

## 1. Description of the proposed programme (max. 4 pages)

**1.1 Scientific Goals:** Scientific rationale: scientific background of the project, pertinent references; the need for Herschel Space Observatory for the present proposal; justification that the proposal meets the observatory top-level goals to be considered. Must include a brief summary of the data to be collected and the total observing time requested.

**1.2 Science Exploitation Plan:** A brief, clear description of how the team plans to exploit the data scientifically after the observations are made. This description should be as non-technical as possible so that it is clearly understandable even to non-experts in the proposed field.

**1.3 Relation to observations with other facilities:** An explanation of what other facilities (ground-based or satellite) will be combined with the requested Herschel Space Observatory observations. A description of whether these observations are already available, are being requested simultaneously, or will be requested in the future. Planned follow-up to Herschel Space Observatory observations should be detailed, as should the dependence of Herschel Space Observatory data reduction on the future availability of observations from other facilities. Please state if the current proposal is linked to any others that are currently being submitted. Justify here any potential duplication with already approved Herschel observations identified with the Reserved Observations List (ROL) tool.

### 1.4 References:

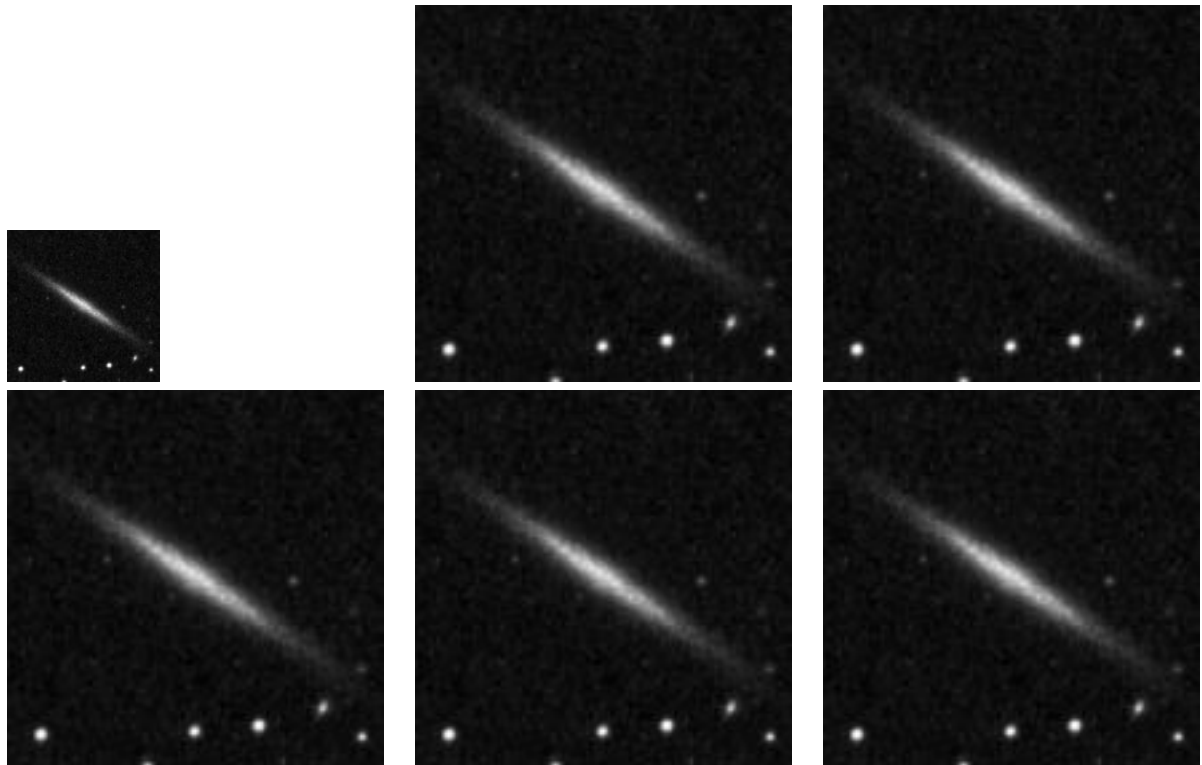
- author1, year, reference
- author2, year, reference
- author3, year, reference
- author4, year, reference



Fig 1: caption of the figure

## 2. Technical Implementation (max. 1 page)

**2.1 Observations Strategy:** Justify the observing strategy. This should include a detailed description of the proposed observing modes and observation parameters, target selection, sensitivity, etc... This box is where you show that your observing programme is both feasible and well thought out.



**Figure Array:** Sample of galaxies

**2.2 Observing Time Requirements:** This box is where you must justify the total amount of time that has been requested. This calculation must be completely transparent; in particular, any difference between the total time for the AORs that is given in HSpot and the total time that you have requested must be justified in detail. It is essential that HOTAC can see clearly how the total time requirement figure is arrived at.

**2.3 Other Special Requirements or Constraints:** All constraints should be declared and justified, even if they are not applied to your AORs in this initial phase of AOR entry. You are not permitted to add constraints at a later stage that have not been justified in your proposal.

**2.4 Duplication analysis:** The results of the duplication checks got using HROST should be indicated here. If there are potential duplicate observations a clarification should be indicated. If real duplication exist a justification should be given.



Fig 2: caption of the figure

### 3. Data Processing Plans (max. 1 page)

**3.1 Data Processing and Analysis Plans:** Give a concise explanation of the strategy for data reduction and analysis with a description of available hardware, software, and manpower.

**3.2 Product Generation Methods:** Provide here a careful description of any special software that you plan to use in analysing your data other than the Herschel Space Observatory Pipeline software (HIPE).

**3.3 Archival Value:** Provide here a description of how your programme fulfills the basic requirement that the data produced should have lasting archival value. Remember that this means for all users, including those who will look at your data after the proprietary period has ended.

#### 4. Management and Outreach Plans (max. 1 page)

**4.1 Team Resources and Management Plan:** Describe the strengths of your team and its appropriateness for a project of this type (here you should give a summary of the team and resources that are committed to the project). Describe briefly the team management plan and organisational structure and the project schedule and management.

**4.2 Outreach Activities:** Comment how you plan to spread knowledge of your results beyond the Herschel community, in particular the plans that you have to disseminate results to the general public.

## 5. List of Team Members

**Name1 A.** Affiliation, Status (Professor, Post-doc, student, etc.), Role in team, Relevant qualifications for this role  
**Name2 A.** Affiliation, Status (Professor, Post-doc, student, etc.), Role in team, Relevant qualifications for this role  
**Name3 A.** Affiliation, Status (Professor, Post-doc, student, etc.), Role in team, Relevant qualifications for this role

## 6. Observations Summary List

AOT	Time (hr)	AORs	SSOs	Timings	Groupings	Follow-up
HPoint	15.5	50	15	10	2	130

Notes (if applicable):    Observation Notes