

February 1, 2012

To: Users of TRIUMF's Life Sciences Programs
TRIUMF Life Science Projects Evaluation Committee

SUBJECT: TRIUMF LIFE SCIENCES PROJECTS EEC MEETING – APRIL 2012

The next meeting of the TRIUMF Life Science Projects Evaluation Committee will take place on:

THURSDAY & FRIDAY, APRIL 12 & 13, 2012

The DEADLINE for submission of New Proposals and Progress Reports is:

**Wednesday, March 7, 2012
(midnight – 23:59, Vancouver time)**

We will be using the online Experiment Database for submissions. **Therefore it is important to follow the steps below as soon as possible.**

1. Request a Secure Access ID at
<https://mis.triumf.ca/identity/request/nonemployee.jsf>.
2. Login to the Experiment Database at
<https://mis.triumf.ca/science/experiment/list.jsf>.
3. If you are a spokesperson on a project you can click on "Spokesperson's Portal" and there will be the list of projects that you are a spokesperson for. Please note that only spokespersons will be able to submit and edit progress reports and new proposals.
4. If you have a new proposal you will need to contact Niki Martin in the Nuclear Medicine Division office (numed-division@triumf.ca) for a proposal number (she will need your experiment title and the spokespersons name and email addresses).

All progress reports and new proposals should be submitted online using the Experiment Database at the link below.

<https://mis.triumf.ca/science/experiment/spokesperson/list.jsf>

For detailed instructions on submitting using the Experiment Database please visit
<http://www.triumf.ca/experimental-program/l-spec-process>.

Information on previous meetings can be found at

<http://www.triumf.ca/experimental-program/eec-l-spec-meetings>.

For new proposals, it is important that all demands on TRIUMF's resources be clearly identified. Please indicate the level of peer-reviewed funding which has been received or for which application has been made. Where appropriate, information from reviews of the project by external committees or agencies would be helpful.

For progress reports and all final reports for projects which have been completed during the past year, copies of preprints or reprints of papers associated with the project should be provided, by uploading PDF documents in the "Detailed Information" section.

The new proposals and progress reports will be forwarded to the designated reviewers for their comments. Spokespersons may receive relevant comments from the reviewers via e-mail before the meeting. Therefore, it is important to include the spokespersons e-mail address if you are enrolling new members in the "Members" section.

Each spokesperson should be prepared to make a brief oral presentation to the committee and submit an electronic copy of their presentations to numed-division@triumf.ca one-day before the meeting starts. All material associated with LSPEC submissions are now reserved on a confidential portion of the TRIUMF website. Spokespersons should be aware that while their material is protected online, presentations are open to the general public.

The formal process to approve proposals in the Nuclear Medicine Division has been revised and is now done by an internal committee throughout the year. The LSPEC process is thus designed to establish our research and resource priorities while concomitantly obtaining international peer review of the overall scientific program.

Any questions should be directed to Dave Hutcheon via e-mail: hutcheon@triumf.ca or Niki Martin via e-mail: numed-division@triumf.ca or by telephone 604-222-7438.

The current members of the TRIUMF Life Science Projects Evaluation Committee are listed online at <http://www.triumf.ca/research/experimental-program/about-eec-committees/life-science-projects-lspec>.