

NOTE: When copying budget from Excel file, first save it as a csv file. Then copy the csv file and paste it into the CA/F Request. (Delete this and all other notes in red when ready to send on document for approval.)

CONFERENCE APPROVAL/FUNDING REQUEST FORM

DATE OF REQUEST: January 8, 2013

REQUESTED BY: Andreas Kronfeld

SPONSORING ORGANIZATION: Fermi National Accelerator Laboratory

COSPONSORING ORGANIZATION: Fermi Research Alliance, LLC

CONFERENCE TITLE: Winter Workshop on Electric Dipole Moments

CONFERENCE DATE: February 13 – 15, 2013

PREFERRED LOCK OUT DATE: January 15, 2013 (allowance for purchase of airline tickets at reduced rates)

PURPOSE AND OBJECTIVE(S): The objective of this conference is to provide a pedagogical overview of the theory of electric dipole moments (EDMs) of leptons, nucleons, nuclei, and atoms. The Project X accelerator will enable measurements of muon, proton, neutron, and several atomic EDMs. Some aspects of the theory, especially the more complicated systems, are not especially well-known in the HEP community, bringing in aspects of hadronic, nuclear and atomic physics. At the same time, the motivation for these measurements lies in fundamental physics, as a nonzero EDM is a clear sign of *CP* violation. We shall also explore connections to flavor physics, Higgs physics, and other complementary aspects of collider physics.

CONFERENCE LOCATION: Fermi National Accelerator Laboratory, Batavia, IL

COST SAVINGS MEASURES: Workshop is being held in a DOE facility where there is no charge for meeting space or audio visual equipment rental. Coffee breaks are reasonably priced. No other equipment is needed.

ESTIMATED TOTAL NUMBER OF CONFERENCE ATTENDEES:

	Traveling	Non-traveling
DOE HQ Employees:	3	
DOE Field Employees:	0	
Contractor Employees (HQ):		

Contractor Employees (Field):

FNAL	0	42
ANL	0	8
BNL	6	0
LANL	5	0
LBNL	4	0
ORNL	2	0
SLAC	3	0
Universities:	25	0
Foreign Institutions:	5	
TOTAL:	53	50

(This total number must match the estimated number of participants being used to prepare budget.)

ESTIMATED COST BREAKDOWN:

TRAVEL AND PER DIEM COSTS (Includes registration fee, air fare, limo, rental car, hotel, and per diem)

(Estimate these costs for all DOE/DOE Contractor employees traveling to attend meeting.)

DOE Employees (HQ):	\$ 3,348
DOE Employees (Field):	\$ 0
Contractor Employees (HQ):	\$ 0
Contractor Employees (Field):	\$ 22,704

TOTAL DOE TRAVEL COSTS: \$ 26,052

OTHER EXPENSES

Logistics:

Coffee Breaks (100x3x\$4.50)*	\$ 1,350
Setup (Clorica)	\$ 67

Supplies and Support:

Registration Materials (100x\$3)	\$ 300
Duplicating	\$ 36
Overtime	\$ 180
Speakers Support	\$13,000

Sub-Total Contract Allowable Expenses: \$14,942

Contingency (13%) \$ 1,942

Overhead (23%) \$ 3,883

TOTAL CONTRACT ALLOWABLE EXPENSES: **\$20,768**

Contract Unallowable Expenses

Wine and Cheese 60x\$5.50 \$ 330

TOTAL CONTRACT UNALLOWABLE EXPENSES \$ 330

ESTIMATED DOE FUNDING:

Fermi National Accelerator Laboratory – Project X funds **\$13,768**

No registration fee is being charged.

ESTIMATED COSPONSOR FUNDING:

Fermi Research Alliance, LLC \$ 330

URA Visiting Scholars Program \$ 7,000

TOTAL ESTIMATED DOE TRAVEL: (attendance from National Labs) **\$ 26,052**

CERTIFICATION: This workshop will not exceed \$100,000 in aggregated DOE costs.

*The provision of refreshments during necessary session breaks will allow participants to continue discussions on topics presented and to collaborate individually. Not providing refreshments leaves little time for attendees to collaborate if they have to go to the cafeteria to get refreshments.

**These funds can be used to cover airline tickets only if tickets are purchased through the Fermilab Travel Office. Tickets purchased elsewhere will not be reimbursed.

***If FRA or other corporate sponsors are unable to provide support for these events, the Organizers will be forced to sell tickets to cover the entire costs of the events or cancel the events entirely.

IMPACT STATEMENT: The workshop is timely because it will engage the HEP community in the physics of EDMs during the Snowmass planning process.

Funding Requested from:

Fermi National Accelerator Laboratory	\$ 13,768
Fermi Research Alliance, LLC	\$ 330
URA Visiting Scholars Program (already received)	\$ 7,000

Approved: _____
Michael A. Lindgren, Head, Particle Physics Division Date

Approved: _____
Robert Tschirhart, Project X Staff Scientist Date

Fermilab Funding Approved: \$13,768 Source of Funding: 120A.05.03

Approved: _____
Jack W. Anderson, Chief Operating Officer Date

Fermilab Funding Approved: \$330 Source of Funding: FRA