2-Step Broad Agency Announcement

The 2-Step Process reduces acquisition resources for both the Government and industry. It may be considered when a large number of proposals are anticipated or to determine if further Government interest is warranted. If further interest is not warranted, industry saves unnecessary bid and proposal costs and the Government saves review time.

Overview Information

To access hyperlinks from this electronic solicitation – Hit CTRL and click on the link.

NAICS Code: The NAICS Code for this acquisition is: 541715 (Research and Technology in the Physical, Engineering, and Life Sciences (except Nanotechnology and Biotechnology), and the small business size standard is 1,000 employees.

Federal Agency Name: Air Force Research Laboratory, Sensors Directorate, Optical and Radio Frequency and Detection Division (AFRL/RYM)

Broad Agency Announcement Title: Multi-Spectral Sensing Technologies R&D (MuSTeR)

Broad Agency Announcement Type: Amendment 5

Broad Agency Announcement Number: FA8650-21-S-1180

Catalog of Federal Domestic Assistance (CFDA) Number(s): 12.800 AIR FORCE DEFENSE RESEARCH SCIENCES PROGRAM

THIS WILL BE A TWO-STEP SOLICITATION:

First Step: WHITE PAPER DUE DATE AND TIME: *Accepted through 20 January 2027 by 1700* **Wright-Patterson AFB, OH local time. Only white papers are due at this time.**

Second Step: PROPOSAL DUE DATE AND TIME: To be provided in the Requests for Proposals sent to offerors that submit White Papers considered to meet the needs of the Air Force.

NOTE: ***White Paper/proposal receipt after the due date and time shall be governed by the provisions of FAR RFO 52.215-1(c)(3).*** *It should be noted that this installation observes strict security procedures to enter the facility. These security procedures are NOT considered an interruption of normal Government processes, and proposals received after the above stated date and time as a result of security delays will be considered "late." Furthermore, note that if offerors utilize commercial carriers in the delivery of proposals, they may not honor time-of-day delivery guarantees on military installations. Be advised, if the U.S. Postal Service is used, this building only receives U.S. Postal Mail twice a week and delivery by that means may not meet the proposal due date and time established herein. Early white paper/proposal submission is encouraged.*

Submission: White Papers must be submitted to the Contracting Point of Contact (POC): Jamie Jones-Brooks, Limited Contracting Officer, AFRL/RYKSE, jamie.jones-brooks@us.af.mil (385) 634-5319 or Travis L White, Contracting Officer, AFRL/RYKSE, travis.white.17@us.af.mil, (385) 636-2352, Bldg 45, 2130 8th St., Wright-Patterson AFB, OH 45433-7541.

Solicitation Request: Air Force Research Laboratory, Sensors Directorate, Multi-spectral Sensing and Detection Division (AFRL/RYM*)*, Wright Research Site is soliciting white papers on the research effort described below.

Type of Contract/Instrument: The Air Force reserves the right to award the instrument best suited to the nature of research proposed. Accordingly, the Government may award any appropriate contract type under the FAR or Other Transaction (OT) for Prototype, grant, cooperative agreement, or OT for Research. The Air Force may also consider award of an appropriate technology transfer mechanism if applicable. It is anticipated that awards under this BAA will generally be Cost Plus Fixed Fee (CPFF). Cost reimbursement contracts require successful offerors to have an accounting system considered adequate for tracking costs applicable to the contract.

Estimated Program Cost: The total program value is $250,000,000 with multiple awards ranging from $100,000 to $10,000,000.

Anticipated Number of Awards: The Air Force anticipates awarding multiple awards for this announcement. However, the Air Force reserves the right to award zero, one, or more contracts for all, some or none of the solicited effort based on the offeror's ability to perform desired work and funding fluctuations.

Brief Program Summary: The Air Force Research Laboratory (AFRL) Multi-spectral Sensing and Detection Division (RYM) in the Sensors Directorate conducts basic and applied research, advanced technology development, as well as test and evaluation to meet U.S. Air Force (USAF) aerospace electro-optical (EO) and radio frequency (RF) sensor needs for air, space and C2 sensor systems. AFRL/RYM conducts programs in modeling, simulation, research, design, test and evaluation of RF and EO subsystems and sensors for use in offensive, defensive and integrated offensive/defensive systems. AFRL/RYM ensures unequaled persistent intelligence, surveillance and reconnaissance; time sensitive targeting; and battlespace access capabilities for America's air and space forces by developing, demonstrating and transitioning advanced RF and EO sensors. AFRL/RYM solicits innovative research proposals in the following Thirteen (13) research areas.

