LF Deep Learning Foundation Project Proposal Process v1.0

1. **Introduction**

   This policy sets forth the proposal process for projects to be accepted into the LF Deep Learning Foundation ("Deep Learning"). The process is the same for both existing projects which seek to move into Deep Learning, and new projects to be formed within Deep Learning.

2. **Project Proposal Requirements**

   Projects must be proposed via email to the tac-private@lists.deeplearningfoundation.org mailing list, with the subject "[PROPOSAL] project name". Project proposals submitted to Deep Learning must provide the following information:

   a. name of project or proposed name of project (must be unique within Deep Learning)
   b. requested project maturity level (Graudation or Incubation stage)
   c. project description (what it does, why it is valuable, origin and history)
   d. statement on alignment with Deep Learning's mission
   e. license
   f. source control (GitHub, etc.)
   g. external dependencies (including licenses of those dependencies)
   h. initial committers (how long working on project)
   i. RACI matrix ("responsible, accountable, consulted and informed") if applicable / exists
   j. infrastructure requests (CI / cluster requirements)
   k. mailing lists currently in use
   l. issue tracker (GitHub by default) and other tools utilized
   m. website (current version will move to www.linuxfoundation.org/projects/deep-learning/
   n. release methodology and mechanics
   o. social media accounts
   p. existing sponsorship (e.g., whether any organization has provided funding or other support to date, and a description of that support), if any

3. **Project Acceptance Process**

   a. There is a three-step process for submission of a project proposal:

      Step 1: the project prepares a proposal. The Linux Foundation notifies the project whether the proposal appears to be ready to present to the TAC and time with

the TAC is scheduled. The project presents an overview on the project and then the proposal at a TAC meeting.

Step 2: the TAC votes on acceptance of the project and the stage at which the project is accepted. An initial review of a proposal submitted to the TAC will be conducted within four weeks following acceptance of a project contribution proposal.

Step 3: if the Project is approved at either the Incubation or Graduation level, the proposal is forwarded to the Governing Board for approval.

b. Projects are accepted by vote of the Governing Board.