

**MPD 7100.1**

**BASELINE**

**EFFECTIVE DATE: May 27, 2015**

**EXPIRATION DATE: May 27, 2025**

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# **MARSHALL POLICY DIRECTIVE**

**CS01**

## **MSFC NEW WORK PURSUIT POLICY**

**COMPLIANCE IS MANDATORY**

**DIRECTIVE IS UNCONTROLLED WHEN PRINTED**

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<b>Marshall Policy Directive CS01</b>		
<b>MSFC New Work Pursuit Policy</b>	<b>MPD 7100.1</b>	<b>Revision: Baseline</b>
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### DOCUMENT HISTORY LOG

Status (Baseline/ Revision/ Change/ Revalidation/ Canceled)	Document Revision/ Change	Effective Date	Description
Baseline		5/27/2015	
Revalidated	Baseline	4/13/2020	Updated organization names and applicable document titles. No change to policy, requirements, or responsibilities.

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## **1. POLICY**

a. It is Marshall Space Flight Center’s (MSFC’s) policy to ensure that applications for new work pursuit are developed and commitments are made, with awareness of the executability of the proposed work.

b. It is MSFC’s policy that the pursuit of new work for NASA programmatic customers shall primarily be performed by the Marshall organization chartered to represent the function most closely related to that of the customer (i.e., the Science and Technology Office is the Marshall organization most closely related to the Science Mission Directorate (SMD) and is expected to be the lead in the pursuit of new work from SMD).

c. It is MSFC’s policy to maintain a formal decision process for new work pursuit to ensure:

(1) MSFC enters into preliminary negotiations with teaming partners and customers with cognizance of the alignment to the new work to Center priorities, competitiveness, and potential impacts.

(2) MSFC resources expended in the pursuit effort are both efficiently and effectively utilized.

(3) Programmatic and technical risks are understood to allow MSFC to make an informed decision to commit to the work.

## **2. APPLICABILITY**

a. This MPD applies to Center personnel, programs, projects, and activities, including contractors and resident agencies to the extent specified in their respective contracts or agreements. (“Contractors,” for purposes of this paragraph, include contractors, grantees, Cooperative Agreement recipients, Space Act Agreement partners, or other agreement parties.)

b. This MPD applies to the Michoud Assembly Facility.

c. This MPD applies the following: all mandatory actions (i.e., requirements) are denoted by statements containing the term “shall.” The terms “may” or “can” denote discretionary privilege or permission, “should” denotes a good practice and is recommended, but not required, “will” denotes expected outcome, and “are/is” denotes descriptive material.

d. This MPD applies the following: all document citations are assumed to be the latest version unless otherwise noted.

e. This MPD applies to new work pursuits including bid and proposal efforts for Agency and non-agency competed opportunities and solicited or unsolicited proposals for new directed agency program/project activities.

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f. This MPD applies to partnership work entered into under NASA’s other transactional authorities (e.g., Cooperative Agreements, Enhanced Use Lease agreements, and Space Act Agreements). This policy does not supersede MPR 1050.2.

g. This policy does not apply to augmentation of previously awarded NASA program/project work.

### **3. AUTHORITY**

NPR 1400.1, Documentation and Promulgation of Internal NASA Requirements and Charters

### **4. APPLICABLE DOCUMENTS AND FORMS**

4.1 MPD 1150.1, Establishment of Councils, Boards, and Committees, and Charter MC-25, MSFC Strategic Planning Council (SPC)

4.2 MWI 7100.1, New Work Lifecycle Process

### **5. RESPONSIBILITIES**

5.1 The Center Director shall establish delegation thresholds for all decisions within the process.

5.2 Appropriate customer facing organizations shall be primarily responsible for the pursuit of new work for NASA programmatic customers.

5.3 Directors of organizations pursuing new work are accountable for ensuring the implementation of the process for pursuits sponsored by their organization. They shall delegate decision authority for new work pursuits to the extent practicable, while maintaining appropriate integration with affected organizations.

5.4 The Office of Strategic Analysis and Communications (OSAC)/ Office of Strategy (CS02) shall define and implement the process as described in MWI 7100.1 and be responsible for measurement and verification. OSAC/CSDI shall support organizations in implementing the process.

### **6. DELEGATION OF AUTHORITY**

Offices authorized to execute procedures under these policies may delegate their responsibilities to the next lower management level, if necessary.

### **7. MEASUREMENT / VERIFICATION**

None

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**8. CANCELLATION**

None

*Original signed by*

Patrick E. Scheuermann  
Director