

DELIVERABLE D20.1

Report on the TAC Tasks and the TAS Programme

WP20 Integrated Operation and Exploitation of Solar Physics Facilities and Coordination with other Research Infrastructures

1ST Reporting Period

November 2014

PROJECT GENERAL INFORMATION

Grant Agreement number: 312495

Project acronym: SOLARNET

Project title: High-Resolution Solar Physics Network

Funded under: FP7-INFRASTRUCTURES: INFRA-2012-1.1.26 - Research Infrastructures for High-Resolution Solar Physics

Funding scheme: Combination of Collaborative Project and Coordination and Support Action for Integrating Activities

From: 2013-04-01 to 2017-03-31

Date of latest version of Annex I against which the assessment will be made: **13/02/2013**

Periodic report: 1st 2nd 3rd 4th

Period covered: from **01/04/2013** to **30/09/2014**

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Deliverable D20.1

D20.1: Report on the TAC tasks and the TAS Programme

TAC tasks:

The EAST TAC serves as the SOLARNET TAC to allocate ACCESS time. The EAST TAC was installed already during the previous EU FP7 project OPTICON. Within OPTICON the EAST TAC acted as a common TAC for all European solar telescopes. At that time, the EAST TAC allocated OPTICON ACCESS time for the Swedish SST, the French THEMIS, the Dutch DOT, and the German VTT.

The EAST TAC was and is in charge to announce and allocate the transnational ACCESS time of SOLARNET. The EAST TAC issued calls for proposals for the 2013 and 2014 observing season in December of the previous year. These calls were published in SOLAR NEWS of December to assure that all European solar physicists become aware of the SOLARNET ACCESS program. Additionally, the calls were sent by email directly to all 'known' solar physicists in Europe.

During the first year of SOLARNET, the project office has set up a web site that has proven its feasibility for promoting the access in the TAS programme. It is noteworthy to mention the development of an online application form for the travel and subsistence grants. This is a user-friendly tool that has proven its feasibility. To continue promoting the SOLARNET Transnational Access Programme, the project office has prepared a Poster (cf. 'TAS_POSTER1.pdf' in attachment) to be sent to a wide list of institutions.

The EAST TAC nominated 2 independent referees, both in 2013 and 2014, to assess the scientific merit of the submitted proposals. The detailed procedure of the allocation process is described in the attachment, 'EAST_TAC_ToR.pdf', which was approved by the General Assembly of EAST in 2010. To handle the SOLARNET ACCESS time, PI mode and SERVICE mode observations were allocated separately. In the PI mode, a Principal Investigator (PI) leads and performs the observations. In SERVICE mode, a service team performs the observations.

SERVICE mode with IBIS and ROSA at DST:

The SERVICE mode observation is a novel observing-mode that has first been performed within the SOLARNET ACCESS program. In SERVICE mode, the proposals have to contain the scientific objectives as well as a detailed description of how the observation needs to be performed. A service team carries out the actual observations. In general, the proposal team is not physically present, but available via email or phone. In the allocation process, the EAST TAC produces a ranked list of all proposals, in which the scientific merit, the target of observation, and the required seeing quality are specified. The details of the allocation procedure of the SERVICE mode were discussed

SOLARNET
Transnational Access and Service Programme 2013-2017

EXTERNAL USERS ARE WELCOME TO APPLY FOR OBSERVING TIME AND DATABASE ACCESS

How to apply for Access

Eligible user groups interested in applying for telescope time are invited to do so in response to the specific Announcements of Opportunity that will be published at the SOLARNET web site.

In general terms, these announcements for observing time will be published once a year, and potential users have to submit their application following the guidelines available at the SOLARNET website.

On the other hand, access to database repositories supported by SOLARNET is internet-based and completely open. Researchers are welcome.

Criteria of eligibility

To be eligible to benefit from this access a user group must satisfy the following three conditions:

- The user group leader and the majority of the users must work in an institution established in an EU Member State or in an EFPF Associated State
- The user group leader and the majority of the users must work in a country other than the country(ies) where the legal entity(ies) operating the infrastructure(s) are established
- User groups requesting access will submit an application following the conditions and deadline of the Announcements of Opportunity yearly published by SOLARNET.

The selection will be based on scientific merits and technical feasibility. Special targeted groups (new users, users from countries with no similar facilities, etc.) will be prioritised under equally accepted proposals.

Due to the limited amount of funds, those users meeting these criteria of eligibility are not automatically granted with telescope time under the Programme. Successful candidates will be contacted with advance.

23 Member States: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom

EU FP7 Associated States: Norway, Switzerland, Israel, Iceland, Turkey, Croatia, Macedonia, the Former Yugoslav Republic of Macedonia and Serbia, Montenegro, Albania, Bosnia and Herzegovina, and Kosovo

EU countries excluded by the condition are: Denmark and Spain at GREGOR and at VTT; France and Spain at THEMIS; Sweden and Spain at SST; Italy at IBIS-GST; and UK at ROSA-GST

Travel & Subsistence Grants

Observing teams awarded with telescope time under the SOLARNET TAS Programme receive free access to the telescope as well as scientific and technical support for setup and the observations. EC funds are also available to cover travel, accommodation and subsistence expenses during the observing time. A maximum of two members from the research team can be supported. We encourage group leaders to involve new candidates for young researchers as beneficiaries for at least one of the travel and subsistence grants available. In any case, it is the responsibility of the group leader to decide which member of the team will be supported.

In all cases the proposed beneficiary for these grants was not included into the original proposal (i.e. new PhD students, etc.) group leader will be requested to justify it. Please, make sure that the inclusion of new members does not turn your team into a non-eligible one, according to EC rules.

Once the group leader has received official confirmation of the amount of telescope time awarded, he/she must inform about those team members who will benefit from travel and subsistence support.

Any observer from an eligible and successful team can be supported with these travel and subsistence grants regardless of whether in his/her particular case meets the conditions of eligibility.

More information

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During the first calendar year of the SOLARNET TAS Programme:

- 116 observing days at THEMIS, SST, VTT, IBIS-GST and ROSA-GST
- 28% of the total expected amount of access to be provided under this four-year contract
- 79 astronomers (team members) from 15 countries; 18 groups (projects) were involved
- 10 users received travel and subsistence grants to be on-site during the observations
- 50% of these users visiting the facility under the Programme were new users.

First results, 2013

Number of users / country of home institution

Country	Users
Spain	12
France	11
Germany	10
Italy	9
UK	8
Poland	7
Belgium	6
Sweden	5
Other	4

Number of projects (teams) / # home institutions

Country	Projects
Spain	12
France	11
Germany	10
Italy	9
UK	8
Poland	7
Belgium	6
Sweden	5
Other	4

Astronomers supported with travel & subsistence grants

Country	Users
Spain	12
France	11
Germany	10
Italy	9
UK	8
Poland	7
Belgium	6
Sweden	5
Other	4

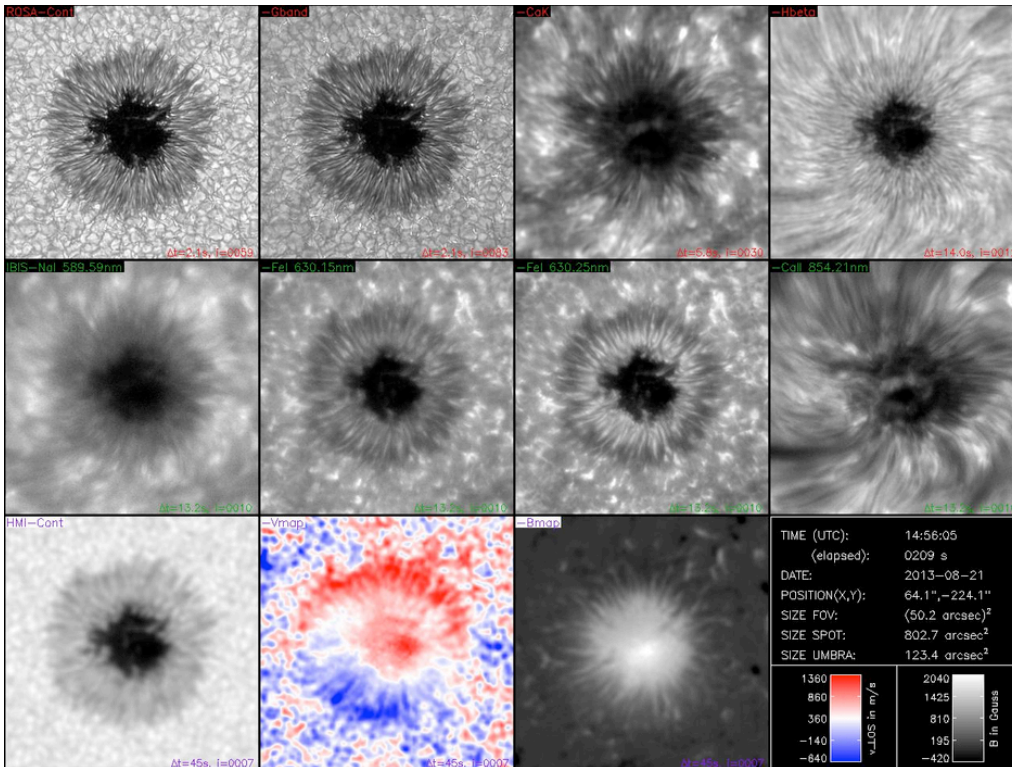
Observing time / Telescope & Instrument

Telescope & Instrument	Observing Time
THEMIS	17
SST	13
VTT	20
IBIS-GST	12
ROSA-GST	10

Project / Telescope & Instrument

Project	Telescope & Instrument
1	THEMIS
2	SST
3	VTT
4	IBIS-GST
5	ROSA-GST

in length at the first meeting of the Forum for ACCESS and Services (FAS, cf. attachment: `1st_FAS_minutes.pdf`)). The service team is composed of experienced observers who are well acquainted with the telescope, the instrument, and the science. They decide, based on the ranking and taking into account all necessary criteria, which proposal is to be executed.



