Department of Energy
Washington, DC 20585

March 5, 2009

Dr. Michael Harrison
Mail Stop 902A
Brookhaven National Laboratory
Upton, New York 11973 - 5000

Dear Dr. Harrison:

The fourth annual review of the U.S. R&D program for the International Linear Collider (ILC) by the Department of Energy and the National Science Foundation will be held April 29-30, 2009 at SLAC (Stanford Linear Accelerator Center). This review serves as the DOE and NSF's primary peer review of the U.S. portion of the ILC accelerator activities, and we wish to evaluate and review the achievements, planning, and goals of the U.S. ILC program.

The committee will be asked for recommendations to improve the quality and effectiveness of the U.S. program. The review should consider the ongoing ILC R&D effort by the Americas Region Team (ART) by generally evaluating:

- the quality and structure of the organization and management of the program;
- the scientific and technical merit of the R&D plan;
- the achievements in the past twelve months;
- feasibility of the milestones for FY 2009 and FY 2010; and
- the match between funding and manpower requirements and the availability of these resources in FY 2009 and FY 2010.

In addition to the general assessments, we would also ask that the review *explicitly* address the following questions:

- Is the program well integrated managerially and technically into the GDE Technical Design Phase (TDP)? Is the R&D program well integrated into the TDP?
- Has management instituted effective mechanisms to ensure the goals of the TDP are met?
- Has the coordination of the national R&D plan with the individual laboratories been effective?
- Has the program efficiently recovered from the sudden reduction in funding due to the fiscal year 2008 appropriation for DOE High Energy Physics? Are there further steps to be taken?
- Does the R&D plan ensure the U.S. will have a leading role in the ILC program?
- What are the broader impacts of the program?

We anticipate approximately a full day of presentations and a second day with breakout sessions, writing sessions, and a close-out. The talks and supporting materials must be available through a web site *two weeks* prior to the review to aid the preparation by our consultants. We will ask the consultants to provide feedback to ART during the closeout of the review, and will request their confidential statements that will serve as the basis for written evaluation of the program by the DOE and NSF. Gerald Blazey will chair the review and serve as the primary contact for the review. David Lissauer will be the primary NSF liaison, and with Blazey, will prepare the final program evaluation.

We look forward to this review and hope that, in addition to providing the basis for the DOE and NSF evaluation, it will prove useful for ART as it participates in the Technical Design Phase.

Sincerely,

Dennis Kovar
Associate Director of Science
for High Energy Physics

Joseph Dehmer
Director of Physics
National Science Foundation