

JSA Initiatives Fund Proposal Summary Sheet (Draft 03/29/08)

Proposal title: Support of User Group Annual Meeting	
New proposal <input type="checkbox"/> Renewal <input checked="" type="checkbox"/>	Total funds requested \$ 6500.00
Leveraged support / Matching resources <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If your proposal includes leveraged support or anticipates matching resources, identify source, amount, and secure the signature of an authorized representative of the source.	
Source/Amt	Registration fees, about \$7000
Source/Amt	Authorized Signature:
Source/Amt	Authorized Signature:
Source/Amt	Authorized Signature:

Principal Investigator (PI) Ronald Gilman	
<input type="checkbox"/> JLab employee	Associate Director signature
<input checked="" type="checkbox"/> JLab user	Name of university Rutgers University
<input type="checkbox"/> Other	Name of institution
PI's Mailing Address	Rutgers Physics & Astronomy, 136 Frelinghuysen Rd., Piscataway, NJ 08854-8019
PI's Telephone / E-Mail	732-445-5489 and 757-269-7011, gilman@jlab.org
Co-PI's (with affiliation)	Users Group Board of Directors

Executive summary including the projected begin/end dates. The Users Group Board of Directors requests funds to support the 2009 annual users meeting, which we expect to hold in late June. Most of the funds are directed to graduate students. The funds requested will allow us to waive all student registration fees, and to provide lunches for the students, thus encouraging attendance. This proposal also includes travel funds for the Thesis Prize winner and the JSA Postdoctoral Fellow, who are invited speakers at the users meeting. It is clearly appropriate for us to pay travel costs for these speakers to come to the annual meeting. Some general support is requested, as the meeting has barely broken even the past few years. Synopsis of scientific, educational, technical, and/or business merits, and alignment with and significance to Lab's current programs. This proposal benefits the laboratory user community by encouraging and enabling increased attendance at the Users Group Meeting. In particular, it helps the graduate students, the youngest members of our community.
Proposed evaluation plan to measure success. If this is a request for renewal of funds, assessment of prior year performance. The primary goal of these funds is to increase attendance of graduate students at the Annual Users Meeting. The JSA Initiatives Fund has now supported this activity for two years. Graduate student registration for the annual meeting was under 40 in 2006, when graduate students had to pay registration fees, but increased to 72 in 2007 and 81 in 2008. Thus, the first two years of this program have been clearly successful, and we want to maintain this success. The second goal of these funds to to encourage the Thesis Prize winner and JSA Postdoctoral Fellow to attend the Users Meeting and give talks about their research. In 2008, these talks were presented.

Authorized signature for proposal from:	
JLab employee	Lab Director signature <u>Ronald Gilman</u>
JLab user	JLab Users Group Board Chair
Other	Institutional authorization

Office of SURA Chief of Strategic Services – Internal Use		
Proposal received:	Submitted for review:	Disposition:

Attachment A Technical Proposal – no more than 5 pages please. Up to 5 additional pages of letters of support, or other supporting materials may accompany proposal.