**(14) SCIENTIFIC CASE.** Maximum of one single-spaced page of text, 11-pt. or larger, plus one page for figures and tables. This text must follow new guidelines for anonymity - see Instructions for preparing IRTF observing proposals under Dual-Anonymous Peer Review (DAPR) Guidelines.

**(15) TECHNICAL CASE.**  Justify the observing time requested for this proposal. **Proposals which lack adequate technical justification may be rejected.** Maximum of one single-spaced page of text, 11-pt. or larger. This text must follow new guidelines for anonymity - see Instructions for preparing IRTF observing proposals under Dual-Anonymous Peer Review (DAPR) Guidelines. The combined Figures for the Scientific and Technical Justifications should not exceed the one-page limit.

**(16) REFERENCES.**  References cited in the Scientific and Technical Cases should be identified in the text by numbers in square brackets, e.g. [1], which correspond to the full citations listed here.

Example:

[1] Hubble, E. P. (1926). Extragalactic nebulae. ApJ 64, 321.

**(17) OBJECT LIST.**  List actual targets to be observed. If program is a long-term survey where exact targets may not be known ahead of time, create a representative target list that demonstrates the sky coverage (range of RA and Declination) and amount of observing time required. **Applications without an appropriate target list may be rejected.**

Integration

Object Coordinates Mag Time Comments

Some star 15h30m, -4o K=7.5 1.5 hr Main program object, etc.

**General Guidelines for Preparing the Proposal Attachment File**

**IMPORTANT NOTE:** Beginning with applications for IRTF observing time in the 2022A semester, proposals must be prepared following Dual-Anonymous Peer Review (DAPR) guidelines. This includes preparing this attachment file in a way that hides the identity of the proposing team, institutions or direct reference to previous works. For guidelines and examples of how to anonymize the content of this file, please refer to the [IRTF Proposal Instructions](http://irtfweb.ifa.hawaii.edu/observing/applicationDAPRInfo.php) and the NASA DAPR webpage at: <https://science.nasa.gov/researchers/dual-anonymous-peer-review>. Any proposal that does not make a good-faith effort to follow these new guidelines for anonymity WILL BE REJECTED.

The **Scientific Case** for observing time should establish two things: 1) It should outline the scientific problem(s) or question(s) toward whose solution the observations are requested, and place these questions in the larger scientific context, and 2) it should show how the observations requested will be used to address these questions or problems. The science case should include a clear statement about the connection between the proposed observations and the overall science goal. It is important to concisely articulate the big science picture. Describe how the proposed observations relate to other work in the field. Proposals focused on the characterization of near-Earth asteroids or providing ground-based observations that support spacecraft missions should contain a clear statement of how the proposed observations will help advance NASA’s mission objectives.

We encourage PIs to consider and, as appropriate, implement any suggested changes / improvements received from the Telescope Allocation Committee (TAC) for previous proposals. In the past, it was appropriate for a PI to respond directly to the TAC comments in follow-on proposals, but beginning in the 2022A semester, PIs should refrain from adding words to the text that directly addresses past TAC comments. This is important for maintaining anonymity between the proposing team and the TAC members.

The **Technical Case** should demonstrate that the proposed measurements are technically feasible, given the performance of the proposed instrument(s), in the time requested. The number of target objects required should be justified. Describe why the IRTF, and its site on Mauna Kea, are particularly important or even essential for the proposed observations. Discuss the spatial, spectral, and temporal range and resolution required. Provide estimates of the signal-to-noise required and expected, and justification for the number of nights requested. If new or unusual observing or data reductions techniques are to be used, make clear how the observations and calibrations will be obtained. Guiding requirements for these observations should also be discussed.

If you have questions regarding IRTF observing proposals or the allocation of observing time, please contact the IRTF Director, John Rayner, at (808) 956-9846, or at [jrayner@hawaii.edu](mailto:jrayner@hawaii.edu)

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