The response on the call for proposals was very numerous and the scientific merit of a majority of proposals was rated 'high', relative to 'medium' and 'low'. The SERVICE mode campaigns were a **success**. Many observer groups received excellent data sets, which they can use for their science. An example of a set of images is shown above: This dataset (courtesy: J. Löhner-Böttcher) consists of a 60-minute time series of different solar absorption lines forming in different layers of the solar atmosphere. With this data set highly energetic shock waves in and around sunspots are to be studied. This example shows that the data that is delivered is excellent, and that the scientists who receive the data are capable calibrate and reduce the data.

Due to time limitations many good proposals could not be executed or completed. Therefore we expect an on-going large demand for observing time in service mode.

PI mode with SST, THEMIS, and SST:

Since the EAST TAC already allocated PI-mode ACCESS time in OPTICON, the first two years of allocating SOLARNET ACCESS time in PI mode went along quite smoothly. The allocation process in 2013 and 2014 lasted from the deadline of the proposal submission in mid January until approximately end of February. The granted amount of observing days was communicated with the corresponding telescope schedulers, who scheduled the campaigns at their telescopes.

TAS Programme:

The overall performance of the ACCESS program is considered to be very good. There exists a satisfying demand of the community to take advantage of the program. This is the case for both, the PI mode as well as the SERVICE mode at DST with IBIS and ROSA. The novel service mode is a success and delivers excellent data. The traditional PI mode also receives a fairly large amount of proposals. This is remarkable, since the solar ACCESS program in OPTICON was much smaller. Now in SOLARNET we offer substantially more days, and still receive enough highly ranked proposals to allocate the observing days in a competitive way.

A very positive result of the SOLARNET ACCESS program is the fact that a large number of new users take advantage of performing their first observation at a given telescope. The travel and subsistence grants are in many cases essential for enabling the observers to access the telescopes.

Amount of ACCESS provided: While the total amount of ACCESS provided in the first 18 months of the project is as planned (55% of the total so far), some telescopes have provided more some less. The SST has already provided 94%, while GREGOR has not offered any days yet. GREGOR is having some delay in getting ready for outside observers to be able to use the telescope. It is planned that GREGOR will offer external observing time in the second half of 2015. It is expected that there is a large demand, such that we are positive that at least a major fraction of the planned ACCESS time will be used. The fact that SST has already provided a major fraction of its contracted ACCESS time reflects the large demand that exists in Solar Physics community to have access to a telescope that delivers high spatial resolution data. THEMIS also has provided more than half of its ACCESS time, but in this case this is according to plan, since THEMIS will not be available for the ACCESS in the second half of SOLARNET, since following work package 70 of SOLARNET, it will be needed to develop a prototype AO system.

All relevant numbers of the ACCESS program are given in the reports of the TAS programme 2013 and 2014 (cf. *`TAS_REPORT_2013.pdf`* & *`TAS_REPORT_2014.pdf`*). Some more discussions that were relevant for steering the TAS programme are summarized in the minutes of the two FAS meetings, which are available as an attachment (cf. *`1st_FAS_minutes.pdf`* & *`2nd_FAS_minutes.pdf`*).

In Summary, the ACCESS program is very successful. The first Service mode observations have been conducted, and delivered very good data, which will certainly lead to first scientific results soon. Many lessons have been learned from the first Service mode campaigns. These experiences will be discussed at the next FAS meetings to improve this novel queue observing mode. The PI mode ACCESS program faces a lot of demand, which reflects the strong solar community within Europe. In 2015, as GREGOR is planned to be offered to the community, the ACCESS programme will gain in its attraction even more.

Attachments:

`TAS_REPORT_2013.pdf`

`TAS_REPORT_2014.pdf`

`1st_FAS_minutes.pdf`

`2nd_FAS_minutes.pdf`

`EAST_TAC_ToR.pdf`

`TAS_POSTER1.pdf`



This project is supported by the European Commission's FP7 Capacities Programme for the period April 2013 – March 2017 under the Grant Agreement number 312495.

SOLARNET

TAS Programme

2013

April 2014

Prepared by
A. Escobar
SOLARNET Project Manager



This project is supported by the European Commission's FP7 Capacities Programme for the period April 2013 – March 2017 under the Grant Agreement number 312495.

This report includes information about the amount of access provided in 2013 by THEMIS, SST and VTT (no access provided by GREGOR during this year); and by IBIS/DST and ROSA/DST instruments. No information included about the service provided by databases supported under SOLARNET.

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 - 2.3. **User Fees.**
 - 2.4. **Travel and subsistence grants.**
3. **COMMENTS AND GENERAL REMARKS**



This project is supported by the European Commission's FP7 Capacities Programme for the period April 2013 – March 2017 under the Grant Agreement number 312495.

1. GENERAL OVERVIEW:

1.1. Access 2013:

Total amount of access offered during 2013:	116 days
<ul style="list-style-type: none"> ➤ 82 days at THEMIS, SST and VTT, and a total of 34 days have been also allocated by IBIS and ROSA (17 days each), under servicing mode. No access was provided in 2013 by GREGOR. 	

Observing time 2013 / expected amount of access 2013-2017 (%):	25,7%
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Nr. of telescopes and instruments offering observing time during 2013	3 telescopes, 2 instruments
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1.2. Projects, users and observers supported:

1.2.1. Projects:

Total number of projects/teams supported during 2013:	18 projects/teams
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Nr. of projects 2013 / indicative nr. of projects 2013 – 2017 (%):	27,7%
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1.2.2. Users:

Nr. of users (team members) awarded with observing time during 2013:	79 users
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Nr. of users 2013 / indicative nr. of users 2013 – 2017 (%):	29,0%
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1.2.3. Astronomers supported with travel and subsistence grants:

Nr. of observers awarded with travel and subsistence grants during 2013:	15 observers
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New observers (awarded with travel and subsistence grants during 2013):	60%
Yes: 9	No: 6

1.3. User Fees 2013:

User Fees 2013: 260.740 EUR	User Fees 2013 / expected User Fees 2013-17: 26,2%
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NB: The expected amount of funding for User Fees during this 4-years contract, for SST, THEMIS, VTT and GREGOR is: 995,086 EUR

Telescope	Unit Cost (€/unit of access) A	ACCESS 2013		ACCESS 2013 - 2017	Ratio 2013 / 2013-17
		Amount Access awarded during 2013 B	User Fees (€) 2013 A x B	Total amount of access to be provided during the contract C	Fraction of 2013 User Fees and time awarded B / C x100
VTT	2.900	12	34.800	55	21,8%
THEMIS	3.214	30	96.420	85	35,3%
SST	3.238	40	129.520	85	47,1%
GREGOR	4.351	0	0	66	0%
IBIS/DST	0	17	0	80	21,3%
ROSA/DST	0	17	0	80	21,3%
TOTAL	0	116	260.740	451	25,7%

1.4. Travel and Subsistence Grants 2013:

2013 Travel and subsistence grants:	23.939,60 €
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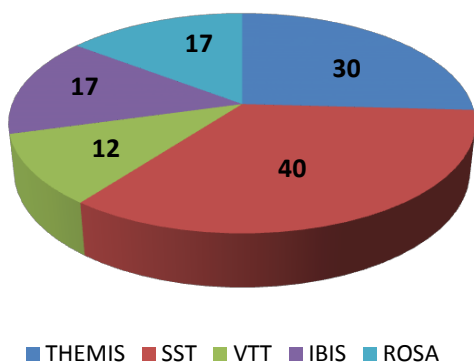
2013 T&S grants / expected amount for T&S grants 2013-2017:	21,3%
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NB: The expected amount of funding for T&S grants during this 4-years contract is: 112.374 EUR

