

Jefferson Science Associates, LLC
Managing and Operating the Thomas Jefferson National Accelerator Facility
for the U.S. Department of Energy

FY2018 JSA Initiatives Fund Proposal Summary Sheet

Proposal title

Project Start Date (month/year)

Project End Date (month/year)

New
proposal

Renewal

**Total funds
requested**

Total leveraged support / matching
funds. Details of funds must be
included in budget proposal.

To be completed by JSA: Total funds awarded

Principal Investigator (PI)

Institutional affiliation
Mailing address
Email / phone #

Co-PI (if more than 1, add
pages with information)

Institutional affiliation
Mailing address
Email / phone #

Check one category: If PI is a Lab employee, your identification of the appropriate Associate Director below represents the acknowledgement of that AD with your submittal of proposal. No signature required.

Lab employee: Identify Associate Director (email /
phone)

Lab user: Identify University affiliation (email / phone)
Joint appointee: identify University and Lab division
association (email / phone)

Other: Identify Institutional affiliation (email /
phone)

Proposal: Attach file with

- (1) **Executive summary and technical proposal**
- (2) **Synopsis of scientific, educational, technical, and/or business merits, and alignment with and significance to Lab's current program**
- (3) **Proposed evaluation plan to measure success.** If this is a request for renewal of funds, assessment of prior year performance,

Your proposal may include letters of endorsement and other supporting information (maximum of 12 pages including this summary sheet and budget sheet)

Budget Proposal

Proposal Title

Principal Investigator (PI)

Total funds requested

To be completed by JSA: Total funds awarded

	Item Description		Amount
<p>Equipment. Lab users submitting proposals that include equipment to be used at the Lab must review with the appropriate Lab Associate Director. The provision of the name of the AD below represents the AD's acknowledgement. No signature required.</p>			
	Associate Director: _____		
	_____	_____	
	_____	_____	
		Subtotal Equipment	
<p>Travel Support. Provide break-out of estimates for registration fees, lodging and transportation, catering, and facility charges (room rentals, AV equipment; etc.)</p>			
	_____	_____	
	_____	_____	
	_____	_____	
		Subtotal Travel	
<p>Supplies</p>			
	_____	_____	
	_____	_____	
		Subtotal Supplies	
<p>Consultants/Subcontracts</p>			
	_____	_____	
	_____	_____	
		Subtotal Consultants/Subcontracts	
<p>Other Expenses. Examples include stipends and honoraria, prizes, awards.</p>			
	_____	_____	
	_____	_____	
		Subtotal Other Expenses	
		Total Budget Proposal	

Budget Justification: Include narrative to explain need for each line item in the budget, showing breakdown of calculations used to arrive at the amount in each line of the budget. Note that the JSA Initiatives Fund Program does not support salaries and salary-related expenses, or indirect expenses.

Leveraged Support/Matching Funds information. Identify the source, type and amount of dollar funds from each institution. Include **separately** estimated value of in-kind support. Your identification of the authorized representative who has committed institutional support for your proposal represents the acknowledgement of that individual. If support or funds are provided by the Lab, identify the associate director (or equivalent) as the authorized representative. Information may be included on separate page.

EXECUTIVE SUMMARY:

The Users Group Board of Directors requests funds to support the 2018 Annual Users Group meeting. These funds will be used for two primary purposes: 1) To support travel (3-4) of distinguished speakers and 2) to waive the (reduced) registration fee for students attending the meeting, as well as providing them with a series of three stimulating “lunch meetings” where important topics such as career planning, balance between career and life, etc. will be discussed.

SYNOPSIS:

The Annual User Group Meeting and Workshop is the flagship activity of the User Group that provides a unique opportunity for users to interact with each other, with the lab management and funding agencies. Inviting a few well-known speakers will increase the attendance of users, inspire younger users (students and postdoc) whom we hope to attract into a lifelong career doing research at Jefferson Lab, and at the same time helps Jefferson Lab to “advertise” the great physics done here to the prestigious and influential individuals we invite.

