

Wednesday, November 6, 2024

## Call for Proposals to the 2025 Winter Particle Physics Experiment Evaluation Committee (PP-EEC) Meeting (January 13<sup>th</sup>)

Dear TRIUMF Experimenters, Users, and Staff,

We hereby notify you that a meeting of the PP-EEC on January 13<sup>th</sup>, 2025 will be held (virtually), and we are calling for Particle Physics Experiment proposals. Submissions that will be accepted are:

1. **Progress Reports** for H-priority proposals that will expire at the January 2025 meeting (proponents will be contacted directly).
2. New regular **Letters of Intent** (where beam or facility development is required; no shifts are requested).
3. Existing **Letters of Intent** that have *had beam developed* and wish to upgrade to a Full Proposal.
4. **New Proposals.**

The meeting will be held remotely via Zoom. A remote link and further instructions will be provided ahead of the meeting.

### Note on Progress Reports

Lauren Gorman (Physical Sciences Division Office) will contact the spokespersons of expiring proposals indicating that they will have to submit a Progress Report. A Progress Report template will be provided which stipulates specific information to be provided. This will ensure that the committee will be able to evaluate these reports on an equal footing considering a variety of criteria, considering the original approval at high priority of those experiments.

If you believe your experiment has expired and you do not receive a notification to submit by **Monday, November 18<sup>th</sup>**, please contact Lauren at [sciencediv@triumf.ca](mailto:sciencediv@triumf.ca).

## **Deadline for Submission**

Spokespersons of new proposals or letters of intent must contact Lauren Gorman ([sciencediv@triumf.ca](mailto:sciencediv@triumf.ca)) to request an experiment number and fill out **all** the experiment form fields (experimental facility, isotopes, intensities, target & ion source required (if known), etc.).

**Experiment numbers must be requested by 16:00 PST Monday, December 2<sup>nd</sup>.**

Spokespersons must also contact the Facility Coordinator prior to submission. Submission of all the required information, including the full proposal/report text (Proposals, Progress Reports, Letters of Intent), must be done by the deadline for submission of **Wednesday, December 9<sup>th</sup> at 23:59 PST.**

Submissions should be made through the Science Applications Portal:

<https://mis.triumf.ca/science/index.jsf>.

Should users have any questions or concerns regarding the process for this upcoming PP-EEC meeting, please contact Oliver Stelzer-Chilton directly at [stelzer-chilton@triumf.ca](mailto:stelzer-chilton@triumf.ca).

Yours sincerely,

A handwritten signature in black ink, appearing to be "O. Stelzer-Chilton".

**Oliver Stelzer-Chilton**

Particle Physics Department Head

Physical Sciences Division Deputy Director