

Requesting Membership in the XSEDE Federation as a Level 1/2/3 Service Provider

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Version 1.22

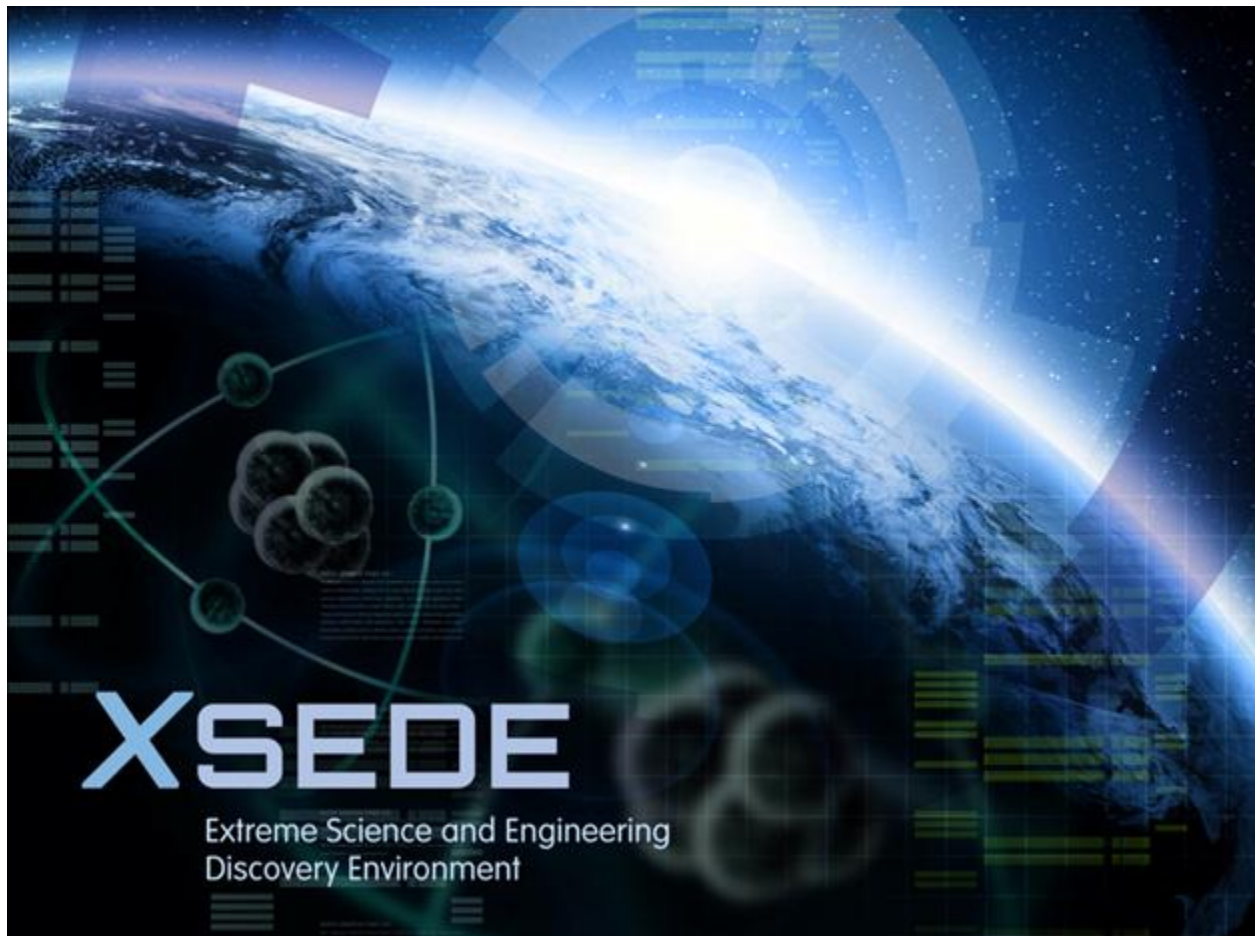


Table of Contents

A. Document History	3
B. XSEDE Federation Service Providers.....	4
B.1. The XSEDE Federation	4
B.2. Service Providers	4
B.3. SP Membership in the XSEDE Federation.....	4
B.4. The Service Provider Forum	5
C. Sample Letter of Intent	6

A. Document History

Relevant Sections	Version	Date	Changes	Author
Entire Document	1.00	29 Mar 2012	Baseline	XSEDE
B and C	1.10	03 Apr 2012	Corrected typos and added correct URLs	John Towns
B	1.20	19 Apr 2012	Rearranged text for better flow, minor corrections	Jay Boisseau, John Towns
B.3, C	1.21	20 June 2012	Drafted language for SPs to describe benefits to SP and XSEDE from their participation.	John Towns
B.3, C	1.22	10 July 2012	Incorporated fixes to typos/grammar and accepted all changes.	John Towns

B. XSEDE Federation Service Providers

Service Providers (SPs) are organizations that provide cyberinfrastructure services to the science and engineering community. They may meet the XSEDE Federation membership criteria and wish to request membership in the XSEDE Federation for various reasons. This document describes the process for making such a request.

