

# Call for McDonald Observing Proposals (HET and Mt. Locke Telescopes) – Trimester 25-2.

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## Change Log

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## 1. Trimester 2025-2 - Overview

Trimester 25-2 covers the April 1 through July 31, 2025, observing period for HET and Mt. Locke telescopes.

The proposal ingest opens on 13 January, 2025.

**Mt Locke telescope proposals are due: 5pm CST, 31 January 2025.**

**HET proposals are due: 5pm CST 7 February 2025.**

These deadlines are **firm**. The proposal submission web sites will close shortly after the stated deadlines. *You may update a submitted proposal any number of times up until the deadline. The last submission will be the one which is reviewed.* Therefore, do not wait for the last minute to submit your proposal!

***Please use the new cover sheets for all telescopes. Do not resubmit an old proposal without updating the cover sheets.***

### 1.1 HET (UT PIs only)

Available instruments: [LRS2](#), [HPF](#), and [VIRUS](#).

Anticipated Pr 0 - Pr 3 time is not yet completely certain (the Board still needs to decide on engineering time) but UT's total time for Pr 0 - Pr 3 should be ~295 hours (Pr0=39.3, Pr 1=59, Pr2=Pr3=98.4).

### 1.2 Mt. Locke Telescopes

Proposals are invited for the 2.7m, 2.1m and 0.8m telescopes.

**For the 2.7m Harlan J. Smith Telescope**, all currently active instruments are available: [DIAFI](#), [George and Cynthia Mitchell Spectrograph \(GCMS\)](#), [VIRUS-W](#), the [Tull Coude Spectrograph \(TS2; both foci\)](#), and [IGRINS](#).

**For the 2.1m Otto Struve Telescope**, [ProEM](#), [CQUEAN](#) (a.k.a. SQUEAN), and eyepieces are available.

The Texas A&M, [Exoplanet Transmission Spectroscopy Imager \(ETSI; PI: D. DePoy\)](#) is also available in collaboration with the instrument PI team.

**For the 0.8m**, the [Prime Focus Corrector \(PFC\)](#) is available

**Note that proposals for IGRINS and ETSI must include an instrument team member as co-I.**

For contact information and details about proposing for IGRIN time, see:

<https://sites.google.com/view/igrinsatmcdonald/home>

If you are interested in proposing for ETSI observations, please contact [Prof. DePoy](#).

For questions about instruments, policies, etc., send to [me](#) and I will find the person who can answer them.

## 2. Updates and Highlights

- The HETDEX project completed data collection at the end of trimester 24-2. This releases a lot of dark time for the HET community, about 500 hours over the whole year. UT's share of this is ~67% (over 330h). Note that you can expect to be able to observe dark time targets even with Pr 1

- IGRINS is offered for trimester 25-2 in PI-instrument mode on the 2.7m telescope.

- The Texas A&M “Exoplanet Transmission Spectroscopy Imager” (ETSI) is offered, as a PI instrument, on the 2.1m

- The Mt. Locke cover sheets have been updated to ask whether your time could be split to more than 1 run. **The default is that you CAN accept a split run for any telescope time.** Please provide clear information about any observing cadence needed for your observations (such as “Two nights every two weeks, or one long run”).

- McDonald Observatory now has three “Remote Observing Assistants” (ROAs). We expect to expand remote observing availability on the 2.7m and 2.1m telescopes as the required training is completed. A limited amount of service mode observing may also become available (starting with the coudé spectrograph in specific configurations). When available, both of these observing modes are limited to UT Austin observing programs. For trimester 25-2, only the 2.7m telescope is available for remote observing.

### 2.1. Proposal writing reminders – especially for new proposers:

- Write your proposal such that it is understandable to non-experts. The TAC members may work in different areas of astronomy than you do.
- Make sure to that the parts of the proposal; background information, scientific significance, methods, proposed observations, technical feasibility, expected results, etc., form a coherent whole.
- Clearly justify your requirements (dark/bright time, Signal-to-noise ratio, spectral resolution, scheduling/timing requirements and accuracy, etc.). Don't just state requirements without explanation and justification.
- If you are requesting non-standard observing modes, explain why and how these modes are required to reach your science goals, and how you will reduce the data.

Further tips and advice for writing successful proposals can be found at:

[Hints for Writing Successful Observing Proposals](#)

## 3. Observing Time Requests

### 3.1 HET - University of Texas' share

Proposals for The University of Texas' share on the HET are due on Monday Feb 7 at 5pm Central Time. **The PI for the proposal MUST be at UT Austin.** We have an electronic submission form, which you MUST use.

There is a question on the current form of whether you can use priority 4 time. If you do not see this question, you are probably editing an old form and MUST start with a new proposal to get this question (and Pr 4 time). We will assume you cannot use Pr 4 time if this is not answered.

The site is password controlled. You can create an account for yourself the first time you use it. If you have forgotten your password, the system can send you a new one. If you encounter problems, send them to [me](#).

The proposal website may be found at:

<https://mcdonald.utexas.edu/for-researchers/observer-tools/telescope-scheduling-policies-procedures/proposal-forms>

You must submit your science justification as pdf. A LaTeX [template](#) and [style](#) files are available at the proposal website (under the "Phase I" pages) or you may use a word processor of your choice. Details of the needed format are given at the web site (p. 4). If using a different word processor, PLEASE PUT A SECTION HEADING ON EACH SECTION.

PAGE LIMITS: You may include 1 page of science justification, and 2 pages for figures, tables and references. Use minimum 11pt. fonts, and 1" margins on all sides. You will need to include an Object Table and an Exposure Table but NO setup table because there are no user-definable options. Put into the text or a note in the exposure table whether you want LRS2-B or LRS2-R if asking for LRS2.