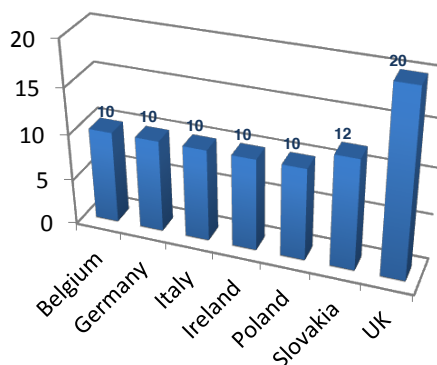
2. DIAGRAMS AND CHARTS 2013

2.1. AMOUNT OF ACCESS 2013

Observing days/Telescope & Instrument



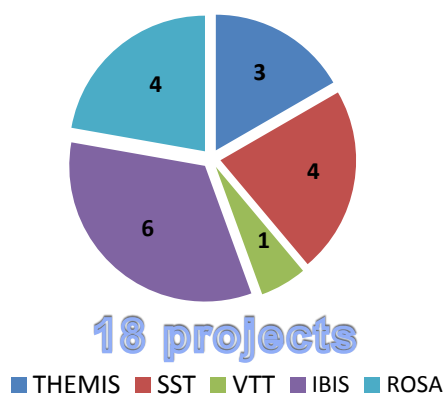
Amount of access / P.I. home institution (VTT, THEMIS, SST)



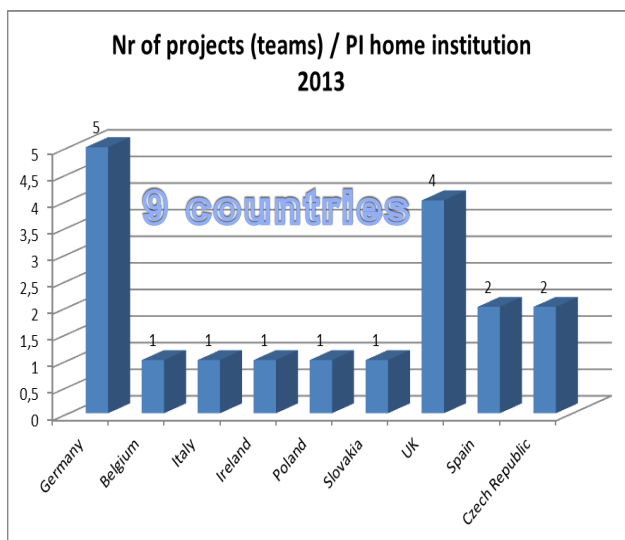
116 observing days

2.2. PROJECTS, USERS AND OBSERVERS SUPPORTED

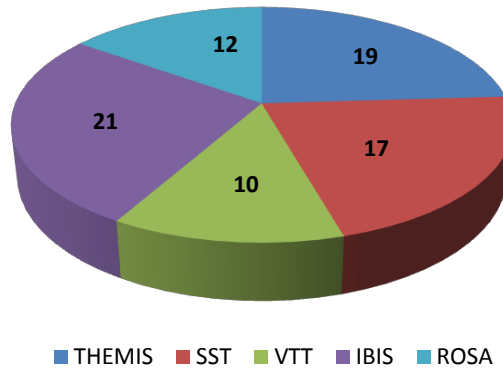
Nr of projects / Telescope & Instrument



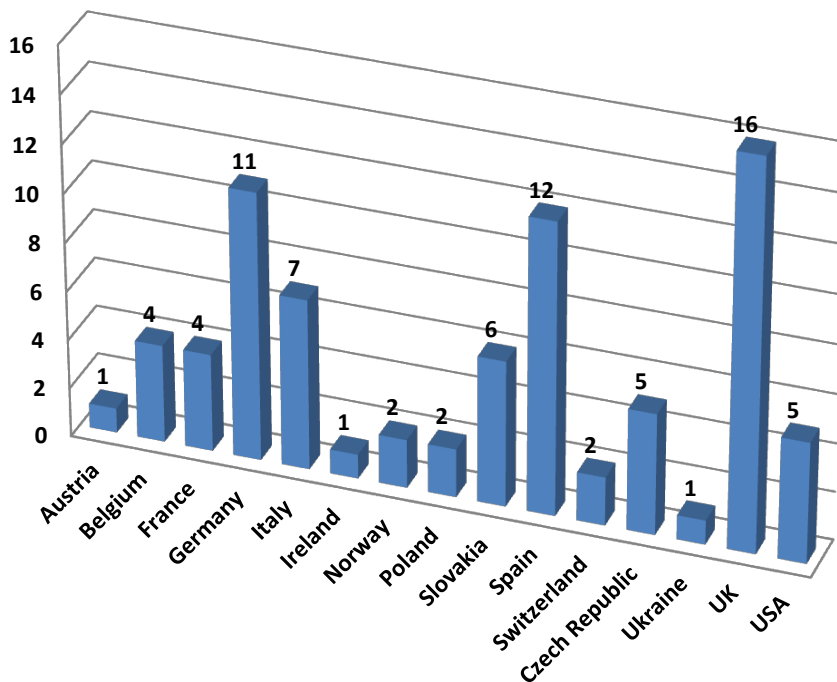
Nr of projects (teams) / PI home institution 2013



Nr of users / Telescope & Instrument



Nr of users / country of home institution

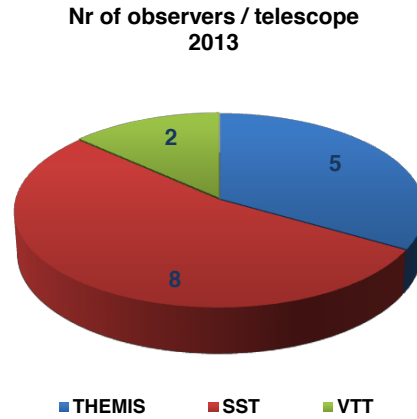
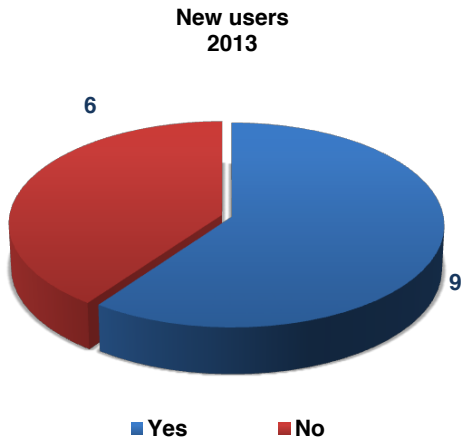


79 astronomers, 15 countries

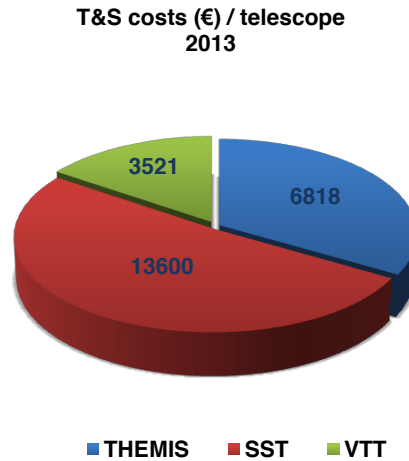


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2.3. ASTRONOMERS SUPPORTED WITH TRAVEL AND SUBSISTENCE GRANTS



15 observers supported with T&S grant



Aprox. 24.000 EUR

3. COMMENTS AND GENERAL REMARKS:

- **Amount of Access:** In 2013 SOLARNET TAS Programme has provided 25,7% of the expected amount of access for our four-year contract. This amount of access represents 26,2% of the SOLARNET TAS budget for User Fees (slightly lower since GREGOR -higher User Fees-, has not offered time yet).

- **Telescopes:** 3 telescopes (VTT, THEMIS, SST), and 2 instruments (IBIS/DST, ROSA/DST) were involved in providing this access.

SST telescope has provided 47,2% of its total amount of access assigned for the project (2013-2017). The other two telescopes have provided 21,8% (VTT) and 35,3% (THEMIS), and the instruments IBIS and ROSA provided 21,3% each.

It is necessary to mention that SST has offered almost 50% of the total expected amount of access to be provided during the whole project.

- **User Groups:** It was estimated that 65 user groups (projects) would be supported through the SOLARNET Trans-national Access Programme for all contract. During 2013, a total of 18 groups (projects) have accessed to the aforementioned telescopes and instruments.

- **New users:** 60% of astronomers supported with T&S grants were new users.

- **Countries:** It is remarkable that 16 astronomers out of 79 participating in the programme are from UK; this represent 20,3%. There are 14 astronomers from countries we can denominate as new comers (6 from Slovakia, 5 Czech Republic, 2 Poland, and 1 from Ukraine). It would be interesting to continue this trend. One of the most important goals of the TAS programme is to open the access possibility to other European countries with no similar facilities.