B.1. The XSEDE Federation

The extended organization created by the amalgamation of the XSEDE program and other separately funded bodies with which XSEDE collaborates or otherwise has a formal relationship with is referred to as the *XSEDE Federation* (XF). All formal relationships with XSEDE will be documented via agreements that must cover a wide spectrum in both the services and responsibilities involved. Many of these agreements will be specific to the particular partner. Some partner organizations within the XSEDE Federation will not fall within the Service Provider designation; in particular, XSEDE will need to interact with other XSEDE-like organizations as peers. There are already such examples both within the United States and internationally (e.g., PRACE). This document addresses SPs that wish to request membership in the XSEDE Federation.

B.2. Service Providers

Service Providers are funded by autonomous NSF awards, other funding agencies, or local campuses to provide their services to their community. (Note that several organizations are Service Providers and are also participants in the XSEDE award; their role as a Service Provider is considered here separately from their direct role in the XSEDE program.) It is the autonomous nature of the funding to Service Providers, which demands a careful description of the relationship between SPs that are part of the XSEDE Federation and the XSEDE project.

Three Levels¹ of Service Providers within the XSEDE Federation are defined. Of central importance is that all SPs who are members of the XSEDE Federation have an explicit voice in how the XSEDE project and its environment and architecture evolve to further support the needs of all stakeholders. SPs are classified as being at a specific Level by meeting a minimum set of conditions. They may meet additional conditions at their option, but classification at a specific Level will be based on the stated required minimum conditions. The definition of these levels is provided in the SP Definition Document (see §B.4 below).

B.3. SP Membership in the XSEDE Federation

SPs interested in membership in the XSEDE Federation express that interest via a Letter of Intent sent to the XSEDE PI. This letter expresses the SP's interest in membership in the XSEDE Federation and indicates the Level of SP membership they are seeking. The prospective SP is to provide a general description of what they are offering and the community to whom they are offering it. This should be accompanied by a statement as to how their service/resource is augmented by involvement in XSEDE

¹ Throughout this document, the word "Level" is spelled with an initial-capital when it refers to Levels of Service Providers within the SP Forum, and without an initial-capital when it does not refer to this specific context.

and also how XSEDE is augmented by their involvement – in both cases these should be tied to science impact. Finally, the letter acknowledges the expectations of the SP at the Level of membership they request (as defined in the SP Definition Document) and expresses their intent to make a best effort to satisfy the expectations of XSEDE Federations as an SP at that Level.

Upon receipt of the letter, the XSEDE PI will contact the requesting SP to discuss membership (if that has not happened in advance of the letter being sent). The XSEDE PI will then review the request with the XSEDE Senior Management Team. Following review of the request, the XSEDE PI will provide a response letter indicating the result of the considerations of the XSEDE Senior Management Team. In the case of approval, the letter will express XSEDE’s understanding of its obligations to the new XSEDE SP and commitment to fulfill those obligations. In the case of declination of the request, the response letter will explain the reasoning for the declination.

B.4. The Service Provider Forum

In addition to membership in the XF, SPs may also wish to request membership in the XD Service Providers Forum (SPF). Information regarding the SPF is available on their web site at: <https://www.xsede.org/web/sp-forum>. In particular, definition of the SPF and also the criteria for qualifying as an XSEDE SP at Level 1, Level 2 or Level 3 are documented in the *XD Service Providers Forum: Charter, Membership, and Governance* document². The most current version of this document is maintained at: <https://www.xsede.org/web/guest/project-documents>. This document will be referred to here as the SPF Definition Document and it is assumed the reader is familiar with it.

As described in the SPF Definition Document, the SPF serves multiple purposes. While it has been established to engage a broad community of SPs, it is the defined means for interaction between the XSEDE program and the SPs that engage directly with the XSEDE program (i.e. members of the XSEDE Federation). There are two categories of Service Providers in the SPF – those that are or are not part of the XSEDE Federation.

It is expected of all SPs who are members of the XSEDE Federation that they also seek membership in the SPF since that is the defined means of interaction between XSEDE and those SPs.

² Note: In future versions of this document (v2.0+) and the SP Definition document, the criteria for XSEDE Federation Level 1/2/3 SPs will be moved to this document.

C. Sample Letter of Intent

Dear John,

[name of organization] wishes to participate in the XSEDE Federation and SP Forum [??] as a Level N [1,2,3?] Service Provider (SP) through its delivery of [service descriptions].

[Provide a general description of what resource(s)/service(s) are being offered and the community to which it is being offered.]

[Provide a summary statement as to how the service(s)/resource(s) is(are) augmented by involvement in XSEDE and also how XSEDE is augmented by their involvement – in both cases these should be tied to science impact.]

We have reviewed the *XD Service Providers Forum: Charter, Membership, and Governance* document (version 10.1, dated 2 February 2012, at: https://www.xsede.org/documents/10157/281380/SPF_Definition_v10.1_120228.pdf³) defining the mutual responsibilities of XSEDE and an SP and are confident that we can and will fulfill our obligations as described therein.

In the event that you have an issue with our performance, please contact me, directly. Similarly, if we perceive an issue, we will contact you. In either case we commit to work with you to resolve any issues.

We at [name of organization] look forward to working with XSEDE to advance the mission of XSEDE and the NSF in advancing the nation's research capability.

Sincerely,

³ Latest version can be found linked from <https://www.xsede.org/web/guest/project-documents>