DRAFT v1.0

 22-Nov-2021

**Charge Letter: LBNC December 2021 Review, December 1-3, 2021**

In this third and final meeting for calendar 2021, the LBNC will again meet virtually to review status and progress of LBNF and DUNE. As with other meetings, the LBNC should construct a report in which it acknowledges, comments on, and where appropriate, makes recommendations following the presentations and discussions during the meeting.

The LBNC should hear about the general status of LBNF and DUNE. Although the LBNC is charged to review the global LBNF/DUNE effort, of particular interest right now is the progress toward US DOE CD-1RR review, which is a re-evaluation of “Alternative Selection and Cost Range.” Effort toward CD-1RR includes the tailored subproject strategy, a reorganization of the project management – including the interface to the DUNE collaboration – and assessment of the cost range and projected funding profile. The LBNC should hear about progress on these issues and provide input and feedback.

In considering the material provided, attention should be given to prior LBNC recommendations and actions that have been undertaken to address these recommendations. For the DUNE detectors and computing, we would also like to work toward a more uniform and regular reporting and tracking of major DUNE milestones.

In reviewing DUNE detector and computing efforts, particular attention should be given to near-term staffing issues. Does the Collaboration have sufficient personnel to carry out efforts over the next 12-18 months? These efforts include R&D, design, prototyping and preproduction work as well as integrated efforts, such as both ProtoDUNE-II detectors.

In addition to updates on major detector systems: FD-1, FD-2, ND, the LBNC should also receive updates on progress on ProtoDUNEs and LBNF Beamline. Other specific areas of review for this meeting should include ProtoDUNE physics analyses as well as data acquisition, where the LBNC should hear about overall approach, strategy and plan for DAQ.

The LBNC should also review progress on computing and the computing CDR, as well as other relevant documents that are under development.

The LBNC should develop a Closeout Report which it should deliver at 12:15 CST on December 3, 2021. Subsequently this should be refined into a LBNC Meeting report.