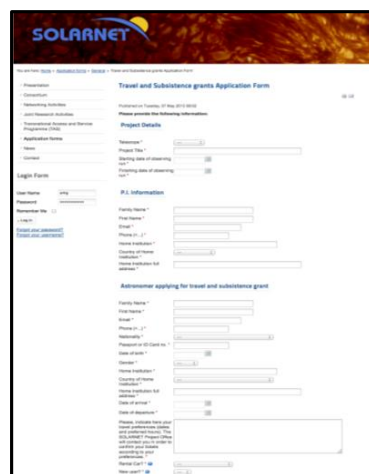
- **Travel and subsistence grants:** In providing 25,7% of the expected amount of access we have spent 21,3% of the amount for T&S.

No funds need to be reimbursed to the astronomers, and they do not need to pay in advance any cost. Travel costs (air tickets, trains, etc.) are directly paid (and booked) by the IAC following the preferences of the astronomers (electronic tickets are issued). Accommodation at sea level and at the Observatories is also booked and directly paid by the IAC, as well as subsistence costs at the Observatories. Due to some internal regulations they have to book at OT Residence, but we are trying to solve this inconvenience. So, once they complete the on-line application, they receive a full service (including transport from airport to hotels, to the observatory, rental-car, etc.); they do not need to pay for these costs. The SOLARNET Project Office approves the requested expenses, taking into account the best value as well as their preferences.

- **SOLARNET web:** The project office has set up a website that has proven its feasibility for promoting the access in the TAS programme.

It is noteworthy to mention the development of an online application form for the travel and subsistence grants. This is a user-friendly tool that has proven its feasibility.

To continue promoting the SOLARNET Trans-national Access Programme, the project office has prepared a Poster to be sent to a wide list of institutions, centres, etc.



The screenshot shows a web-based application form titled "Travel and Subsistence grants Application Form". The form is divided into several sections: "Project Details", "P.I. Information", and "Astronomer applying for travel and subsistence grant". Each section contains various input fields for text, dates, and checkboxes, along with a "Save" button. The SOLARNET logo is visible at the top left of the form interface.

SOLARNET

TAS Programme

2014

October 2014

Prepared by

A. Escobar
SOLARNET Project Manager

This report includes information about the amount of access provided in 2013 and 2014 by THEMIS, SST and VTT, and by IBIS/DST and ROSA/DST instruments. No information included about the service provided by databases supported under SOLARNET. No access provided by GREGOR during this year.

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 - 2.3. Travel and subsistence grants.**
- 3. COMMENTS AND GENERAL REMARKS**

1. GENERAL OVERVIEW.

1.1 Access.

Total amount of access offered during 2014:	134 days
➤ 98 days offered at THEMIS, SST and VTT, and a total of 36 days have been also allocated by IBIS and ROSA under servicing mode. No access was provided in 2014 by GREGOR.	
Observing time 2014 / expected amount of access 2013-2017 (%):	29,7 %
Total amount of access offered during 2013+2014:	250 days
Observing time 2013+2014 / expected amount of access 2013-2017 (%):	55,4 %
Nr. of telescopes and instruments offering observing time during 2014:	3 telescopes 2 instruments

1.2. Projects, users and observers supported.

1.2.1. Projects.

Total number of projects/teams supported during 2014:	19
Nr. of projects 2014 / indicative nr. of projects 2013-2017 (%):	29,2%
Total number of projects/teams supported during 2013+2014:	37
Nr. of projects 2013+2014 / indicative nr. of projects 2013-2017 (%):	56,9%

1.2.2. Users.

Nr. of users (team members) awarded with observing time during 2014:	100
Nr. of users 2014 / indicative nr. of users 2013-2017 (%):	36,8%
Nr. of users (team members) awarded with observing time during 2013+2014:	179 users
Nr. of users 2013+2014 / indicative nr. of users 2013-2017 (%):	65,8%

1.2.3. Astronomers supported with travel and subsistence grants (T&S).

Nr. of observers awarded with T&S grants during 2014:	15
New observers (awarded with T&S grants during 2014):	5
Nr. of observers awarded with T&S grants during 2013+2014:	30
New observers (awarded with T&S grants during 2013+2014):	14

1.3. User Fees 2014.

Telescope	Unit Cost (€/unit of access) A	ACCESS 2014		ACCESS 2013-2017 Total amount of access to be provided during the contract C	Ratio 2014 / 2013-17 Fraction of 2014 user fees and time awarded B / C x100
		Amount Access awarded during 2014 B	User Fees * (€) 2014 A x B		
VTT	2.900	14	40.600	55	25,5%
THEMIS	3.214	44	141.416	85	51,8%
SST	3.238	40	129.520	85	47,1%
GREGOR	4.351	0	0	66	0%
IBIS/DST	0	23	0	80	28,8%
ROSA/DST	0	13	0	80	16,3%
TOTAL	0	134	311.536	451	29,7%

User Fees 2014: **311.536 EUR** User Fees 2014 / expected User Fees 2013-17: **31,3%**

NB: The expected amount of funding for user fees during this 4-years contract, for SST, THEMIS, VTT and GREGOR is: 995.086 €.

1.3.1. User Fees 2013+2014.

Telescope	Unit Cost (€/unit of access) A	ACCESS 2013+2014		ACCESS 2013-2017 Total amount of access to be provided during the contract C	Ratio 2013+2014 / 2013-2017 Fraction of 2013+2014 user fees and time awarded B / C x100
		Amount Access awarded during 2013+2014 B	User Fees * (€) 2013+2014 A x B		
VTT	2.900	26	75.400	55	42,3 %
THEMIS	3.214	74	237.836	85	87,1 %
SST	3.238	80	259.040	85	94,1 %
GREGOR	4.351	0	0	66	0%
IBIS/DST	0	40	0	80	50%
ROSA/DST	0	30	0	80	33,8%
TOTAL	0	250	572.276	451	55,4 %

* User fees are calculated based on estimated unit cost.

User Fees 2013+2014: **572.276 EUR** User Fees 2013+2014 / expected User Fees 2013-2017: **57,5%**

1.4. Travel and Subsistence Grants

Travel and subsistence grants 2014:	Approx. 24.092,23 €
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T&S grants 2014 / expected amount for T&S grants 2013-2017:	27,4 %
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Travel and subsistence grants 2013:	22.012,94 €
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Travel and subsistence grants 2013+2014:	46.105,17 €
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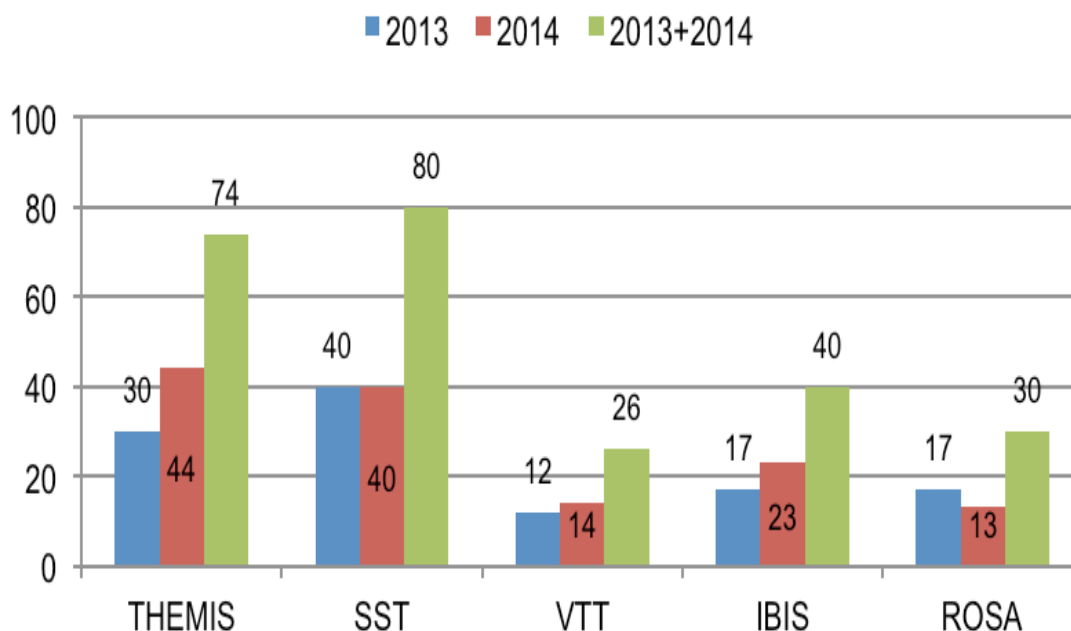
T&S grants 2013+2014 / expected amount for T&S grants 2013-2017:	41,0 %
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NB: Expected amount of funding for T&S grants during this 4-years contract are: 112.374 €.

