



Department of Energy
Office of Science
Washington, DC 20585

Office of the Director

July 23, 2012

Dr. Donald Geesaman
Chair
DOE/NSF Nuclear Science Advisory Committee
Argonne National Laboratory
9700 South Cass Avenue
Argonne, IL 60439

Dear Dr. Geesaman:

This letter requests that the Nuclear Science Advisory Committee (NSAC) assemble a Committee of Visitors (COV) to review the management processes of the Department of Energy (DOE) Office of Science's Office of Nuclear Physics program. The panel should provide an assessment of the processes used to solicit, review, recommend, and document proposal actions and monitor active projects and programs for both the DOE laboratory and university programs.

The panel should assess the operations of the Office's programs during the fiscal years 2010, 2011, and 2012. The panel may examine any files from this period for all actions administered by the program for the period under review, including funding at national laboratories, universities, and other activities handled by the program. The panel should consider and provide evaluation of the following major elements:

- (a) the efficacy and quality of the processes used to solicit, review, recommend, monitor, and document application, proposal, and award actions; and
- (b) the quality of the resulting portfolio, including its breadth and depth, and its national and international standing.

In addition to these findings, comments on observed strengths or deficiencies in any component or sub-component of the Office's portfolio and suggestions for improvement would be very valuable. The panel should also comment upon what progress has been made towards addressing action items from the previous COV review. You should work with the Associate Director of Science for Nuclear Physics to establish the processes and procedures so as to enable the first COV meeting to take place before the end of January 2013. The results of this assessment should be documented in a report with findings, comments, and recommendations clearly articulated; the report should be submitted to NSAC by March 15, 2013.



We appreciate the Committee's willingness to take on these important activities, and we look forward to your final report concerning these important tasks.

Sincerely,

A handwritten signature in black ink, appearing to read 'W. F. Brinkman', with a stylized flourish at the end.

W. F. Brinkman
Director, Office of Science

cc:

Edward Seidel, NSF
Bradley Keister, NSF