



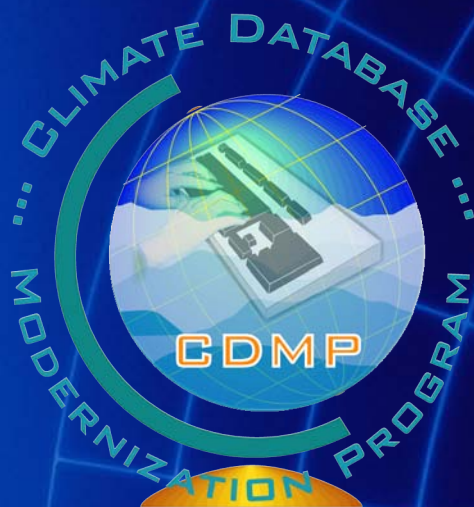
CDMP '09

**A NOAA Workshop for Submitting
CDMP FY09 Task Proposals**



**November 5-6, 2008
Santa Cruz, CA**

**CLIMATE DATABASE
MODERNIZATION PROGRAM**



Fiscal year 2009 will mark the tenth year for the Climate Database Modernization Program (CDMP). Environmental and climate data once restricted to file cabinets and basement storage are now available online, with more added every day. CDMP supports all NOAA operational line organizations with services intended to make these important data more accessible and easier to use.

As we look to CDMP's future, we invite you to *CDMP '09 – A NOAA Workshop for Submitting FY09 CDMP Task Proposals*. The Workshop is set for Nov. 5-6, 2008, at NOAA's National Marine Fisheries Service, Fisheries Ecology Division in Santa Cruz, CA. The Workshop will give each NOAA agency the opportunity to present proposals to continue multi-year projects currently being funded, and for new projects to be funded in FY09.

Please read through this guideline booklet, paying particular attention to deadlines and requirements that apply to you and your situation. If you have questions, please get in touch with me at the contact information provided at the end of this booklet. Hope to see you in Santa Cruz!

Tom Ross
Program Manager, CDMP

A new CDMP Workshop...

... in a new location!

Please join us in Santa Cruz, CA
on November 5-6, 2008.



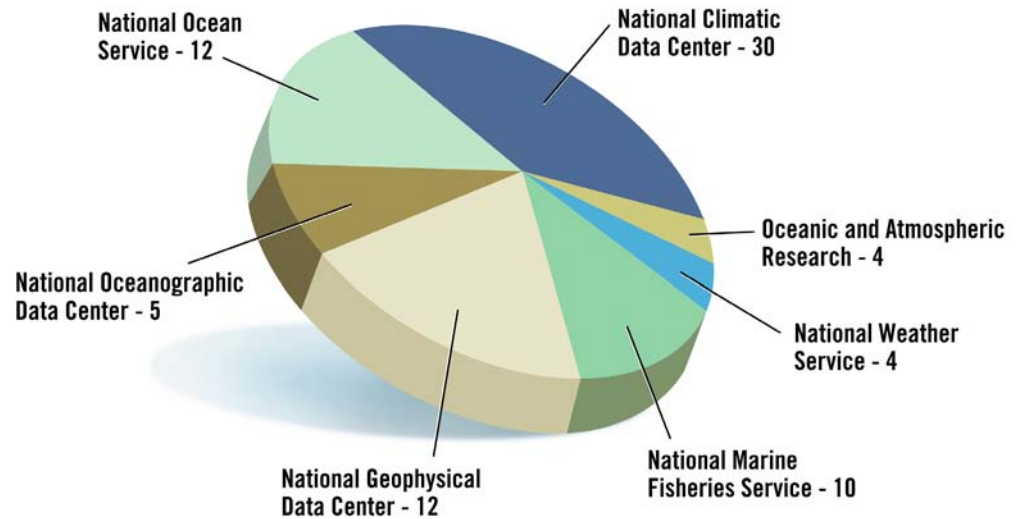
Utilizing a National Resource



Does your agency have valuable climate or environmental data that are inaccessible, deteriorating, or just not seeing the light of day? If so, NOAA's Climate Database Modernization Program (CDMP) might be just the program for you.

In Fiscal Year 2008, the CDMP has 77 individual NOAA tasks underway, an all-time high (see page 7 for a selected list of current tasks). These tasks frequently involve imaging and/or keying historical climate or environmental records from paper, microfilm, or microfiche. But CDMP tasks also range from digitizing historic photographs, to transcribing and converting audio and video tapes, to providing resources for placing data online.

If you believe your project might qualify for CDMP funding, please read on. This booklet will help you decide whether to submit a proposal, and give you some suggestions and examples of how to do it. As always, feel free to contact CDMP staff for help. Good luck!



The number of NOAA's CDMP supported projects reached an all-time record 77 tasks in Fiscal Year 2008.