2. DIAGRAMS AND CHARTS.

2.1. Amount of Access:

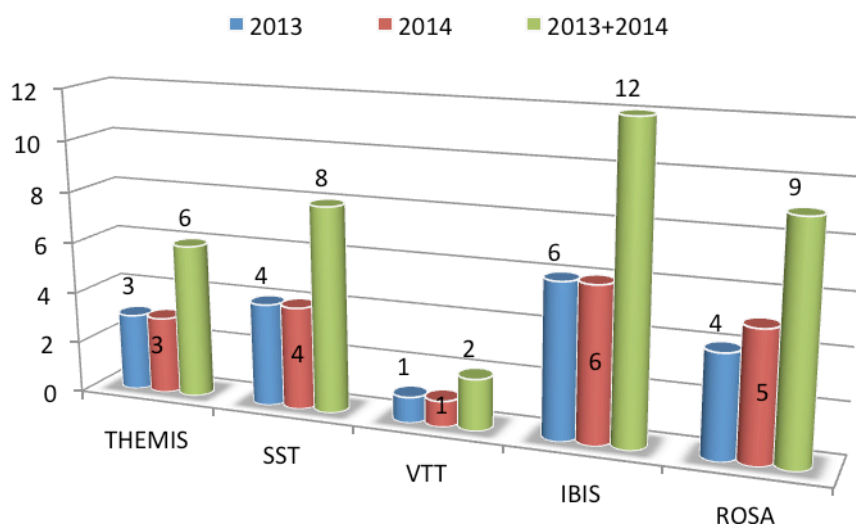
Observing days / Telescope & Instrument



250 observing days

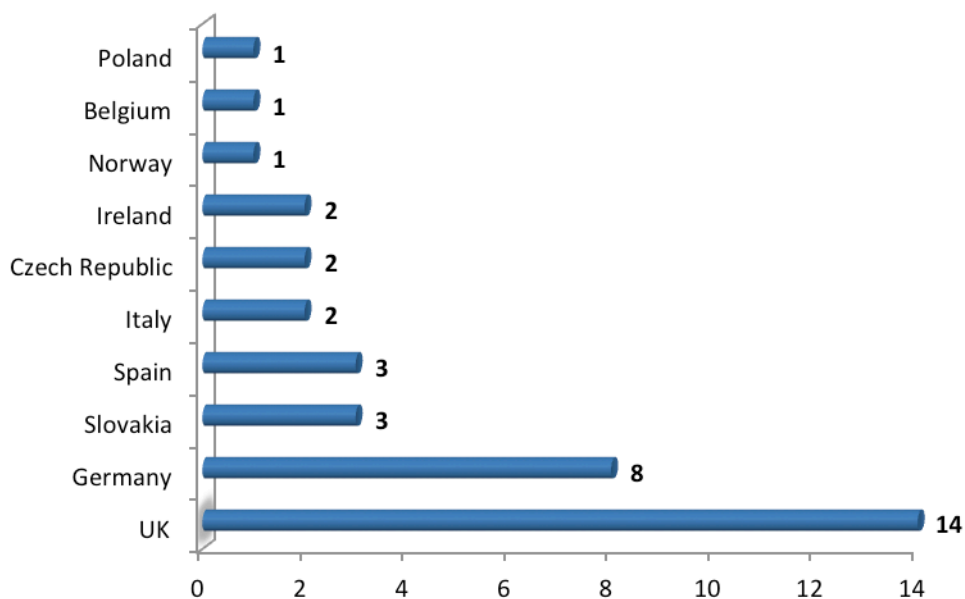
2.2. Projects, users and observers supported:

Projects / Telescope & Instrument



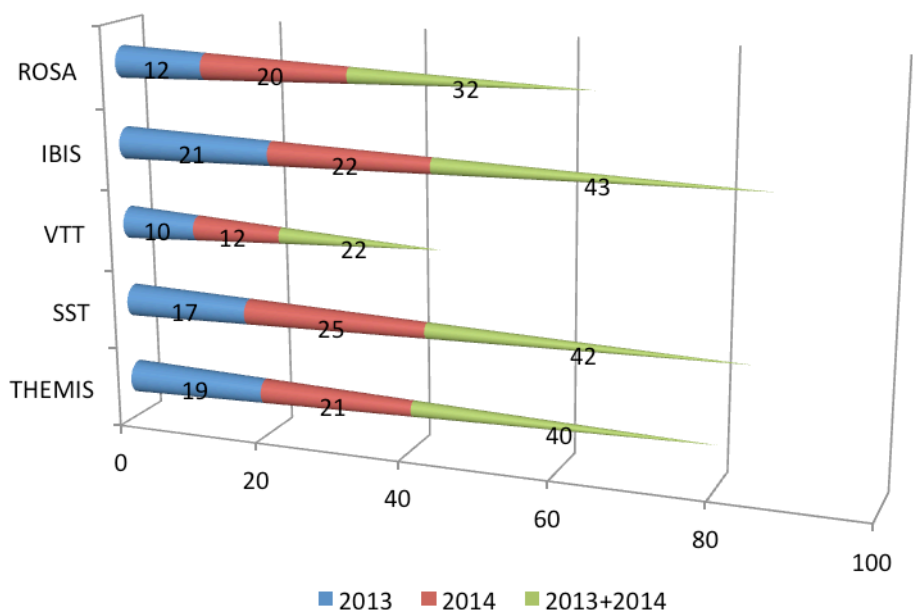
37 projects

Nr of projects / PI home institutions 2013+2014



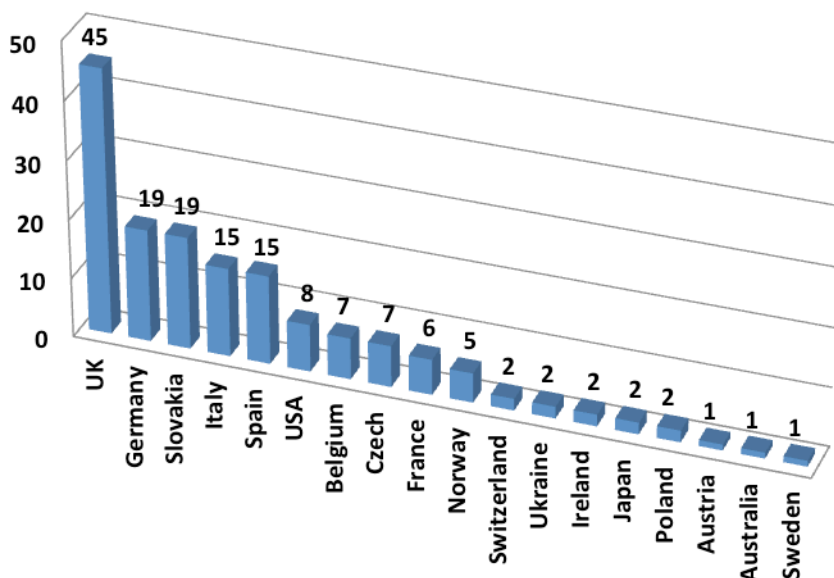
37 projects, 10 countries

Nr of users / Telescope & Instrument



179 users

Nr of users / country of home institution 2013+2014

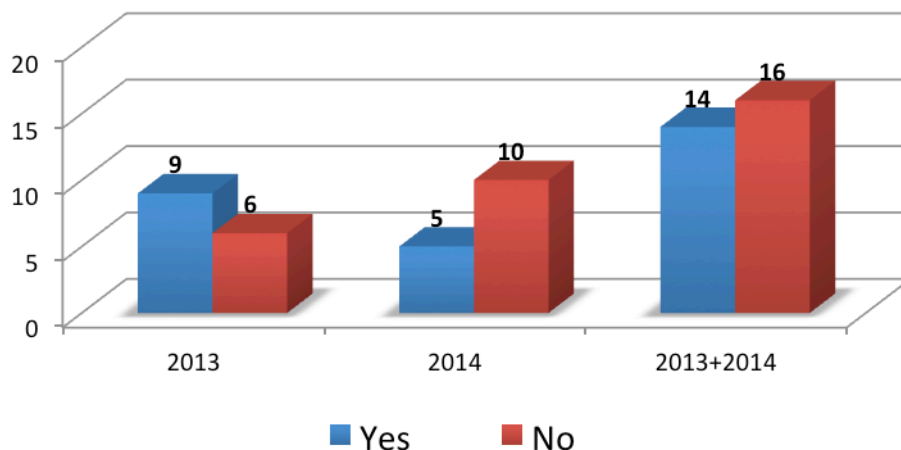


159 users*; 18 countries (14 European, 4 non-European)

