**REPLACE THIS LINE WITH YOUR PROPOSAL TITLE**

The recommended sections for a *TESS* GI proposal are shown below. Feel free to change section headings as necessary, but this is the suggested minimal information that should be included in the proposal. This Science/Technical section of the proposal is limited to 4 pages for small programs, and 5 pages for large. Figures are included in these page limits, but references and a (sample) target table are not included in these page limits.

Note that the Phase-1 proposal review will be dual-anonymous and follow the guidelines listed below:

• Proposals should eliminate language that identifies the proposers or institution, as discussed in the Guidelines for Anonymous Proposals.

• PIs are required to upload a one-page Team Expertise (insert link) PDF through a separate upload when submitting the science justification into ARK/RPS.

• Proposals that do not follow these dual-anonymous guidelines may be returned without review.

**1 Introduction**

Summarize the problem being addressed and give an overview of how your investigation will help. Why *TESS*, why now?

**2 Scientific Justification**

Provide text and figures that justify the scientific need for new *TESS* observations and analyses here. When applicable, justify your choice of new 2 min or 20 s cadence observations. If you will be making use of the 10 min FFIs for your research, make it clear why the *TESS* FFI data are suitable for your science. If your program includes theoretical, simulation, or ground-based observing components, describe why these efforts are critical.

**3 (*Only* For ToO Proposals) Trigger Criteria**

If the proposed investigation includes Targets of Opportunity (ToO’s), describe also the circumstances under which a ToO is triggered, an estimated duration of the event(s), and an estimated probability for triggering the observations. Also discuss the potential science impact imposed by the delay in upload of the event due to *TESS* orbit/uplink constraints.

**4 (*Only* For Joint *Swift* Proposals) Need for Joint *Swift* Observations**

Justify why you are requesting joint observations with *Swift*.

Note that *TESS* GI funding is available to successful U.S.-based investigators who request *Swift* observing time through the *TESS* GI process. No funds will be awarded from the *Swift* project for joint investigations proposed to this *TESS* program element.

**5 Analysis Plan**

Discuss how you plan to analyze the *TESS* data (or for ground-based observing programs, the data collected). This includes the development of software tools.

**6 Technical Feasibility**

Provide text and figures showing that the proposed *TESS* investigations are feasible; con- sider the *TESS* survey strategy, target observability, and required signal-to-noise, etc. The *TESS* Science Support Center (TSSC) makes several tools available to help estimate these quantities. For ground-based observing focused programs, a description of the resources that will be used should be described here.

**7 Expected Impact**

Summarize the expected science return of the proposed investigations and the expected benefit to the community, including new data products and software tools to be made publicly available.

**8 Work Plan**

Provide a brief (1 paragraph) anonymous work plan that provides details on how the pro- posed effort will be carried out, including the allocation of effort amongst investigators. For example: “Co-I #1 will extract the light curves. The PI will mentor a graduate student to model the light curves. Co-I #2 will lead the collection of ground-based observations.”

All proposals requesting funds must also provide upon submission a bottom-line proposed budget number in the provided field of the ARK submission form; this number should not be included in the body of the proposal.

**9 References**

List of references. References *are* ***not*** *included* when considering the proposal page limit.

**10 Target Table**

When necessary to justify your proposal, provide a list of targets using the below example as a template for format. This target table is designed to aid reviewers and need only provide a representative sample of the complete target list uploaded to RPS. Full target tables should be submitted electronically with the Phase-1 proposal. Please limit any target table included here to only 1 page. The table is not included in the page limit of the Science/Technical section.