



NERC High Performance Computing (HPC) New Application Form Guidance Notes

1. Investigators requiring National Service/HECToR resources are required to fill out a HPC NEW form at the beginning of their project. The completed form is required at the same time as the JeS form for Large Grant applications or where the request exceeds 26MAU. Other applicants should submit this form only after NERC funding has been agreed. A simpler HPC Continuation form should be completed for each subsequent year of the project.
2. Investigators wishing to use MONSooN should apply through JWCRP: <http://www.jwcrp.org.uk/infrastructure/monsoon.asp>
3. All NERC funded HPC users (HECToR and MONSooN) should have indicated on their initial Je-S form that 'Research Council Facilities, (HPC)' and which Facility (HECToR/MONSooN) will be required. If HECToR, an estimate of the total request in allocation units (AU) should be made. Consortium Leaders can advise.
4. The **HPC NEW** form must be submitted as soon as funding of the NERC award has been agreed. Access to compute time must be fully justified, as with other resources. The forms are used by Swindon Office staff to process the request and will subsequently be forwarded to members of the NERC HPC Steering Committee for evaluation.
5. The actions of the committee will vary depending on the nature of the application being made:

Research Grants: Standard, Large, Studentships, Fellowships.

6. Applications will be peer reviewed by the committee. The committee will check the feasibility of the HPC work and suggest a moderation of resources where appropriate. The committee will engage in an advisory role to the grants moderating panels or other Steering Committees, if requested to do so.

Research and Collaborative Centre Programmes:

7. The committee will not engage in the peer review of these applications, but will schedule the resource needs in context of the wider NERC HPC user-demand. The committee will largely commit itself to a capacity-planning role when considering these applications.

Other funding:

8. Users who are requesting HPC resource for science in the NERC remit, but not funded by NERC, should note that NERC does not expect to meet the cost for access to the national services. The Steering Committee will tension these applications against other calls on the resources and make allocations as appropriate.

Form Section Guidelines

Section 1

- **Co-applicants:** The names and emails of all co-applicants must be stated. Their respective roles - with indications of time commitments, if possible – should also be stated under “Role in project”.
- **HPC Contact:** This will be the person to which all correspondence regarding the project will be addressed to, for example, for the completion of the HPC Continuation form every year.

Section 2

2.1 Title

Applications associated with grant proposals should carry the project title of the grant.

2.2 NERC Funded Grants

Please ensure that the NERC grant reference number is stated. Please indicate if use of Research Council Facilities was stated on the Je-S form.

2.3 Proposed Start Date/Expected duration

Please state the start date of the **grant** and anticipated time needed to complete the **HPC work** stated in **months**.

2.4 Technical Summary

A short (150 words) summary of the content of the project as written for a **specialist** in the field.

2.5 Classification of Research

As featured in the Je-S form for grant applications, applicants are requested to assign percentages to at least one Scientific Area, and more specifically, Science Topics (between 1 and 4) which are relevant to the science underpinning the application. Percentages must be stated in multiples of 5 and total 100%.

2.6 Project Summary

Notes are provided on the application form. The Project Summary should be written for a specialist in the field. Grant applications’ Cases for Support are not acceptable - the summary is specific to the HPC focus of the study and **not** the underpinning science described in the grant application.

Section 3

3.1 NERC HPC consortium

If you have not accessed national HPC resources through NERC previously, please leave this section blank.

Section 4

4.1 Runs/simulations planned

Previous experience and history of run results and/or rough calculations should be stated to justify the number of simulations/runs being requested. Expected scaling should be stated if the model is not being run on a new machine.

4.2 HPC Training/support required

Training or technical support needs should be flagged, giving indications of likely staff efforts (i.e. 'person hours') and the nature of the training involved

Forms must be submitted electronically to hpc@nerc.ac.uk.

Further information or guidance

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