* 20 IBIS&ROSA users were counted only once

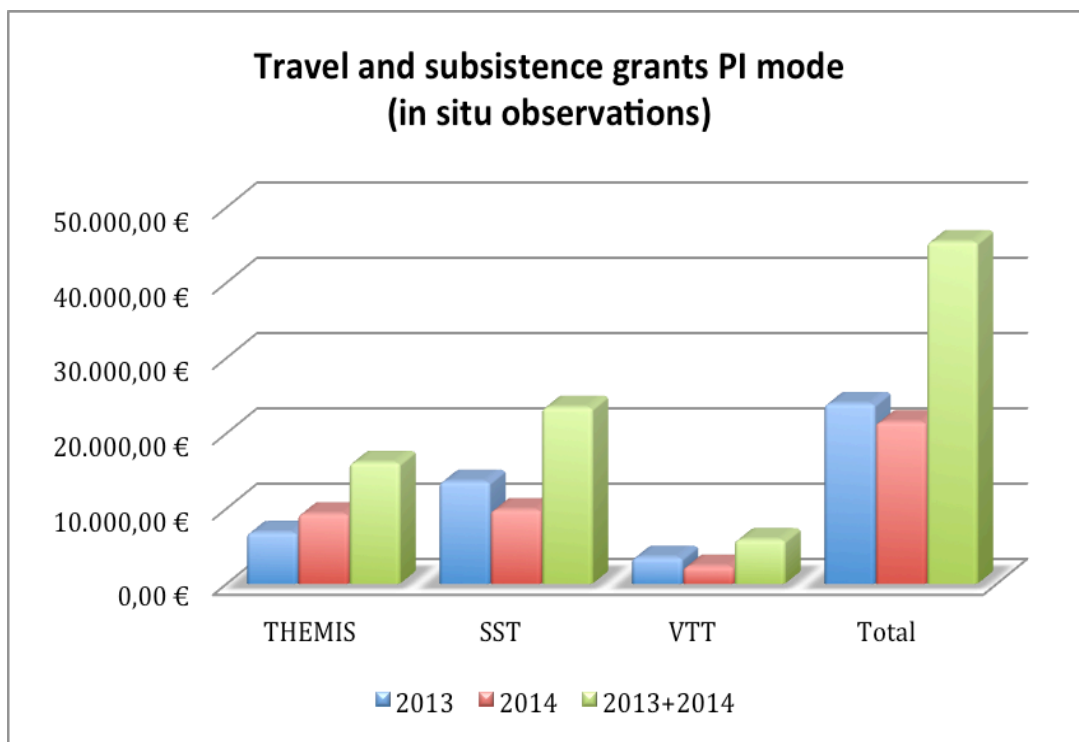
2.3. Astronomers supported with travel and subsistence grants:

**New users
(PI mode, observers in situ)**



30 observers supported with T&S grants; 14 new users

**Travel and subsistence grants PI mode
(in situ observations)**



Approx. 46000 €

3. COMMENTS AND GENERAL REMARKS.

- **Amount of access:** In 2014 SOLARNET TAS Programme has provided 29,7% of the expected amount of access for the four-year contract. This amount of access represents 31,3% of the SOLARNET TAS budget for User Fees (slightly lower since GREGOR -higher User Fees-, has not offered time yet).

Considering 2013 and 2014 campaigns, the amount of access provided represents 55,4% and the User Fees 57,5%.

- **Telescopes:** 3 telescopes (VTT, THEMIS, SST), and 2 instruments (IBIS/DST, ROSA/DST) were involved in providing this access.

- It is necessary to mention that in the first 18 months of the project SST has offered 94,1% of the total expected amount of access to be provided during the whole project (only 5 remaining days at SST).

- The other two telescopes have provided 47,3% (VTT) and 87,1% (THEMIS). The instruments IBIS and ROSA have provided 50% and 33,8% respectively.

- **User groups:** It was estimated that 65 user groups (projects) would be supported through the SOLARNET Transnational Access Programme for all contract. During 2014, a total of 19 groups (projects) have accessed to the aforementioned telescopes and instruments. During the two campaigns 37 groups (projects) were supported.

- **Users:** 100 team members integrate the aforementioned 19 groups. The total amount of team members in the two years is of 179.

- **New users:** 50% of astronomers supported with T&S grants in 2014 were new users. Considering 2013 and 2014 the new users represents 46,7%.

- **Countries:** It is remarkable that 45 astronomers of 159 participating in the programme in 2013 and 2014 are from United Kingdom (28,3%). Other 38 astronomers are from Slovakia and Germany (19 each) and other 30 are from Italy and Spain (15 each). These five countries encompass the 71,1% of the total amount of astronomers participating in two campaigns.

- **Travel and subsistence grants:** In providing 29,7% of the expected amount of access we have spent 27,4% of the amount for T&S. Considering both campaigns, 2013 and 2014, the amount of access provided is of 55,4% and T&S grants spent represent 41,0%.

No funds need to be reimbursed to the astronomers, and they do not need to pay in advance any cost. Travel costs (air tickets, train, taxi, etc.) are directly booked and paid by the IAC following the preferences of the astronomers. Accommodation at sea level and at the Observatories is also booked and directly paid by the IAC, as well as subsistence costs at the Observatories. In summary, once the astronomers complete the on-line application, they receive a full service including transport from airport to hotels, to the observatories, rental-car, etc. and they do not need to pay for these services. The SOLARNET Project Office approves the requested expenses, taking into account the best value as well as the astronomers preferences.

- **Website:** The website has proven its feasibility and became a good tool for promoting and supporting the observing campaign.



This project is supported by the European Commission's FP7 Capacities Programme for the period April 2013 – March 2017 under the Grant Agreement number 312495.

SOLARNET WP 20: Forum for ACCESS and SERVICES (FAS)

1st FAS Meeting in Stockholm, November 8, 2013, 08:30 - 15:00

Minutes

Participants: Manolo Collados (IAC), Dan Kiselman (SU), Göran Scharmer (SU), Jaime de la Cruz Rodriguez (SU), Rolf Schlichenmaier (KIS), Markus Roth (Technical Manager) (KIS), Nazaret Bello Gonzalez (KIS), Mats Carlsson (UiO), Stein Haugan (UiO), Gianna Cauzzi (INAF), Francesca Zuccarello (INAF), Mihalis Mathioudakis (QUB), Bernard Gelly (CNRS), Carsten Denker (AIP), Robbe Vansintjan (ROB), Mats Löfdahl (SU), Rickard Castillus (SU)

8:35 **(1) Election of FAS Chair.** Unanimously, Rolf Schlichenmaier (KIS) was elected.

8:45 **(2) Acceptance of Agenda**

8:46 **(3) WP 20.1 separated in two parts: PI mode and service mode.**

(3a) WP20.1a: ACCESS program for THEMIS, SST, VTT, and GREGOR (PI mode)

Preliminary report prepared by Alberto Escobar (IAC, PM) with statistics. THEMIS, SST, and VTT offered and delivered time in first year of SOLARNET, 2013. (see attachment: *PreReport_ACCESS_08Nov2013.pdf*)

Good response on the call for observing time: 8 projects (7 different PI countries), 46 users, 82 days (i.e. 28% of expected amount). Access offered at SST (40 days), Themis (30 days) and VTT (12 days). User fees: 260 kEuro (with present estimate of Unit cost, corresponding to 26% of total budget).

Travel and subsistence grants: 15 observers were supported (24 kEuro ~ 21% spent). In average, 2 observers per campaign were supported with travel grants.

Comments and Discussion:

- SST has offered almost half of total expected amount of ACCESS.
- THEMIS will not be able to offer ACCESS in second half of SOLARNET.
- Dan Kiselman: Discussion on the possibility to have data reduction service at Oslo with the Access travel grants. A visit of two weeks is needed. Money cannot be given via the Access programme but via the overall WP20 budget.

9:18 GREGOR: Status Report on GREGOR FPI (C. Denker, AIP)

See presentation by Carsten Denker: *FirstFAS_DenkerGFPI.pdf*

Limitations need to be documented, but for the ACCESS a simple setup as spectroscopy can be provided. No simultaneous observations between GFPI and GRIS. A few issues on the telescope need to be solved. German PIs meet in December.

GREGOR in ACCESS 2014: There is the possibility that GREGOR (BBI, GRIS, GFPI) time is offered in 2014, under certain conditions: (a) an instrument scientist of the used instrument should be Co-I in the proposal. (b) Scientific publications with data from 2014 should have people from the GREGOR consortium as co-authors.

Discussion: While Markus Roth thinks that the demand of a Co-I and the data policy is not in conflict with EU rules, many participants feel uneasy about such a practise: Demanding such conditions when offering ACCESS is considered to be a 'work around' of the eligibility rules. Since the GREGOR PIs, did not yet have time to perform first science campaigns, and since the campaigns are not feasible without sophisticated support from instrument scientists, it might be too early to offer GREGOR in ACCESS 2014.

10:00 Coffee

10:14 WP 20.1b ACCESS program with IBIS and ROSA at DST (Service mode)

(see presentation by Gianna Cauzzi: *FirstFAS_Cauzzi_ServiceMode2013.pdf*)

Report on first campaign:

- Call for proposals on April 15, 2013. (no templates were provided -> necessary for next time)
- 17 days offered in Service Mode in August 2013.
- 8 proposals received. Between 3 and 4 co-Is per proposal. 6 different PI countries. 5 of them new Users.
- The EAST TAC graded the proposals with help of 2 external referees. High priority: 3, middle priority: 2, and low priority: 2.
- Observations: 8 of 17 days were cloudy. 6 programs were executed, 3 are considered completed. 3 only partial because e.g., required flares didn't happen, or targets didn't appear at several disk positions as required in the proposal.

