RADIONET3   **TNA** TELECONFERENCE

DATE	May 6, 2015	TIME	13:00- 14.15 (CEST)

PLACE   Teleconference

PARTICIPANTS
TNA leader:
S. Garrington (Chair) – *e*-MERLIN (UMAN)
N. Billot – PV (IRAM)
B. Campbell – EVN (JIVE)
A. Kraus – Effelsberg (MPIfR)
R. Neri – PdBI (IRAM)
M. Thomasson – APEX (OSO)

Absent TNA leader:
A. Polatidis – LOFAR + WSRT (ASTRON)

Management:
J. Casado Iglesias (Project Assistant / minutes)
I. Rottmann (Project Manager)

VERSION   Final (vers. 06.05.2015)

AGENDA:

1. TNA status update
2. TNA travel budget - status
3. Project status
4. Reporting (PR3 report and final report)
5. AOB

ACTION ITEMS:

NUMBER/DATE	SUBJECT	WHO	DATE
A1/2015-05-06	**Deliverables:** To submit the deliverables to I. Rottmann (if numbers achieved)	ALL	31.05.2015
A2/2015-05-06	**Deliverables:** To provide the TNA leaders with the deliverable template	IR	07.05.2015
A3/2015-05-06	**e-Merlin:** To submit the numbers for *e*-Merlin	SG	15.05.2015
A4/2015-05-06	**f2f meeting:** To send the Management the dates on which you are not available from September 15 – November 10, 2015	ALL	31.05.2015

1. TNA stations status

The TNA leaders reported about the updated status of their installations from May 6, 2015:

	Total hours		No users		No of projects	
	DoW	Actual	DoW	Actual	DoW	Actual
WP12-EVN	656	1875,5	266	678	133	147
WP14 e-MERLIN	Will be	submitted	Will be	submitted	Will be	submitted
WP15 Effelsberg	978	813	34	63	23	25
WP16 LOFAR	492,8	905,3	75	288	19	34
WP17 WSRT	477	996	57	43	13	10
WP 18 (NOEMA)	146,9	681	216	184	54	34
WP18 (PV)	470,8	1780,4	108	334	324	66
WP19 APEX	331,8	435	68	149	17	28

All TNAs are on track and most of them even overachieving their goals.

→ **A1/2015-05-06:** The TNAs overachieving the goals will submit the deliverables to I. Rottmann by the end of May 2015.

→ **A2/2015-05-06:** I. Rottmann will provide the TNAs with the deliverable template.

→ **A3/2015-05-06:** The numbers for *e*-Merlin will submitted in the following week.

The submission of a deliverable does not excluded the remaining extra access hours to be claimed in the PR3. The observations can go on until the end of the project (= 31.12.2015).

Effelsberg is lagging 200 access hours behind because of the problems with receiver/backend. A. Kraus reported that submission will be performed from September and the contracted hours will be submitted. A priority to the TNA projects will be given when scheduling.

2. TNA travel budget

No claim was received since January 2015.

For Effelsberg one claim is pending; for EVN three claims are pending, additionally the at-large members of the PC meeting in Budapest will be reminded. IRAM did not have any visitors, the claims one person for each PC meeting will be submitted.

As there is still under spending and the project is in its final year, the Management will keep a closer eye on the travel budget. The exact numbers will be communicated as soon as known to the Management.

3. Project status

Everything is on track.

Documentation: I. Rottmann asked the TNAs to keep records of all observations not only the access hours they delivered for RadioNet3. Auditors can check this.

Questionnaires: The number of incoming questionnaires is unsatisfactory. In total, the Management received 92 questionnaires (online submission to the EC was also confirmed):

	Total
EVN	43
e-MERLIN	5
Effelsberg	4
LOFAR	0
WSRT	0
IRAM	39
APEX	1

The management (and probably the EC) has not received any questionnaires from WSRT and LOFAR; only five from *e*-Merlin, and one from APEX. The TNA leaders agreed again in explaining the users the importance of these questionnaires and follow up the submission. If support from the Management is requested, the respective user will be informed in the "follow up-email" that the Management (rn3@mpifr.de or irottmann@mpifr.de) will receive this email too, and in case of no submission, continue tracking.

Publications: Since October 2014, there has been no publication reported. I. Rottmann asked for the submission of existing publication the earlier the better.

4. Reporting (PR3 report and final report)

At the end of February 2016, the PR3 (summary of the last 18 months) and the final report (for the whole project period) have to be submitted. For preparation of both reports, a face-to-face meeting of the TNA leaders will be held. A suitable date and place has to be decided:

→**A4/2015-05-06:** The TNA leaders send the Management the dates on which they are not available in the period September 15 – October 31, 2015.

I. Rottmann reported that a call for the next RadioNet is expected to be released in September 2015. This means that the application deadline would be March 2016. After 5 months of evaluation by the EC, and 3 months of preparation, the next RadioNet could start in the end of 2016 already. The following RadioNet is structured into TNAs, JRAs, and NAs too; the weighting of the budget regarding the 3 pillars it not clear yet.

A brainstorming is scheduled on August 25-26, 2015 in Berlin. The goal of this brainstorming meeting is the preparation of a one-page proposal. All TNA leaders are invited to join this meeting. (Please register on https://indico.mpifr-bonn.mpg.de/indico/conferenceDisplay.py?confId=104)

5. AOB

Deadline for claims: I. Rottmann stressed again that the receipt of the claims has to happen latest on October 31, 2015. Later, the remaining budget will be used to cover the expenses of the past PC meetings. JIVE needs to receive all claims not later than December 5, 2015. In case there is an allocation of the user support after October 31, it should be communicated to the Management and Aukelien in advance (the amount and time).