The support specifically requested for graduate students has the goal to increase student attendance and participation in the poster contest, and to give students an opportunity to receive valuable advice about their future careers (as well as mingle with well-known physicists and senior researchers from our community). The amount requested for graduate student registration fee waiver is increased this year to cover 70 students.

EVALUATION PLAN:

Over the past several years, the annual meeting has been averaging about 100 paid registrations and about 60 students. For all the students, we have typically waived the registration fee. We were particularly encouraged by the large participants of students, which really demonstrates that the JSA support pays off and we were successful in attracting students. The lunch meetings held during the Users Group annual meeting for students also went extremely well. The participation of students is an important criterion of the success of the proposed activity.

SUPPORTING INFORMATION:

The most visible activity of the Jefferson Lab Users Group is the Users Group annual meeting. This meeting provides us our best opportunity to interact as a community, communicate with numerous users and give us our best annual chance to impress representatives of the funding agencies with our numbers and excitement. The User Group Board encourages attendance by having interesting science presentations, sessions on funding and user group interests not present at typical scientific meetings, a meeting place and time convenient for users, and low registration fees. The support requested here allows us to integrate students into the community, by lowering the financial burden on them and their supervisors, and to increase the attractiveness of the program by inviting distinguished speakers as well as holding graduate student lunchtime meetings.

We note that generally we do not pay for speakers’ expenses at the Users Group Meetings, which further helps keep both registration fees and our request to the JSA Initiatives Fund low. Most talks are given by members of the user community (at their own expense) on recent research at Jefferson Lab, and by representatives of the Lab and the funding agencies (no travel costs). However, we feel that the program is significantly more attractive (resulting in increased attendance) if we have a few presentations by distinguished physicists outside the

immediate Jefferson Lab community, to provide a broader view of the physics landscape in which our own efforts are embedded. At the same time, we want these influential outsiders to take away a favorable impression of the lab and its research program, which can be crucial for future support by the community at large.

As with previous Users Group Meetings, we plan to have about talks from well-known and highly regarded speakers from the broader Nuclear/Particle physics community or other speakers we believe will be of great interest to the user community. We are asking for travel funds (including local expenses) for 3 to 4 speakers. Based on previous experience, we assume an average travel cost of \$750 per distinguished speaker (\$1500 for international travel) for a total of \$3000. We are also asking for \$1000 as a travel contingency fund, or if a particularly important speaker requests an honorarium. The remaining requested funds (\$5000) will go towards supporting the attendance of the new generation of Jefferson Lab researchers, graduate students. By waiving the (already discounted) registration fee of \$50, we can lower the bar to attendance, especially for those students who are already at or near the lab. Furthermore, we feel that offering a series of three lunch time meetings with more senior physicists, we can further increase the attractiveness of the meeting for this group.

At the 2017 meeting, the program for the three lunches was as follows. On Monday, Allena Opper (nuclear physics program manager at the NSF) ran a Negotiation Workshop. On Tuesday, a Job Panel discussion was organized, with three participants: Katia Mastropas, Ph.D. in nuclear theory from William and Mary, Justin Stevens, assistant professor at William and Mary, and Dasuni Adikram, former JLab postdoc now at the Proton Therapy Institute. On Wednesday, Drew Wiesenberger, JLab Chief Technology Officer, talked about Patents in Science. The speakers shared their experience about research and career development with the students. The Negotiation Workshop was more interactive with practical team exercises, whereas the job panel followed more of a Q&A type format. Simple box lunches were served to allow students to attend during the lunch breaks of the overall meeting.

For the 2017 Users Meeting, 150 people registered, including 56 graduate students. With the 56 student waivers and 8 special waivers for senior participants, about \$7500 in registration fees were collected, constituting a matching fund. We are requesting support for 70 student registrants since we expect a significant increase in local graduate student presence in summer 2018 since all 4 halls are close to running physics.