Discussion:

- This first service-mode campaign was a success.
- The decision which campaign is performed is difficult, and a small level of arbitrariness cannot be removed.
- Next time a template for the proposal is needed. The proposals shall specify a completion criterion.
- The TAC will change the ranking from "high", "medium", "low" priority to "high", "medium", "reject". High-priority proposals should allow terminating running lower priority observations, because high-risk means high return.
- Next time IBIS will split the observing time in two parts: spectroscopy and spectro-polarimetry.
- Eligibility problem: E.g., UK users ask for and get granted IBIS time. Then the corresponding ROSA time has to be provided without reimbursement from the TAS programme. As long as there is no apparent abuse of the eligibility rules, there is no problem with UK users receiving IBIS data through the ACCESS program.
- Reimbursement for the service is done if service is provided before, during, and after the observations (on bases of time sheets).
- The referees need to be informed that the refereeing is not anonymous. Conflict of interests need to be taken care of in cases a referee is Co-I on a observing proposal. The EAST TAC will handle this.
- Science-ready can be delivered by IBIS instead of training the researchers to reduce the data themselves, as this is a service of higher quality.
- Should the data be public? All data should be archived as good as possible in order to be able to make it accessible (format, searchability, ...). This is a goal of SOLARNET and needs time to be realized.

Decisions:

- The next call should be for SST+VTT+THEMIS including ROSA+IBIS (SOLARNET ACCESS) on December 1, 2013. (Not mentioned at the meeting: CCI/ITP time is also part of the call on December 1, as the EAST TAC allocates SOLARNET ACCESS and CCI/ITP time at the same time.)
- There should be a proposal template for IBIS and ROSA.

- There is the possibility of a later separate call for proposals for GREGOR in 2014 (contingent on the FAS and GREGOR consortium agreeing on the conditions).

13:10 **(4) WP 20.2 Data Pipelines:** Bernard Gelly

Bernard presents the outcome of a survey about all existing data pipelines.

-> see presentation: *FirstFAS_BernardGelly_WP202survey.pdf*

- B. Gelly asks to be informed about the WP20.3 activities.
- 1st deliverable in Month 18, i.e. in October 2014.

13:50 Jaime de la Cruz: CRISPRED -> see presentation: *FirstFAS_delacruz_crispred.pdf*

- IDL data pipeline for CRISP
- It is possible to have the same software package for all FPIs (IBIS, CRISP, etc.)

14:07 **(5) WP 20.3 Data Archives:** Stein Haugan -> see presentation: *FirstFAS_HauganStein_WP203.pdf*

- Data archives' deliverables in 04/2014 and 10/2015
- Google Doc working document (participation via a Google account).
- VSO requirements meeting @ MSSL on Nov. 26, 2013.
- Data format will be defined for instrument developers.

WP 20.4 No status report.

(6) WP 20.5 Novel queue observing modes: Dan Kiselman

The plan is to discuss and study the problem of queue-mode observing, aiming for a test run on one of the Canary Island telescopes in the observing season of 2016.

According to the Description of Work of WP 20, the FAS should also monitor the developments in the SERVICES. Hence, short status reports of WP 100 were given:

14:23 **(7) WP100.1 Hinode/IRIS data:** Stein Haugan

-> see last slide in presentation: *FirstFAS_HauganStein_WP203.pdf*

- IRIS data integrated; partial release

14:31 **WP 100.2 SDO Data Center at ROB:** Robbe Vansintjan

-> see presentation: *FirstFAS_RobbeVansintjanROB.pdf*

- A user survey is under way.

14:45 **WP 100.3 SDO Data Center at MPS:**

M. Roth on behalf of L. Gizon (MPS) -> see presentation: *FirstFAS_MPS.pdf*

Manolo Collados asks for periodical statistics on the GDC and ROB SDO data center usages to be sent to the Project Office (every 2 months).

14:55 **(8) Any Other Business**

Better relation between WP50 and WP20.3 should be established.

15:00 End of 1st FAS meeting.

Attachments:

- FirstFAS_BernardGelly_WP202survey.pdf
- FirstFAS_Cauzzi_ServiceMode2013.pdf
- FirstFAS_delacruz_crispred.pdfFirstFAS_DenkerGFPI.pdf
- FirstFAS_HauganStein_WP203.pdf
- FirstFAS_MPS.pdf
- FirstFAS_PrelReport_ACCESS_08Nov2013.pdf
- FirstFAS_RobbeVansintjanROB.pdf



This project is supported by the European Commission's FP7 Capacities Programme for the period April 2013 – March 2017 under the Grant Agreement number 312495.

SOLARNET WP 20: Forum for ACCESS and SERVICES (FAS)

2nd FAS Meeting in Madrid, April 28, 2014, 15:30 - 17:30

Minutes

Participants: Andrés Asensio (IAC), Dan Kiselman (SU), Rolf Schlichenmaier (KIS, chair), Markus Roth (Technical Manager) (KIS), Mats Carlsson (UiO), Francesca Zuccarello (INAF), Bernard Gelly (CNRS), Carsten Denker (AIP), Robbe Vansintjan (ROB), Michal Sobotka (AIASCR), Francesco Berrilli (INAF), Manolo Collados (IAC), Raymond Burston (MPS), Alberto Escobar (IAC, Project Manager), Jesus Burgos (IAC), Ales Kucera (AISAS).

(1) Acceptance of Agenda

(2) WP 20.1 EAST TAC and Allocation of SOLARNET ACCESS Time (leader: Rolf Schlichenmaier)

Discussion of allocation process by the EAST TAC:

- EAST TAC should take more advantage of its expertise to evaluate proposals. In future, not only rankings by two referees, but also by TAC members.
- If referees want to be anonymous, only two members of TAC should know their names (chair + second person).

ACCESS time 2013:

- Report on 'TAS Programme 2013' prepared by Alberto Escobar (IAC, Project Manager) with statistics.

ACCESS time 2014:

- **PI mode 2014:** 14 days at VTT, 40 days at SST, 44 days at THEMIS, 0 days at GREGOR;
- **Service mode with ROSA and IBIS @DST:** 27 days plus one campaign in PI mode.

The TAS report 2013 and the TAS report 2014 will form the basis for deliverable 20.1, which is due in Month 18 (September 2014).

Conclusion of discussion on TAS performance:

- TAS program on track. Good performance.
- Shortcoming: SST has already allocated almost 100% of their contracted number of days, while GREGOR still has not delivered any observing days. Large numbers for THEMIS are OK, as it will not offer days in 2015, due to the installation of the SOLARNET Adaptive Optics test.
 - GREGOR consortium plans to offer observing time in 2015 and 2016.

(3) WP 20.2 Guidelines for data pipeline development (leader Bernard Gelly)

Bernard Gelly is preparing a survey document, which contains the state of existing pipelines and procedures as well as a preliminary report on pipeline guidelines. This document will be the deliverable D20.2, which is due in Month 18 (September 2014).

(4) WP 20.3 Data Archives (leader: Stein Haugan)

Robbe Vansintjan (ROB) presents a report on the SDO data center and the SOLARNET Data Archive (SDA) at ROB. He stresses that for designing the SDA, input from the community is still needed. In particular the following questions are to be answered:

1. To collect the meta-data do we pull or push to the SDA?
Pulling and pushing are a trade off in management vs efficient. Pushing would be more efficient but would require the institutes to implement the push and pulling would require very little implementation but would be very inefficient. Regular scans of the entire meta-data.
2. Meta-data: do we delete update and version number?
Yes.
3. Do we put a disclaimer on the website?
Yes.
4. Is it possible to get some example data?

If you have any input and comments on these questions, please contact Robbe.

Mats Carlsson shortly reported that Stein Haugan is preparing a document on standards for data archiving and VO. A first draft is expected for May 2014. This document will serve as the deliverable D20.4.

(5) WP 20.4 Coordination with other infrastructures (leader: Oskar von der Lühe)

No report was given. The FAS chair will contact Oskar von der Lühe to find out about the status of the work package. A report on the facilities for coordination is a deliverable in month 18 (September 2014, D20.6).

(6) WP 20.5 Novel queue observing modes (leader: Dan Kiselman)

Dan Kiselman reports that a test for the novel queue observing mode is planned for 2015 at the SST. Pit Sütterlin will coordinate this effort.

(7) Any Other Business: None.

EAST TAC

Terms of Reference

1. Purpose

The EAST TAC reviews and allocates observing time associated with the FP7 OPTICON Trans-national Access Program (hereafter named 'OPTICON' time), as well as the International Time Program ('ITP' time) of the International Scientific Committee (Comité Científico Internacional, CCI).

