Kick-off Meeting held October 20, 2011—(16 in attendance)

Defined need to:
- Organize
- Establish goals
- Develop a charter
- Collect Data
- Produce product(s)
- Monitor and guide Astrophysics Technology portfolio

Presentations were given by each program, R&A, OCT Roadmaps, SBIR/STTR concerning the current state of Technology
ATT Current Membership

SMD/APD Lead for Technology
HQ Advisory/Support members
COR Chief Technologist
ExEP Chief Technologist
PCOS Chief Technologist
SOFIA Representative
Research & Analysis PM for APD
How do we work?

Astrophysics Division Director

ATT
- Plan
- Integrate
- Communicate
- Advise
- Review
- Support

PCOS Technology
- (GSFC)

COR Technology
- (GSFC)

ExEP Technology
- (JPL)

R&A Technology
- (HQ/Sparke)

COMMUNITY AWARENESS
- OCT
- SBIR
- STTR

Helio

Planetary Industry

OCT

SBIR

STTR

Earth

Industry

2/23/12
ATT TOR
Terms of Reference Document – signed by G. Yoder 12/1/2011

Highlights:
Purpose: “…integrated ATT within the Astrophysics Division ….will provide the knowledge and capabilities to allow for an efficient development of a technology process to manage the Division technology planning and execution.”
…conduct regular independent reviews of technology planning to assess technical capabilities and resources to implement higher level guidance

…provide advice to the APD DD for planning and budgeting activities

…utilize program office technology plans as basis for regular independent reviews with comments, improvements, deletions

…develop and maintain an integrated technology portfolio and data to interface with external organizations

…provide support as needed for technology procurement activities – SBIR/APRA/SAT and similar ROSES calls

(Complete TOR document is included in backup slides)
Backup - What are we doing?

• Fostering synergy, communication and an integrated view of technology efforts among programs in APD
• Providing for interface/knowledge sharing with other SMD divisions, OCT, SBIR/STTR, Agency technology road-mapping activities
• We’ve developed a wiki site on SMD server for collaboration where we share a document library of meeting notes, actions, site visit reports, calendar items, etc.
• Reporting/sharing information on various industry site visits/capabilities/opportunities
• Developing a master industry list
• Chairing a panel for OCT fellowships call
• Assessing technology portfolio data bases (IMPaCT from JPL, TechPort - in development by OCT) for potential ATT use
• Maintaining the Technology website for SMD/Astrophysics
• Organizing submittal of abstracts for SPIE in July
Purpose:
This Terms of Reference (TOR) documents the formation and operation of an integrated Astrophysics Technology Team (ATT) within the Astrophysics Division of the Science Mission Directorate. The team will provide the knowledge and capabilities to allow for an efficient development of a technology process to manage the Division technology planning and execution.

Charter:
The ATT will conduct regular independent reviews of technology planning to assess the technical capabilities and resource allocation for accomplishing the development of required technologies for execution of the mission portfolio driven by the latest Decadal Review and other strategic guidance. The ATT will assess the planning risks and the adequacy of the measures planned to mitigate those risks; facilitate coordination of Program Office Technology Development; and develop an integrated Astrophysics Technology Portfolio.

The ATT will provide advice to the Astrophysics Division Director to use in planning and budgeting activities.

The ATT will utilize plans developed by the Astrophysics Program Offices as the basis of their review, and will make comments to those plans to include improvements and deletions.

The ATT will maintain an integrated Technology Portfolio at the Astrophysics Division level and provide data to interface to external technology organizations.

The ATT will provide support, as needed, for technology procurement activities such as the NASA SBIR activity, APRA, SAT, and similar ROSES calls.

The ATT will periodically review the Astrophysics Technology Portfolio with the goal of suggesting opportunities of development synergism between individual Program Office investments; with other NASA enterprise elements, particularly OCT; and with other government agencies.
Governance
The ATT will accomplish its activities under the direction of the Assistant Director for Innovation and Technology as the representative of the Astrophysics Division Director. Those members of the ATT from Centers and other organizations will be responsible for coordination of their activities with their respective organizations.

Points-of-Contact:

The Science Mission Directorate point-of-contact and team lead is Michael Moore, Assistant Director for Innovation and Technology, michael.r.moore@nasa.gov, (202) 358-2408.

ATT support is provided by Tina M. Swindell, Marshall Space Flight Center, tina.m.swindell@nasa.gov (202) 358-4680.

ATT Membership:

The Assistant Director for Technology and Innovation will lead the activities of the ATT and be responsible for coordinating the Team’s activities and for the content and quality of the products developed by the team.

ATT Administrative Support will facilitate meetings, telecons, conferences, web sites and databases, support funds management and coordination, as well as other tasks assigned by the Team Lead.

Special Technical Support will be provided by subject matter experts, generally on temporary assignment at HQ or working from other NASA locations, to ensure completeness of the Team’s capability and historical longevity.

The ATT membership will also include the Chief Technologists from each Program Office within the Astrophysics Division. Presently, the program offices are the Exoplanet Exploration Program, the Physics of the Cosmos Program, the Cosmic Origins Program, the Astrophysics Explorers Program, and the Astrophysics Research Program.
Products:

The ATT will document the Astrophysics Technology Portfolio and supporting material in an active database. Using materials developed by the Programs in support of their technology thrusts as derived by analyses of the latest Decadal guidance, the ATT will develop an integrated technology plan for the Division.

Reporting:

The ATT will provide a status and other briefings as required in support of the Program Manager Quarterly, and other reporting activities such as the Monthly Flight Program Reviews at NASA HQ.