



Allocations Committee Policy

1 Purpose

The Ohio Supercomputer Center provides cycles to both academic and industrial clients. The methods for gaining access to the systems are different for each user community.

Primarily, our users are Ohio-based and academic and the vast majority of our cycles will continue to be consumed by Ohio-based academic users. These cycles are allocated to academic PIs via an allocations process overseen by the Statewide Users Group, which evaluates applications via a peer review process; the Allocations Committee leads these efforts. The Allocations Committee grants cycles to projects. Once those cycles are depleted, the Committee needs a renewal application for that project in order for it to remain available for use.

This policy guidelines the actions taken by the Allocations Committee on allocation requests (applications), which includes new projects and renewals.

2 Organizational Scope

This policy is Center-wide and applied to all Ohio academic clients at Ohio Supercomputer Center. Fee Structure may apply.

Refer also to the negative balance policy.

3 Definitions

For purposes of this policy, unless otherwise stated, the following definitions shall apply:

Term	Definition
Cycle	An RU. An RU is a resource unit. A resource unit is an aggregate measure of the use of CPU, memory, and file storage.

4 Policy Content and Guidelines

Formalize the Allocations Committee process and procedures surrounding allocations.

4.1 General Process

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- The Allocations Committee meets in-person bi-monthly to discuss academic applications (allocations requests) by Ohio academic PIs; some may be discussed between meetings. Allocations can be awarded, rejected, or tabled.

- Allocation actions defined:

Term	Definition
Awarded	Can provide a full award, partial award, or excess award (in extreme cases)
Rejected	Application did not fulfill requirements or did not meet scientific merit
Tabled	Application did not fulfill requirements and we are waiting on additional information or ample peer reviews were not received

- Allocation types; action schedule and dependencies on Committee decision:

Type	Schedule	Dependencies
Startup	Between meetings	
Classroom	Between meetings	
Standard	Between meetings	
Major	Meeting	1 positive peer review
Discovery	Meeting	2 positive peer reviews
Emeritus	Between meetings	
Annual	Meeting (December)	Invitation only

- Meeting Schedule
 - The Allocations Committee typically meets the first Wednesday of every other month
 - (February, April, June, August, October, December)

4.2 Project Types

- Academic:** an allocation of a number of resource units (RUs) that never expire
 - Subject to fee structure
 - Negative balance policy applies
- Classroom:** an allocation of a number of resources units (RUs) to supplement course instruction which are available for the semester, including software packages
- Annual:** an annual allocation process that awards an RU allocation for the upcoming calendar year
 - Is not subject to fee structure
- Emeritus:** an allocation of a number of resource units (RUs) that never expire
 - Subject to fee structure
 - Negative balance policy applies
 - Subject to fee structure
 - Negative balance policy applies

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- Regular academic, including emeritus, projects are closed for the calendar year

4.3 Allocation Types

Type	Purpose	RU Amount
Startup	Project for Ohio academics to begin work with OSC.	5,000 RUs
Standard	For researchers with moderate high-performance computing use.	5,001 – 10,000 RUs
Major	For researchers with significant high-performance computing use.	10,001 – 30,000 RUs
Discovery	For researchers with intensive high-performance computing use.	30,001+ RUs
Annual	For researchers with the highest amount of computing use. Invitation only.	Dependent (typically 75,000+ RUs)

4.4 Application (Allocation) Requirements

Type	Required Files	Notes
Startup	<ul style="list-style-type: none"> • CV/Resume 	1-3 business days
Classroom	<ul style="list-style-type: none"> • Class Syllabus 	1-3 business days
Emeritus	<ul style="list-style-type: none"> • CV/Resume • Publications • Funding 	1-3 business days
Standard	<ul style="list-style-type: none"> • Proposal • Publications • Funding 	3-5 pg. proposal
Major	<ul style="list-style-type: none"> • Proposal • Justification/Performance Report • Publications • Funding 	5-7 pg. proposal
Discovery	<ul style="list-style-type: none"> • Proposal • Justification/Performance Report • Publications • Funding 	7+ pg. proposal
Annual	<ul style="list-style-type: none"> • Specialized Application, includes: Proposal Publications Funding 	

- Proposal text
 - Should include a detailed description of the problem you are investigating and the scientific or technical basis of the investigations.

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- Include past results and plans for using the requested allocations.
 - Will be peer-reviewed for scientific / technical merit and appropriate use of high-performance computing platforms; make sure to include sufficient detail to allow reviewers to make informed recommendations.
 - A new and unique proposal is always required.
 - If it is a renewal, it must be significantly updated.
 - Justification / Performance Report
 - Justification of the RUs being requested; i.e. how did you come up with the estimated request?
 - example jobs
 - # of job runs
 - How code has been optimized (home-written code)?
 - Software and programs being used?
 - Peer Review Process
 - Two peer reviewers – name, institution, email address – are required for major and discovery-level allocations. They can be from any institution, but should not be stakeholders in the allocation of RU.

4.5 Exemptions

- Cost-recovered projects.
- Commercial clients.
- Non-profit/Government clients.
- Condo clients.
- Campus Champion projects.
- OSC Overhead projects.

5 Policy Sponsor and Contact

Ohio Supercomputer Center's HPC Client Services group is responsible for the policy process, policy formulation, and policy curation.

Contact OSC policy group at 1-800-686-6472, policy@osc.edu for additional information.