

XSEDE Campus Champions Fellows Agreement

This Agreement is between the **Board of Trustees of the University of Illinois** on behalf of the **National Center for Supercomputing Applications** (hereinafter NCSA) and **<Individual Name>** at **<Institution Name>**. The purpose of the Agreement is to identify **<Individual Name>** as a Campus Champion Fellow (hereinafter Fellow) under the Extreme Science and Engineering Discovery Environment project (hereinafter XSEDE) for a period of one year from **<Effective Date>**.

By signing below, the parties agree to be bound by the terms and conditions of this Agreement and to fulfill their respective responsibilities.

Overview of the XSEDE Campus Champions Fellows Program

The XSEDE Campus Champions program establishes individuals as local contacts who provide expertise on XSEDE resources and services to their local campus community. The XSEDE Extended Collaborative Support Services (ECSS) program provides in-depth support lasting from months to a year to the national user community. The Campus Champions Fellows program pairs Champions with ECSS staff to work side by side for one year on these in-depth support collaborations. The objectives of this program are to:

- Transmit ECSS staff expertise to Campus Champions. This can include domain expertise, knowledge of XSEDE resources and services and expertise in a variety of cyberinfrastructure techniques including, but not limited to, optimization and scaling, GPU programming, data mining and management or visualization.
- Provide enrichment and professional development opportunities for Campus Champions to enhance their effectiveness on campus
- Develop Campus Champions' expertise in managing user support collaborations on their own campuses
- Develop a network of Fellows to share expertise with other Champions and ECSS staff

XSEDE Responsibilities

XSEDE will:

- Administer the Fellows application and selection process
- Provide the Agreement to be signed by XSEDE and the Fellow
- Provide one or more project assignment(s) and training exercise(s) over the term of the Agreement that will be a combination of face-to-face and remote collaboration
- Provide an annual stipend of \$15,000, contingent upon the receipt of funds from the National Science Foundation, paid by NCSA in equal monthly installments directly to the Fellow.
- Provide travel support for
 - Two 1- to 2-week visits to an ECSS or research team site, usually at the beginning and end of the Fellow's term
 - Attendance at the PEARC annual meeting
 - Note: Fellows' travel will only be reimbursed if they utilize the XSEDE Program Office to make all travel arrangements/reservations
- Provide opportunities for participation in ECSS staff activities, including teleconferences, meetings and presentations
- Conduct a bi-monthly call with Fellows coordinator and ECSS management staff
- Provide bi-monthly feedback to each Fellow
- Assemble, provide and maintain a directory of Fellows and their areas of expertise
- Conduct periodic evaluations to assess and improve the Fellows program

Campus Champions Fellow Responsibilities

The Fellow will:

- Commit 400 hours of time over the Agreement term to fulfill the assigned project(s), training exercise(s) and other responsibilities of the Fellow
- Provide necessary personal information to NCSA to set up the stipend payments
- Assume all responsibility for any tax consequences of the stipend payments
- Attend the annual PEARC meeting, and make a presentation at the Fellows Symposium
- Make two visits (of one to two weeks each) to an ECSS or research team site, one each at the start and end of a Fellow's term or a time convenient to the project development activities
- Participate in evaluation activities

- Provide quarterly progress reports on Fellowship activities
- Prepare a final report summarizing the Fellow's activities and reflecting on the Fellow's overall experience
- Commit to working with local students and faculty to share what a Fellow has learned through the Fellowship, such as through the development of training materials or documentation, or through one-on-one consulting with local research groups
- Notify the XSEDE Campus Champion Fellows program coordinator if the individual's status as a Campus Champions Fellow changes

Early Termination

Either party may terminate this agreement for convenience by providing a 30-day advance, written notification (e-mail notification will suffice) to the other party. Any remaining stipend payments or other obligations also will cease with the effective date of termination.

Signatures

The Board of Trustees of The University of Illinois

By: _____

Aviji Ghosh, Comptroller

Date: _____

XSEDE Campus Champions Fellow

By: _____

[Name and Institution]

Date: _____

XSEDE Management

By: _____

John Towns, XSEDE Project Director
National Center for Supercomputing Applications

Date: _____

By: _____

Robert Sinkovits, XSEDE Extended Collaborative Support Services
San Diego Supercomputer Center

Date: _____

By: _____

Marisa Brazil, XSEDE Campus Champions Coordinator
Purdue University

Date: _____