

RADIOLOGICAL RESEARCH ACCELERATOR FACILITY

INSTRUCTIONS FOR COMPLETING THE EXPERIMENT REQUEST FORM

GENERAL

The principal investigator should discuss briefly the proposed experiment with the RARAF Manager, Mr. Stephen Marino, at (914) 591-9244 before completing the Experiment Request Form. This form provides important information for the RARAF Scientific Advisory Committee and the RARAF staff and should be submitted before detailed planning for the experiment begins. The principal investigator must sign the form to indicate acceptance of responsibility for the safety and conduct of his or her co-workers listed on the form, to indicate agreement to acknowledge RARAF funding sources, and to pass abstracts/papers by a member of the RARAF staff before submission.

Send or fax the completed form to:

Stephen Marino, Manager
RARAF at Nevis Laboratories
Columbia University
P.O. Box 21
Irvington, NY 10533
Fax: (914) 591-9405

SCHEDULING

Before answering the questions related to scheduling, be sure to discuss your run-time requirements with Steve Marino. Please be realistic about when your experiments will be ready and about how much lead time is required. Experiments which can run on short notice can benefit when scheduled experiments are unable to run.

HAZARDOUS MATERIALS

Examples of hazardous materials to be listed include: flammable or toxic liquids, gasses, or powders; radioisotopes; carcinogens; human cancer cells. Small amounts of common solvents, tissue-equivalent gases, and radiation sources already at RARAF need not be mentioned. Hazardous equipment includes apparatus with exposed high voltage, pressure vessels, and special containers of hazardous material. Append drawings or sketches where appropriate.

FACILITIES ON SITE

Animal facilities are presently limited to the use of the bio-prep laboratory as a holding room. Cell culture facilities include contamination control hoods, incubators, refrigerators, a Coulter counter, microscopes, centrifuges, etc. Please list the facilities you will need and indicate those you will need exclusive use of for a day or longer.

COLLABORATION AND SERVICE

Collaborative dosimetry support and accelerator operation will normally be provided for irradiations. Additional collaboration or support needed should be mentioned on the form.

TECHNICAL ASPECTS

For biological irradiations, the technical aspects discussed should include such things as the characteristics of the radiation required, fixtures needed, nature, size and environmental requirements of samples, protocols (including experimental conditions to be compared, number of doses per condition and samples per dose, and doses desired), dosimetry requirements, simultaneous use of x-ray facility, etc.

For radiological physics experiments, discuss technical aspects such as the apparatus, interface, if any, with accelerator vacuum system, beam parameter specifications, space requirements around beam line and for setup, computer needs, etc. Drawings or sketches may be helpful.

ABSTRACT

Your abstract should include a summary of the experiment and make a case for its importance. The abstract should also explain why the experiment should be done at RARAF rather than somewhere else (it requires a microbeam, monoenergetic neutrons or a nearby cell lab, for example) and whether it is feasible to do the experiment at RARAF using existing or slightly modified facilities. Details of experimental method, protocols, etc. should not appear in the abstract. The Scientific Advisory Committee will recommend a priority for your experiment based on the information, including references, you provide. We would therefore appreciate receiving reprints or copies of some of the references you list.

ACKNOWLEDGEMENTS IN PAPERS / ABSTRACTS

RARAF is able to provide beam time through two grants from the NIH, so it is very important for us that these grants be acknowledged in any papers or abstracts that report on results obtained wholly or partially at RARAF. Please use the format: "The Radiological Research Accelerator Facility (RARAF) is an NIH supported Resource Center through grants RR-11623 (NCRR) and CA-37967 (NCI)."

REFERENCES TO RARAF IN PAPERS / ABSTRACTS

We very much hope that the work at RARAF results in published papers and / or abstracts. We do request that you pass these papers or abstracts by a member of the RARAF staff (Randers-Pehrson, Geard, Marino, or Brenner) prior to submission, so that we can make sure the references to the facility are accurate.

COPIES OF PAPERS / ABSTRACTS

On publication, please send two copies of any papers or abstracts to Steve Marino at RARAF.