

**Deadlines for Applications are:**

**16 April and 16 October**

**!! April 2004 - New Submission Process !!**

**With this Call for Proposals we are introducing a web-upload based submission system. We will no longer accept proposals by e-mail or by post. For further information contact Spencer Howells on [S.Howells@rl.ac.uk](mailto:S.Howells@rl.ac.uk) or by phone on 01235 445680.**

## **1 Experiment Proposal**

The proposal must give a scientific justification for the proposed research, including the broader scientific context. It also must provide details of the proposed experiment and a justification of the beam time requested. Resubmissions must address the comments from the ISIS FAPs. Continuation proposals should be accompanied by an experimental report.

The science case must be typewritten in English and be a maximum of 2 pages. It is a good idea to contact the instrument scientist or your local contact before you write the proposal to discuss technical matters, such as the number of beam days needed and the type of sample environment equipment that might be required.

**Instructions for the new web-based submission system are in a help file on the web.**

## **2 Eligibility for Access to ISIS**

- All UK academics, including those from Research Council institutes, including CCLRC staff, those with Research Council senior or advanced research fellowships (or their equivalent) and Royal Society and Royal Academy of Engineering fellowships, will be eligible for access to ISIS.
- Researchers from countries with contractual agreements with the ISIS Facility are eligible for access to ISIS.
- Researchers working in EU Member States or Associated States *other than the UK* are eligible via EU FP6 transnational access arrangements.
- Overseas applications (non-EU or without prior contractual access arrangements) are eligible as part of the world class science programmes on the CCLRC facilities.

## **3 Access Routes:**

- **Direct Access** – all Direct Access proposals are peer reviewed by the Facility Access Panels (FAPs) and will be scheduled subject to ranking and instrument availability. Proposals demonstrating funding support from UK or other Research Councils will be flagged to the FAPs and grant abstracts made available.
- **Programme Access** – in recognition of the needs of those users with funded major research programmes, CCLRC facilities operate programme mode access where appropriate and where recommended by the FAPs. Proposers who wish to apply under this access route are

required to submit a detailed scientific case of up to 6 pages. The case must include a summary of the programme of work and an estimate of their beam time requirements over the duration of the programme (up to a maximum of 3 years). Evidence of support from UK Research Councils or alternative funding sources must be clear and demonstrate that the resources are sufficient to carry out the proposed programme.

For the moment this scientific case should be submitted as a word document to the ISIS User Office :

[ISISUO@rl.ac.uk](mailto:ISISUO@rl.ac.uk)

The detailed scientific case has to be accompanied by a proposal submitted on the web with details of the experiments to be carried out in the current allocation round.

The relevant FAP will peer review applications for Programme Access and will assess the appropriateness of this type of access for the proposed scientific programme. The FAPs cannot guarantee beamtime to programme proposals, since this of course depends on various future unknowns. Instead they will assign a likely minimum allocation per scheduling period and a maximum possible allocation. The actual assignment for any particular scheduling period is then dependent on the progress of the project and the other demands on beamtime.

In subsequent proposal rounds successful programme access applicants will still be required to submit a proposal with a summary of their progress so far and an outline of the experimental programme to be carried out in the new allocation round (Continuation of Approved Programme). This will enable the FAP to recommend a balanced scientific programme for each instrument.

Groups with an approved programme are of course free to submit individual proposals which clearly fall outside of the programme. However they should not submit 'top-up' proposals for experiments that do fall inside the programme.

If the FAP does not consider the application appropriate for Programme Access mode, it will treat the proposal as a Direct Access proposal for this Round.

- **Rapid Access** – for urgent applications (e.g. finite sample lifetime, high priority science) a rapid access mechanism will be made available which will be operated outside the Proposal Round process. There are no deadlines for applying under this access mode. Applications will be received by the facility and peer reviewed via e-mail by appropriate members of the FAP. If the proposal is deemed appropriate for rapid access, it will be scheduled as soon as feasible by the facility. At ISIS not more than 5% of the overall beamtime will be made available for Rapid Access.
- **Service Access** – Currently ISIS does not operate a Service Access mode.

ISIS User Office  
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