2. Call for Proposals

Proposals are accepted once a year (with a deadline in January) for a one observing season per year. Four weeks before the deadline the EAST TAC will issue a call for proposals.

3. TAC Composition

The EAST TAC consists of one representative for each solar telescope that participates in the FP7 OPTICON Transnational Access Program (DOT, SST, THEMIS, VTT) and one member from IAC (representing the Spanish TAC). One of the telescope representatives is elected as chair of the EAST TAC.

4. Eligibility of the proposals

The criteria for eligibility of OPTICON time are available at <http://www.ing.iac.es/opticon/>.

For ITP time, the criteria are documented in Section 1.4.b of the protocol which is available at <http://www.iac.es/eno.php?op1=5&lang=en>.

5. Observing pool

All OPTICON observing time is combined in one single pool. The eligible and highest ranked proposals get awarded with observing time. ITP time is reserved for each telescope separately.

6. Review procedure

The EAST TAC nominates two (or more) external referees of international standing, covering different scientific interests and drawn from different countries.

The external referees review the proposals on their scientific merit. They deliver a report, which includes at least:

- (1) A ranking of all proposals independent on the telescope
- (2) Scientific motivation
- (3) A grade: 5-excellent, 4-good, 3-average, 2-below average, not recommended to be awarded with time, 1-not acceptable.

7. Allocation

For each proposal, the ranking number and grade will be averaged, based on the reports of the external TAC reports.

All proposals are checked for eligibility, both regarding OPTICON and ITP rules. Proposals being not eligible for both OPTICON and ITP are rejected, the others get a label 'OPTICON', 'ITP' or 'BOTH'.

The advice of the external referees will be considered by the EAST TAC, but is not binding. The telescope representatives will take advice on the technical feasibility of the proposals.

Based on the final ranking, allocation is done. First, the available amount of OPTICON time is distributed, then ITP time. The EAST TAC has the freedom to deviate from the allocation baseline. If necessary the TAC will adjust the list taking into account the overall strategy as set out by the OPTICON board, by the TDF itself, the resource implications of the ranked list and other criteria such as scheduling conflicts with the outputs from other TACs. When feasible it may transfer projects between facilities to optimize the outcome. In the case of projects of comparable merit and which are equally schedulable this group will give priority to teams composed of users who:

- have not previously used the infrastructure;
- are working in countries where no such research infrastructure exist;
- would find it difficult to be awarded observing time via existing allocation processes;

If the allocation results in an under subscription of the OPTICON time, the resources saved will be forwarded to the next year.

The chair of the EAST TAC will inform all proposers of the outcome of the allocation procedure.

8. Scheduling

The EAST TAC chair will then contact the telescope schedulers to schedule the proposals. If a project proves impossible to schedule, the resources allocated to that run will be used to support another run in the ranked list which was originally not schedulable.

9. After scheduling

The EAST TAC chair informs the ACCESS office of OPTICON about the outcome of the allocation process and the scheduling.

Transnational Access and Service Programme 2013-2017

Overview

As a part of the SOLARNET project, the Transnational Access and Service Programme supports the access of the European solar physics community to some of the best European telescopes. To enhance the efficiency of data usage, external observers will receive also support for post-factum reduction of data, while standard pipelines are not fully developed, with the aim of providing them science-ready data. A successful Programme, which will bring together researchers of different nationalities, forms the basis for a long-term perspective of solar physics in Europe and for the operation of the European Solar Telescope, when it becomes a reality.

Every facility will offer an average of 20 observing days per year to external observers under this SOLARNET Programme. In addition to the telescopes **VTT**, **GREGOR**, **THEMIS**, and **SST**, located at Tenerife and La Palma, the **IBIS/DST** and **ROSA/DST** instruments, installed at the US Dunn Solar Telescope, are also offered by this programme. This is possible thanks to an agreement with the National Solar Observatory to open the DST to the European community.

SOLARNET is also supporting the access to the most demanded European Science Data Centre, providing data gathered by the solar satellite **Hinode (SDC Europe)** and the **Solar Dynamics Observatory (BE-WISSDOM and GSC-SDO)**. Travel and subsistence grants to be on-site during the observations are also available



VTT – Tenerife



THEMIS – Tenerife



SST – La Palma



GREGOR – Tenerife



DST



IBIS & ROSA at DST - US



DB repositories: SDC Europe / BE-WISSDOM / GSC-SDO

EXTERNAL USERS ARE WELCOME TO APPLY FOR OBSERVING TIME AND DATABASE ACCESS

How to apply for Access

Eligible user groups interested in applying for telescope time are invited to do it in response to the specific Announcements of Opportunity that will be published at the SOLARNET web site.

In general terms, these announcements for observing time will be published once a year, and potential users have to submit their application following the guidelines available at the SOLARNET website.

On the other hand, access to database repositories supported by SOLARNET is internet-based and completely open. Researchers worldwide are welcome.

Criteria of eligibility

To be eligible to benefit from this access a user group must satisfy the following three conditions:

- The user group leader and the majority of the users must work in an institution established in an EU Member State¹ or in an EU FP7 Associated State²
- The user group leader and the majority of the users must work in a country other than the country(ies) where the legal entity(ies) operating the infrastructure is(are) established³
- User groups requesting access will submit an application following the conditions and deadlines of the Announcements of Opportunity yearly published by SOLARNET.

The selection will be based on scientific merits and technical feasibility. Special targeted groups (new users, users from countries with no similar facilities, etc.) will be prioritized under equally scored proposals.

Due to the limited amount of funds, those users meeting these criteria of eligibility are not automatically granted with telescope time under the Programme. Successful candidates will be contacted well in advance.

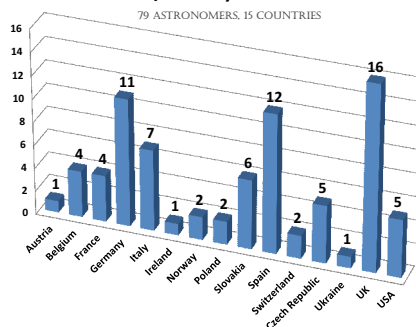
¹EU 28 Member States: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom.

²EU FP7 Associated States: Norway, Switzerland, Israel, Iceland, Turkey, Croatia, Liechtenstein, the Former Yugoslav Republic of Macedonia and Serbia, Montenegro, Albania, Bosnia & Herzegovina, Faroe Islands, Republic of Moldova.

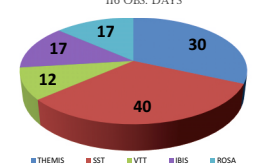
³EU countries excluded by this condition are: Germany and Spain at GREGOR and at VTT; France and Spain at THEMIS; Sweden and Spain at SST; Italy at IBIS/DST; and UK at ROSA/DST.

First results. 2013

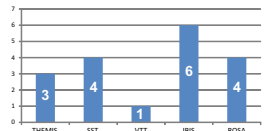
Nr of users / country of home institution



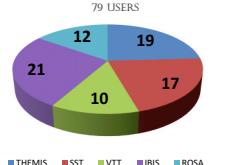
Observing days / Telescope & Instrument



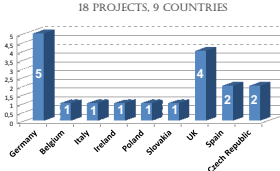
Projects / Telescope & Instrument



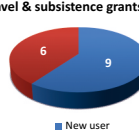
Nr of users / Telescope & Instrument



Nr of projects (teams) / PI home institution



Astronomers supported with travel & subsistence grants: 15



Travel & Subsistence Grants

Observing teams awarded with telescope time under the SOLARNET TAS Programme receive free access to the telescope as well as scientific and technical support to carry out the observations. EC funds are also available to cover travel, accommodation and subsistence expenses during the observing run. A maximum of two members from the research team can be supported. We encourage group leaders to involve new users and/or young researchers as beneficiaries for, at least, one of the travel and subsistence grants available. In any case, it is the responsibility of the group leader to decide which member of the team will be supported.

In the event the proposed beneficiary for these grants was not included into the original proposal (i.e. new PhD students, etc), group leader will be requested to justify it. Please, make sure that the inclusion of new members does not turn your team into a non eligible one, according to EC rules.

Once the group leader has received official confirmation of the amount of telescope time awarded, he/she is invited to inform about those team members who will benefit from travel and subsistence support.

Any observer from an eligible and successful team can be supported with these travel and subsistence grants regardless of whether in his/her particular case meets the conditions of eligibility.

More information

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 E-mail: solarnet@iac.es

www.solarnet-east.eu

During the first calendar year of the SOLARNET TAS Programme:

- ✓ 116 observing days at THEMIS, SST, VTT, IBIS/DST and ROSA/DST
- ✓ 28% of the total expected amount of access to be provided under this four-year contract
- ✓ 79 astronomers (team members) from 15 countries; 18 groups (projects) were involved
- ✓ 15 users received travel and subsistence grants to be on-site during the observations
- ✓ 60% of these users visiting the facility under the Programme were new users.