

WIYN Observatory Target of Opportunity Observations  
Summary for Telescope Allocation Committees  
WIYN Science Steering Committee  
Draft: 05 APR 2018

The WIYN Science Steering Committee's Target of Opportunity (ToO) document covers a variety of situations, not all of which are relevant for ToO proposals. This summary is directed at Telescope Allocation Committees (TACs) reviewing and allocating time for WIYN ToO proposals. TAC members are encouraged to read the main document, which contains more details about the ToO proposal and execution process than are presented here.

The general approach to ToO observations is one of voluntary cooperation by the holder of the scheduled observing time that will be interrupted by a ToO. **(A WIYN partner may decide to compel ToO observations using only their own scheduled telescope time.)** While not required, compensation may be offered for observing time and effort needed to execute the ToO, making it more likely that the ToO request will be granted. Compensation includes: scientific acknowledgement in publications, including potentially co-authorship; and observing time. Your TAC must approve any telescope time offered for compensation by proposers under your jurisdiction. Observers should submit a proposal for any planned ToO observations even if compensatory observing time is not desired (e.g., for ToOs that require little time on sky). This will allow for a feasibility review by WIYN staff and make the ToO process more predictable and smooth.

Compensatory observing time does not have to exactly match the number of hours used for the ToO. For example, your proposers may request more time than is anticipated to execute the ToO observations in order to make a more compelling offer of compensation. To ease future scheduling, compensatory time may be offered only in increments of 0.5 nights to any one partner institution.

Given the unpredictable nature of ToOs (will the trigger occur; will the holder of the scheduled observing time agree to the ToO request?), any compensatory observing time will be transferred after the ToO observations occur, typically within the following two semesters. The choice of semester is at the discretion of the time allocation official at the scheduled observer's partner organization; i.e., not you. Hence, your TAC needs to authorize the *maximum* compensatory time that any proposer may offer, which would come out of your future observing time allocation. Normally this transferred time will have the same lunar phase category as the observations, which may not be known in advance. The WIYN Operations Coordinator and the partner time allocation officials (for both ToO PI and scheduled observer) need to be informed of any observing time transactions.

The names and contact information of current WIYN personnel involved in the ToO process (WIYN Operations Coordinator, Head of WIYN Operations, Executive Director, instrument scientists) are listed at <http://www.wiyn.org/contactus.html>.