**Creating and Maintaining Strat Plan, Priorities and Projects / Activities Lists for Mapping**

Thoughtful creation of these lists and naming conventions up front will simplify and enhance later reporting, sorting, grouping and filtering. A good rule of thumb is for lists to be detailed enough to be meaningful, but not so detailed that mapping is overly complicated; the effort should equal the value.

Keep in mind that these items cannot be edited or deleted once they are added to TM1 dimensions. New items can be added and numerous changes may ultimately result in a very lengthy drop down lists from which users select. Per TM1 naming conventions, no special characters can be in the names, such as , ‘ . - / \*&()...

* **Lab Strategic Plan Items List**
	+ These should be at a high level (i.e. Imperatives) from your Lab Strategic Plan and would typically be the shortest list. These are what you will map your Projects / Activities to in the FAB Allocation Mapping application.  (Some Labs or groups have opted to map to the NCAR Strategic Plan.)

* **Lab Priority Items List - *Optional***
	+ This list is optional and would typically be a medium-length list, under which Lab Projects / Activities (see below) fall.  These would be areas not specifically identified at a high level in the Lab Strategic Plan, but rather areas where you anticipate questions from B&P, NSF or others.
		- Note that if you choose not to use Lab Priority Items, you can still roll up using names.  For example:  The Lab Strategic Plan Item list might have Community Modeling but not call out WRF.  However, if all Lab Projects / Activities related to WRF include “WRF” in the name, you could roll them up by searching for “WRF” in the title.  Thus, you would have less initial mapping to do if you don’t us Lab Priority Items, but you would need more intelligence in the Lab Project/Activity Item names for sorting and grouping.
* **Lab Project / Activity Items List**
	+ This would typically be the longest of the three lists.
	+ Projects / Activities should be of similar granularity to the former ABR Priorities / Tasks.
	+ You should also list Projects / Activities that will help you respond to common budgetary and programmatic questions - but note that some topics might be better identified via User Defined Account Key attributes in FAB rather than added to your mapping lists.  It is up to each Lab to decide.  We recommend that your granularity in this list increases for those items that are considered for cuts or augmentations.
	+ Common nomenclature is necessary to make it easier to find names in the drop down lists when entering data, as well as to use in sorting, grouping and reporting. Thus, names for items should begin with Lab and Division or Facility or Subfacility acronyms:
		- ***EOL DFS*** Stuff, ***NESL MMM*** New Stuff, ***CISL IMAGe*** Other Stuff, ***RAL NSAP*** More Stuff

*(B&P verifies and coordinates the nomenclature among Labs)*

* + Major cross-Lab programs and common thrusts should use consistent agreed upon acronyms and naming conventions within Priority and Project / Activity names. For example:
		- EOL DFS ***Education and Outreach*** General,  RAL NSAP ***Education and Outreach*** K-12,  CISL ***Education and Outreach***
		- NESL CGD ***WACCM***,  NESL ACD ***WACCM*** Dev and App

***Partial*** List of Common Areas across NCAR:

* + - * **CESM** (Community Earth System Model)
			* **WRF** (Weather Research and Forecasting Model)
			* **WACCM** (Whole Atmosphere Community Climate Model)
			* **MPAS** (Model for Prediction Across Scales)
			* **GTR** (Geophysical Turbulence Research)
			* **Observing Facility** (by name, i.e. C-130, GV, ISFS...)  Development, Operation & Maintenance
			* **Field Campaign** (by acronym, i.e. PACE)
			* **Community Modeling** Development, Application, Support
			* **Scientific Research**
			* **Technology Transfer**
			* **Data Services** Development, Maintenance, Operation, Assimilation
			* **Supercomputing Facilities**
			* **Education and Outreach**
			* **Diversity**
			* **Visitors**
			* **Lab Infrastructure** (Administration, CCSC, Web…)

Below are sample illustrations of how Projects / Activities can be set up within a Lab, from simple to detailed, where the name begins with the Lab and Division/Facility/Subfacility and EO for Education and Outreach to help group activities for selection in the dropdown list.

**Simple:**

NESL MMM EO Education and Outreach

NESL CGD EO Education and Outreach

**Detailed:**

NESL MMM EO SOARS Support

NESL MMM EO Post Doc Support

NESL MMM EO Student Assistant Support

NESL MMM EO Visitors

NESL CGD EO SOARS Support

NESL CGD EO Post Doc Support

NESL CGD EO Student Assistant Support

NESL CGD EO Visitors