

Mr. W. Boroski
LQCD Contract Project Manager
Fermi National Laboratory
Mail Station: 127 (WH 7W)
P.O. Box 500
Batavia, IL 60510-0500

Dear Mr. Boroski:

The Office of Nuclear Physics and the Office of High Energy Physics are conducting an Annual Progress Review of the ongoing Lattice Quantum Chromodynamics (LQCD) Computing Project. As you are aware, this review will be held on May 14-15, 2007, at the Thomas Jefferson National Accelerator Facility (JLAB). A list of the members of the review panel and anticipated Department of Energy (DOE) participants is enclosed.

Each panel member is being asked to evaluate and comment on any relevant aspect of the LQCD project. However, the focus of the LQCD Annual Progress Review will be on understanding:

- The continued significance and relevance of the LQCD project, with an emphasis on its scientific goals and its service to a growing user community;
- The progress toward scientific and technical milestones as presented in the project's IT Exhibit 300;
- The progress in meeting the goals of the project's proposed budget and schedule, including a discussion of workforce costs; and,
- The status of the technical design and proposed technical scope for FY2008-2009.

Each panel member will be asked to review these aspects of the LQCD project and write an individual "letter report" on his/her findings. These "letter reports" will be due at the Department of Energy two weeks after completion of the review. John Kogut, the Federal Project Manager, and Maarten Golterman, the chair of the review, will accumulate the "letter reports" and compose a final summary report based on the information in the letters.

The first day of the review will consist of presentations and executive sessions. The second day will include an executive session and preliminary report writing; a brief close-out will occur in the early afternoon. Preliminary findings, comments, and recommendations will be presented at the close-out.

The panel members will be instructed to contact Chip Watson at JLAB at (757) 269-7101 or E-mail: watson@jlab.org regarding any logistics questions. Word processing, internet connection and secretarial assistance should be made available during the review. You should set up a web site for the review with relevant background information on LQCD, links to the various LQCD sites the collaboration has developed, and distribute relevant background and project materials to the panel at least two weeks prior to the review. Please coordinate these efforts with John Kogut so that the needs of the review panel are met.

We greatly appreciate your willingness to assist us in this review. We look forward to a very informative and stimulating review at JLAB.

Sincerely,

Robin Staffin
Associate Director
Office of High Energy Physics

Dennis Kovar
Associate Director
Office of Nuclear Physics

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J. Kogut	SCoon	JSimon-Gillo	RStaffin	DKovar
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