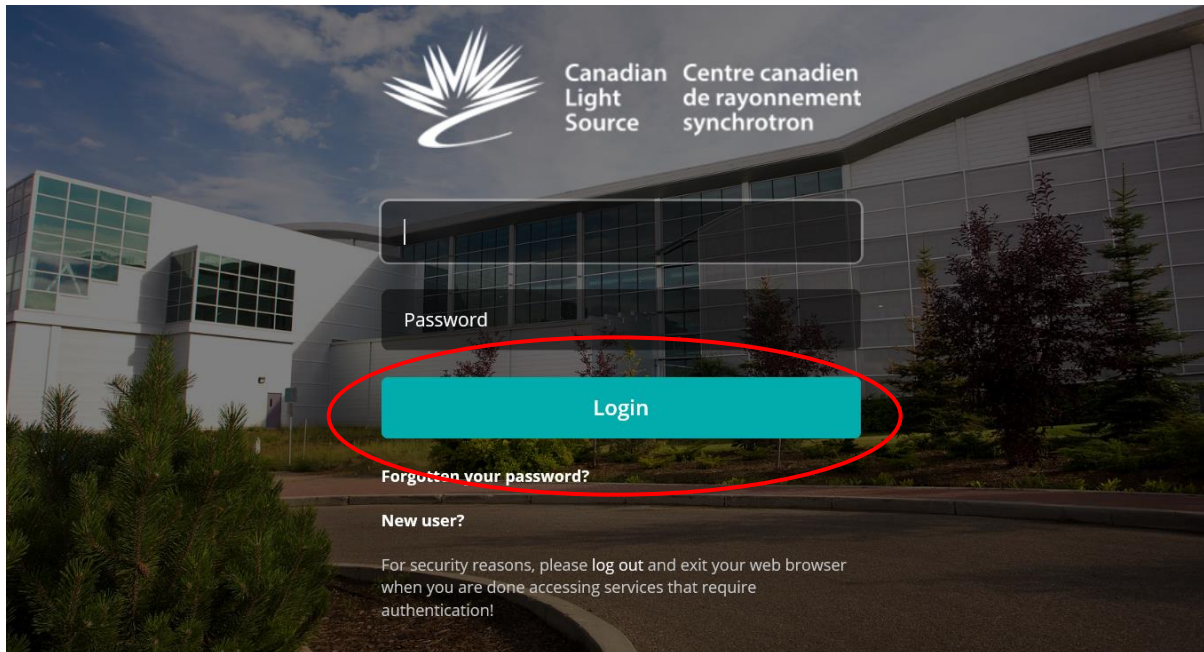


# Create a new proposal

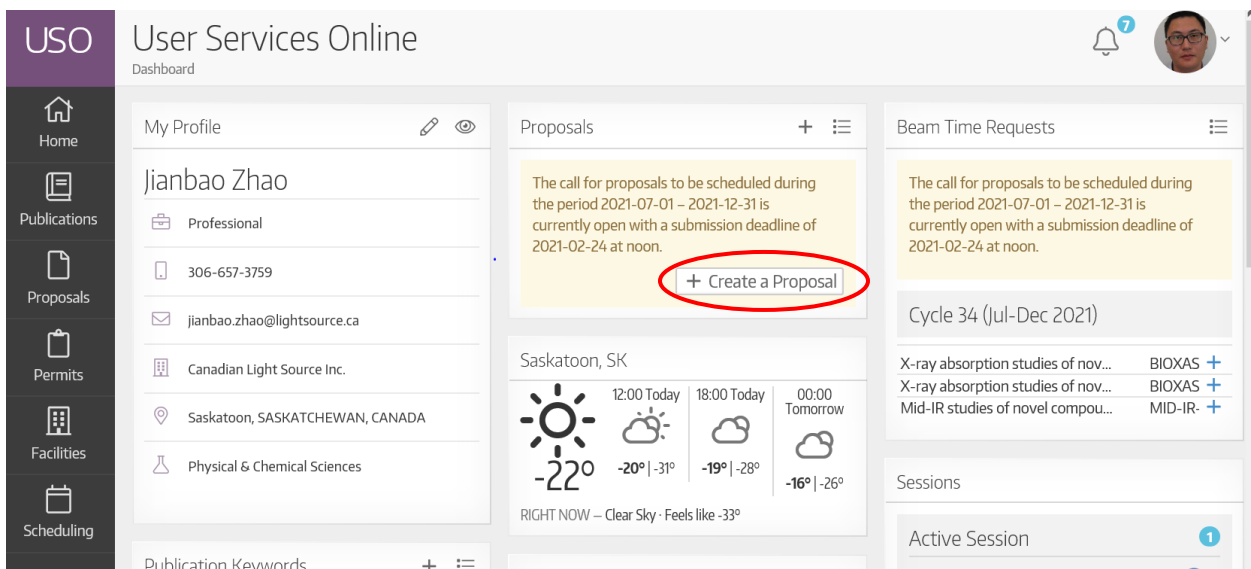
Dear CLS Users,

Please follow the steps below to create a new proposal for beamline Far-IR.

Step 1: During a call for proposals, you can create your new proposal through the CLS User Portal at [here](#).



Step 2: On the Log On page above, put your username and enter your password. (If you don't know your username or password, contact [beamline staff](#)). Login to the CLS User Services Online. Now you should be able to see the USO dashboard below. Click "+ Create a Proposal" icon.



Step 3: Now you should see a new pop-up “Create Proposal” form. Fill in all the required information in the box and then create your new proposal.

Create Proposal

Enter a title for the proposal:

Select a type of proposal:

General User Access

Covid-19

Scientific Commissioning Access

Staff Access

Beamline Commissioning

Beamline Maintenance and Development

Rapid Access

General User Access

General Users are researchers who are allocated beamtime based on a competitive peer review process, which takes place twice per year. To qualify for this peer review access, there must be an intent to publish scientific results in a timely manner. A minimum of 30% of experimental facility access time will be available for this type of access on each beamline. CLSI will provide experimental time to all approved proposals to the extent resources are available. A nominal access fee of \$1 per delivered eight-hour shift will be invoiced to the User.

Proposal will be created for Cycle 34 (Jul-Dec 2021)  
The call for proposals is currently open for Cycle 34 (Jul-Dec 2021). The submission deadline for User Access proposals for this cycle is Feb 24, 2021 at noon, in **3 weeks, 4 days**.

Cancel

Create

Please do not hesitate to let us know if you meet any problems, questions or comments.