Proposal Selection Criteria

A wide variety of tasks are supported by CDMP, with costs ranging from a few thousand dollars to several million dollars for multi-year tasks. (Awards depend directly on available funding.)

Proposals for CDMP support will be judged against the following criteria:

- *Supports NOAA's strategic goals*
- *Contribution to improved data access and rescue*
- *General merit to overall program*
- *Value to climate/scientific community*
- *Cost effectiveness*
- *Application to services provided by contractors (see p. 4)*

The final selections will be based on the criteria above and the available funding.

A decision on approved FY09 tasks will be announced when the CDMP FY09 budget is finalized. New tasks may begin as early as Spring, 2009.



Even projects as varied as the imaging of historic Fish Commission photos (above) are supported through CDMP.

CDMP supports the following services:

- Imaging from paper, bound books, microfiche, microfilm, photographs, and negatives
- Image indexing available for on-line storage and retrieval
- Keying from paper, microfiche, or digital image
- Data hosting and web access
- Information technology development, database development
- Streaming video output
- GIS (vectorizing, geolocation, etc.)
- Optical character recognition (OCR)

Other similar specialized services may be available.



CDMP Primary Contractors

Information Manufacturing LLC

310 State Route 956
Rocket Center, WV 27726

Dave Noack, Program Manager



HOV Services

12200 Kiln Court
Beltsville, MD 20705



John Jacobs, Program Manager

SourceCorp

1770 Highway 461
Mt. Vernon, KY 40456

Neal McCall, Director of Operations



CDMP Task Management Tips

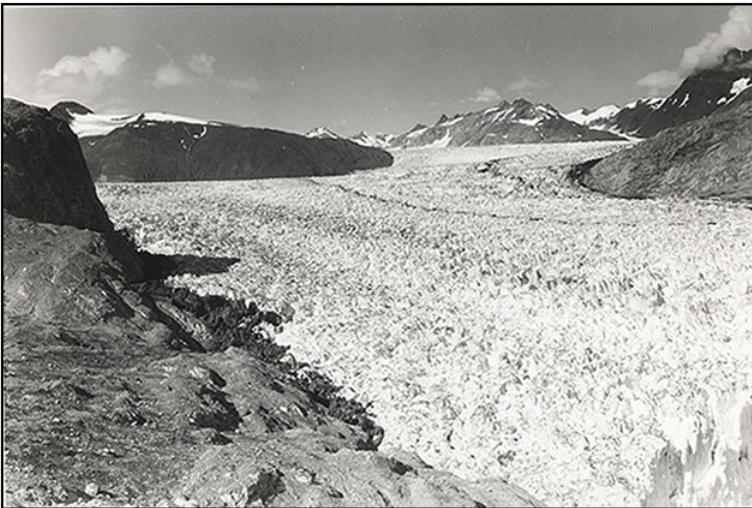
As a CDMP project task manager, you will need to consider several details when you prepare your proposal, and later run your project.

- *Document information.* Your proposal will need to detail how many documents exist, their condition, and on what media are they stored. These items will affect project cost.

- *Managing the project.* Have a staffing plan in place for such project management details as preparing task orders, answering contractor questions, phoning into quarterly CDMP progress meetings, preparing data or images for shipment, and performing quality

assurance on returned products. CDMP staff can help you estimate how long the project may take to help you determine if you'll have these resources for the full project period. Keep in mind that funds provided for project management tasks are limited (about 10% of the total project funding).

- *Product access.* One of CDMP's core missions is making NOAA data widely available, generally online via the Web. In your proposal, provide as many details as possible about how your organization will make the products provided under CDMP accessible to the scientific community and/or the public.



Signs of climate change in these "glacier pair" photographs, taken some 60 years apart and imaged through CDMP.

Major CDMP FY08 Tasks

National Climatic Data Center

- Subscription Services
- Daily Cooperative Observations - imaging and keying
- Hourly Surface Observations - imaging and keying
- Upper-Air Observations - imaging and keying
- Signal Service/Smithsonian Obs (“Forts”) - keying
- Hourly Precipitation Data - imaging and keying
- Station History & Metadata development
- Integrated inventory system development
- Marine observations - keying
- Mexican Daily/Hourly Data - imaging and keying
- Vietnamese Daily/Hourly Data - keying
- Monthly Weather Review - Web based searchable indexing
- Snotel Data - keying
- East India Company Data - keying

National Geophysical Data Center

- DMSP film - imaging
- Glacier Photos - imaging
- Marine Geophysical Records - imaging and keying
- Ionospheric Observations – keying
- Historical Solar and Spectral Observations - imaging
- Tsunami Event Tide Gage Records - imaging and keying
- Historic International Polar Year - imaging
- Marine/Lacustrine Record of Climate Change -
- Heat Mapping Mission Data -
- Historic Cosmic Ray Ionization Chamber Data
- Historical International Polar Year - imaging

