLT PROJ ACRONYM> <DATA PROVIDER ACRONYM> in the identification of the end-of-mission artifact collection for the long-term archive of the <FLT PROJ ACRONYM> datasets. Provide the long-term archive for the artifacts and data.	In accordance with the NASA Earth Science Data Preservation Content Specification, take necessary steps for end-of-mission artifact collection in cooperation with ESDIS/<DAAC ACRONYM>, which is to be the designated long-term archive of the datasets, metadata, and all known preservation artifacts as defined here: https://earthdata.nasa.gov/files/423-SPEC-001_NASA_ESD_Preservation_Spec_OriginalCh01_0.pdf .
13	Provide User Services and assist data recipients with information related to archive and distribution functions.	Work with the <DAAC ACRONYM> to help identify services needed in order to make <FLT PROJ ACRONYM> data more easily usable and understandable to users.

3.3 Data products and volumes

The End of Mission Volume includes the forward stream and the bulk reprocessing campaigns. There are <X> bulk reprocessing campaigns currently planned, volumes are shown in the Reprocessing Volume column. The first one is <X> months of data, and the second is <X> months of data.

Table 3-2. Data Products and Volumes

Level	Data Products & Description	Daily Volume (XB)	Reproc #1 Volume (XB)	Reproc #2 Volume (XB)	End of Mission Volume (XB)
Level 0					
Level 1					
Level 2					
Ancillary					
Auxiliary					
TOTAL					

3.4 Data Descriptions and Latencies

Table 3-3. Data Descriptions and Latencies

Data Product	Description	Initial data delivery to <DAAC ACRONYM>	Initial calibrated delivery to <DAAC ACRONYM>	Nominal Latency (TBD) of Delivery to <DAAC ACRONYM>
Level 0		<X> months after IOC	N/A	Within <X> hours of receipt at <X>
Level 1		<X> months after IOC	<X> months after IOC	Within <X> hours of receipt at <X>
Level 2		<X> months after IOC	<X> months after IOC	Within <X> hours of receipt at <X>
Ancillary	Orbit, Attitude Data	<X> months after <X>	<X> months after <X>	Within <X> days of <X>
Auxiliary	TBD (files from other sources such as NOAA)	<X> months after <X>	<X> months after <X>	Within <X> days of <X>

4 <FLT PROJ ACRONYM> SCHEDULE

4.1 <FLT PROJ ACRONYM> Project Key Milestones

The <FLT PROJ ACRONYM> Project expects the <DAAC ACRONYM> to actively participate in the project reviews such as <DATA PROVIDER ACRONYM> Preliminary Design Review (PDR), <DATA PROVIDER ACRONYM> Critical Design Review (CDR), and Operational Readiness Review (ORR).

Table 4-1. <FLT PROJ ACRONYM> Project Key Milestones

<FLT PROJ ACRONYM> Project Dates	
Project PDR	<X>
Mission Sys PDR	<X>
Project CDR	<X>
MS CDR	<X>
MS Thread Tests	<X>
ORTs	<X>
*ORR	<X>
Launch	<X>

* <DAAC ACRONYM> presentation is expected.

The schedule for maturing the ICD between <FLT PROJ ACRONYM> <DATA PROVIDER ACRONYM> and <DAAC ACRONYM> is as follows:

- <X> <DATA PROVIDER ACRONYM> -PDR: Prelim version of the ICD
- <X> <DATA PROVIDER ACRONYM> -CDR: Baseline version of the ICD

4.2 <FLT PROJ ACRONYM> <DATA PROVIDER ACRONYM> Planned Release Dates

Table 4-2. <FLT PROJ ACRONYM> <DATA PROVIDER ACRONYM> Planned Release Dates

<DATA PROVIDER ACRONYM> Release Dates	Dates	<FLT PROJ ACRONYM> Project Milestone	DAAC interface tests
Release-1	<X>		
Release-2	<X>		
Release-3	<X>		
Release-4	<X>		

Abbreviations and Acronyms

ATBD	Algorithm Theoretical Basis document
CCB	Configuration Change Board
CCR	Configuration Change Request
CDR	Critical Design Review
CMO	Configuration Management Officer
DAAC	Distributed Active Archive Center
DCN	Document Change Notice
DOI	Digital Object Identifiers
EMS	EOSDIS Metrics System
EOS	Earth Observing System
EOSDIS	Earth Observing System Data Information System
ESD	Earth Science Division
ESDIS	Earth Science Data Information System
GSFC	Goddard Space Flight Center
ICD	Interface Control Document
IPA	Inter-Project Agreement
ISO	International Organization for Standardization
NASA	National Aeronautics and Space Administration
ORR	Operational Readiness Review
PDR	Preliminary Design Review
SMD	Science Mission Directorate
TB	Terabyte
TBD	To be determined
URL	Uniform Resource Locator
<DAAC ACRONYM>	<FULL DAAC NAME>
<FLT PROJ ACRONYM>	<FULL FLT PROJ NAME>
<DATA PROVIDER ACRONYM>	<FULL DATA PROVIDER NAME>