You must check the availability of tracks using the feasibility tool at <https://hydra.as.utexas.edu/hetweb/ProgramPrep/hetdexcalendar.html>. Be sure to choose "No\_HETDEX" when you run this tool. You are required to put in the text something more informative than "I have enough tracks". If you have a large number of objects scattered over RA, you may include a statement to that effect. In such cases, for the benefit of the TAC and review process, please include an *example target* discussing track availability. If you have few objects, you must run the tool with your required conditions and indicate the number of available tracks for each target in your proposal. Note that the number you want is the number in the **\*\*(GREEN)\*\*** line, after all conditions have been applied, not the total possibly available in any condition. Be sure to use the availability tool listed above and not any other you might find. If you need 10 tracks and there are 10 available, the TAC may deem that insufficient as there are other users who may require the same time of night.

## 3.2 Mt. Locke Telescopes

All proposals are to be submitted using the on-line web submission form, located at:

<https://mcdonald.utexas.edu/for-researchers/observer-tools/telescope-scheduling-policies-procedures/proposal-forms>

(the same place as for the HET proposals; it is similar to, but not the same as, the HET form)

As for HET you may create your own account if it does not already exist (it is a different program than for HET, so needs its own account, though they may be the same).

Note that IGRINS proposals must include a member of the instrument team, or an experienced observer listed on the IGRINS webpage. (<https://sites.google.com/view/igrinsatmcdonald/home>) Similarly, ETSI proposals must include an instrument team member. Please contact Prof. D. DePoy ([depoy@tamu.edu](mailto:depoy@tamu.edu)) for suggestions.

In the web form, some of the routine items are menu selectable. The long text portions (e.g. Scientific Justification) should be uploaded in PDF format. You may prepare them in any text processor you wish, as long as you upload a pdf. A very simple [LaTeX template](#) (different than the HET one) is available. It does not require a .sty file to compile. You may upload the text sections either as a single document or as a separate document for each section. **Please put a section heading on each section.**

**PAGE LIMITS AND FONTS:** As for HET proposals, your scientific justification may be 1 page of text and 2 pages for references and figures/tables. Use minimum 11pt. fonts, and 1" margins on all sides. The references and figure captions must obey the same minimum font size as the text. Note that the TAC takes a dim view of people who ignore the margins and font rules.

**CONSTRAINTS:** Please be clear and as flexible as possible with your dates and moon constraints. The more flexible you are, the more likely I will be able to schedule you for some time! PLEASE DO NOT BURY YOUR CONSTRAINTS IN THE TEXT - make sure there is something to flag them on the cover page. Use the preferred months field for example.

**FOR REQUESTING PARTIAL NIGHTS:** If you are requesting partial nights, put the actual sum of partial nights in the "nights requested" box (e.g. for 3 half nights the sum is 1.5 nights - do NOT put 3x0.5). DO put something like "3x0.5 nights" in the "Preferred Months" box. If you ask for 1/2 nights, the form will request which half is needed. Be creative with this, e.g. "second half in April, May or first half in June, July."

### *3.2.1. Remote and Service Observing (Mt. Locke)*

**Remote observing is restricted to proposals with UT PIs, and currently only for the 2.7m telescope. Requests for remote observing must be made on the cover sheets.** Approval is not guaranteed and will depend on availability of remote observing assistants. **New users of all**

**telescopes are required to observe in person at McDonald, including going out for at least 2 nights of apprenticeship with an experienced observer.** Users who have only observed remotely are encouraged to observe at McDonald at least once.

### 3.3. LONG-TERM STATUS:

Long-term status can be conferred on projects for periods of 1 year for Mt. Locke and HET. Only UT-led proposals are eligible. Only a fraction of the telescope time will be allocated for long-term projects (probably no more than 25% of the time). Simply needing a large allocation is not generally considered a justification. The TAC is looking for a reason such as the science requiring multiple epochs, or direct comparison of targets only available in consecutive trimesters.

Generally, the TAC does not approve long-term status on the first trimester of a new program - they would like some proof-of-concept. The web forms have a place to upload the request for long-term status and it must be submitted as part of your normal proposal. Note that this extra page is **ONLY FOR JUSTIFICATION OF THE NEED FOR LONG-TERM STATUS**. The request must indicate why your project needs long-term status, what milestones you expect to achieve by the end of the 1 year period and details of the numbers of nights/hours you need in the current and following two trimesters. Only 1 page is allowed.

ON THE COVER PAGE, for number of nights/hours requested, put the request for the **CURRENT** trimester. For Mt. Locke it will ask your needs for the rest of the year, once long term is checked. For HET, put your requirements, by priority, in the extra 1 page of text (instructions in the upload information).

## 5. SUMMARY

The upcoming Mt. Locke and HET trimester will cover the 1 April through 31 July 2025 period.

Proposal deadlines are

HET proposals:

Web submission by 5pm central time on 7 February 2025.

Mt Locke proposals:

Web submission by 5pm central time on 31 January 2025.

These deadlines are **FIRM** and the proposal ingest will close the web site shortly after the deadline.

HET and Mt. Locke proposals will not be accepted via e-mail unless the proposal ingest system is unavailable due to the website updates and you do not need to submit any hard copies.

If you have problems with the web submission system, send email to

[bgandersson@austin.utexas.edu](mailto:bgandersson@austin.utexas.edu)

Updated Mt. Locke Operations Schedules are available at:

<https://mcdonald.utexas.edu/for-researchers/observer-tools/observing-schedules>