National Oceanographic Data Center

- NOAA Library Rare Climate Publications - imaging
- Lightship data - Sweden & Finland
- NOAA 200th Anniversary Film Transfer - imaging
- California Marine Ecosystems Survey - imaging

National Marine Fisheries Service

- Lightship Observations - imaging and keying
- Data Recovery on Cetaceans - imaging and keying
- Fish egg & larvae - keying
- REEF - optical scanning
- Magnetic Tape recovery
- Historical plankton - keying
- Historical Fish Landing Data - keying
- Historic Bering Sea Crab Data - imaging and keying
- Oral History Interviews - transcription and digitizing
- Turtle Exclusion Data - imaging and keying

National Ocean Service

- Shoreline Charts - vectorizing
- Nautical Charts - imaging
- Thunder Bay Historical Collections - imaging and keying
- California Marine Ecosystem Survey - imaging and keying
- Historical Maps and Nautical Charts - geolocation
- Historic Environmental Sensitivity Maps - imaging
- Fish Commission Historical Papers/Logbooks - imaging, keying
- High/Low Water Level at NOS Sites - imaging, indexing, keying
- Special Reports for Geographic Names - imaging
- Historical Aerial Photography - imaging

National Weather Service

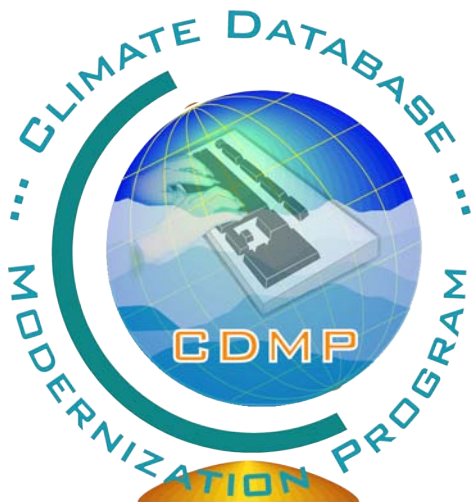
- African Upper-Air Observations (Seven Nations) - keying
- Surface data from Tanzania, Mozambique - imaging and keying
- Atlantic/Pacific Tropical Cyclone “Storm Wallets” - imaging

Office of Oceanic and Atmospheric Research

- U.S. Navy Weather Station Index Books – keying
- Hurricane Reconnaissance - imaging & streaming video
- European historical ship logbooks - imaging and keying

Regional Climate Centers

- Database Conversion and Quality Control



Utilizing a National Resource

Submitting a CDMP Proposal

For continuing proposals, please send a short (1-2 page) update. This should include:

- Name of organization and task leader(s).
- Mailing address, phone number and e-mail of task leader(s).
- Name or title of the task and the assigned task order number.
- Accomplishments in FY08.
- Scope of work proposed for FY09.
- An estimate of time needed for your agency to prepare materials for delivery to the CDMP contractors, to quality assure the returning products, and to make the data accessible if fully funded.

If the requirements of a continuing task change substantially, then a more detailed task order must be submitted. This approach is necessary to better gauge the cost of each potential task.

For proposed new CDMP tasks, a more detailed task order is required, including:

- Name of organization and task leader(s).
- Name or title of the task.
- Describe how the task will contribute to the modernization and utilization of a climate or environmental database.
- Describe the task in detail, outlining what would be required of the contractor, what the task involves, including volume counts

(i.e. number of documents, pages, charts, and condition of documents), and what would be provided by the agency. Describe all steps in the process so CDMP and the contractors can estimate the total cost.

- Provide an estimate of the time needed for your agency to prepare the data for the CDMP contractors.
- Indicate how these documents or data will be made available to the public and/or scientific community, and where in NOAA they will be archived.

Several sample task orders are available as PDF files at the following URL: www.ncdc.noaa.gov/oa/climate/cdmp/proposals.html.

Proposals/task orders must be submitted electronically to Tom Ross, Program Manager, Climate Database Modernization Program by **October 1, 2008**. The preferred formats are Microsoft Word or a PDF document. E-mail address is Tom.Ross@noaa.gov. Please indicate in the e-mail if you (or a colleague) will be presenting the proposal during the workshop to be held November 5-6, 2008 in Santa Cruz, CA.



CDMP contractors can image, index, and key data from a wide variety of media – even fragile books like the weather journal above.

Workshop Information and Dates

Hotel Information

A variety of hotels are near the Fisheries Ecology Division Santa Cruz Lab, the site of the Workshop; many of these honor the government per diem rate. For a list of these and other hotels in the vicinity, visit CDMP's Proposal Meeting web page at <http://www.ncdc.noaa.gov/oa/climate/cdmp/proposals.html> and follow the Hotels link.

October 1, 2008

CDMP proposals or task orders due (see pp. 8-9).

November 5-6, 2008

CDMP '09 Proposal Workshop in Santa Cruz, CA. Hosted by NOAA's National Marine Fisheries Service, Fisheries Ecology Division (Santa Cruz Lab). Participants will need a photo ID to access facility; any foreign nationals should contact CDMP for visitation requirements. Note that parking is limited, and car pooling is encouraged. For directions to the facility, visit CDMP's Proposal Meeting web page (see link above).

The Workshop will start at 8:30 AM both days, ending at 4:30 PM on Nov. 5, and at around noon on Nov. 6 (all times PST).



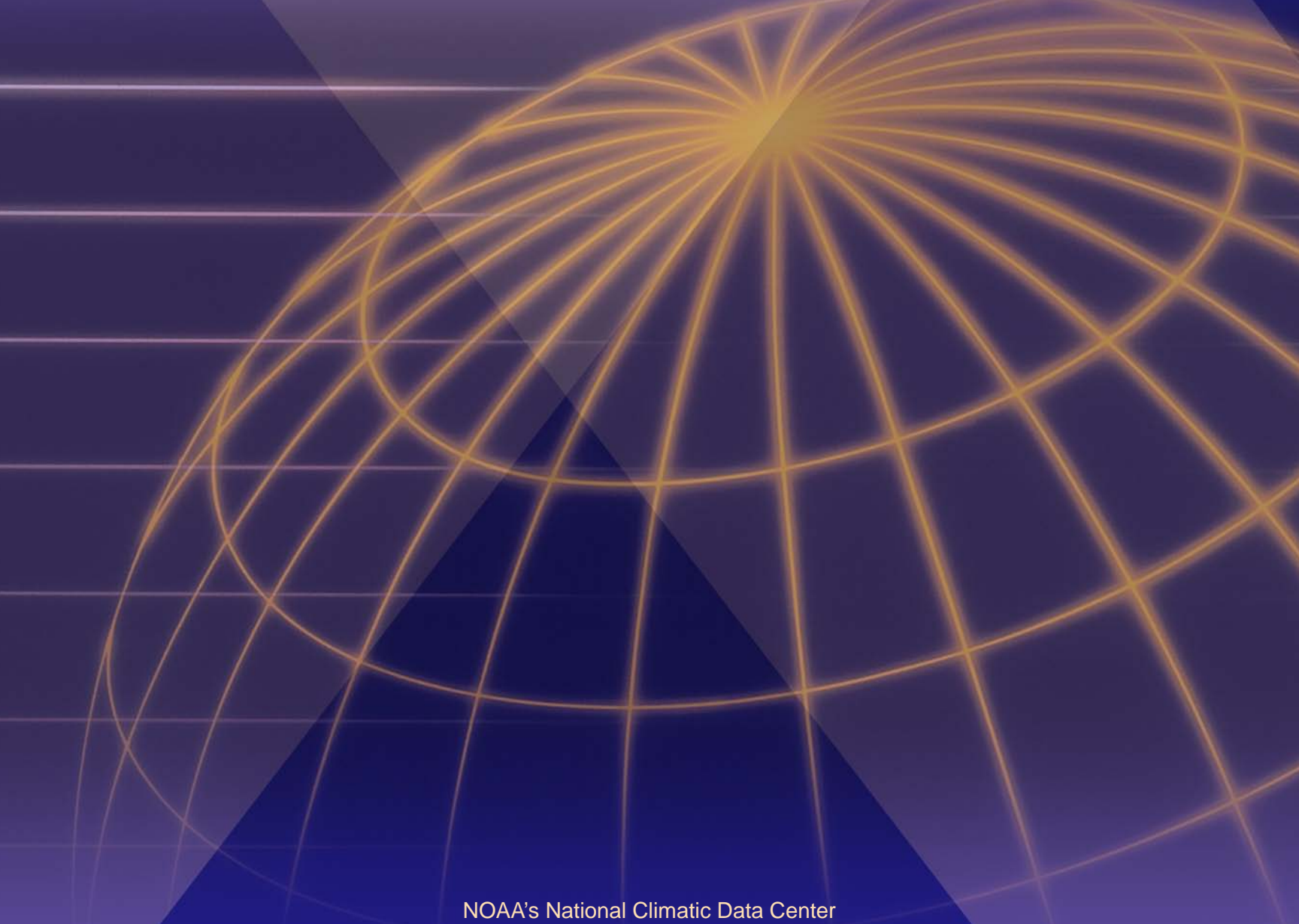
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**For more information, or if
you have questions about the
CDMP '09 Workshop or your
proposal, please contact:**

**Tom Ross
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(828) 271-4499**

or

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