Multiband Multifunction Radio Frequency Sensing (RYMF)

1. Multiband Multifunction Array Development
2. Fully Adaptive Radar
3. Advanced Digital Multifunction Arrays

Laser Radar Technology (RYMM)

4. Laser Radar Imaging, Systems, Components, and Applications Passive Radio Frequency Sensing (RYMP)
5. Passive Radio Frequency Sensing

Distributed Radio Frequency Sensing (RYMS)

6. Waveform Phenomenology, Design and Applications
7. Sensor Information Processing and Integration

EO Target Detection & Surveillance (RYMT)

8. Passive Electro-optic and Infrared Sensor Technology
9. Novel EO/IR Hardware and Algorithms
10. Hyperspectral Imaging Technology
11. Standoff High Resolution Imaging (SHRI)
12. Infrared Search and Track Technology
13. Passive EO/IR Space-Based Sensing

Some or all elements of the research may be performed at AFRL facilities at Wright-Patterson Air Force Base (WPAFB) or at appropriate contractor facilities. The integration, test, and evaluation will be performed in appropriate facilities at AFRL, WPAFB. AFRL seeks and encourages small business participation as prime contractors, through teaming arrangements and/or as performers on individual task and subtask research activities.

Communication Between Prospective Offerors and Government Representatives: The acquisition team intends to manage communications in a manner best designed to facilitate the submittal of optimal proposals while not providing any unfair competitive advantages. Technical communications will be

managed by the Program Manager identified below. Technical questions may be addressed before and after BAA release. Questions determined to provide a competitive advantage will be answered via FedBizOpps. Dialogue between prospective offerors and Government representatives is encouraged until submission of white papers. Discussions with any of the points of contact shall not constitute a commitment by the Government to subsequently fund or award any proposed effort. Only Contracting Officers are legally authorized to commit the Government.

Address technical questions to the Technical POC: LaMar Westbrook, Program Manager, AFRL/RYMF ; Lamar.westbrook.1@us.af.mil. Postal Delivery Address: 2241 Avionics Circle, Bldg. 600, Wright-Patterson AFB OH, 45433-7333.
Address contracting questions to the Contracting POC: Jamie Jones-Brooks, Limited Contracting Officer, AFRL/RYKSE, jamie.jones-brooks@us.af.mil (385) 634-5319 or Travis L White, Contracting Officer, AFRL/RYKSE, travis.white.17@us.af.mil, (385) 636-2352, Bldg 45, 2130 8th St., Wright-Patterson AFB, OH 45433-7541.

Full Text Announcement

I. Program Description: Air Force Research Laboratory, Sensors Directorate, Multi-spectral Sensing and Detection Division (AFRL/RYM), is soliciting white papers (and later technical and cost proposals) on the following research effort:

1. **Statement of Objective/Description of Technical Area(s)**: The objective of this BAA is to advance the technology and/or increase knowledge and understanding of:
   - **a.** Multiband Multifunction Array Development
   - **b.** Fully Adaptive Radar
   - **c.** Advanced Digital Multifunction Arrays
   - **d.** Laser Radar Imaging, Systems, Components, and Applications
   - **e.** Passive Radio Frequency Sensing
   - **f.** Waveform Phenomenology, Design and Applications
   - **g.** Sensor Information Processing and Integration
   - **h.** Passive Electro-optic and Infrared Sensor Technology
   - **i.** Novel EO/IR Hardware and Algorithms
   - **j.** Hyperspectral Imaging Technology
   - **k.** Standoff High Resolution Imaging (SHRI)
   - **l.** Infrared Search and Track Technology
   - **m.** Passive EO/IR Space-Based Sensing

   The complete Statement of Objective (SOO) is Attachment 10 to this BAA.

2. **Within Scope Modifications:** Potential offerors are advised that due to the inherent uncertainty of research and development efforts, awards resulting from this announcement may be modified during performance to make within scope changes, to include but not limited to, modifications which increase overall contract ceiling amount.

3. **Deliverable Items:**
   a. Data Items: See attached DD Form 1423-1 CDRLS (Attachment 6).
   b. Software: Software deliverables to be determined (TBD) based on proposal, if applicable.
   c. Hardware: Hardware deliverables to be determined (TBD) based on proposal, if applicable.
   d. Other: See applicable SOO, Attachment 10.

4. **Schedule**:
   a. Individual Awards: 12-48 month Period of Performance per contract
   b. Overall Effort: 60 months Period of Performance
   c. Data Items: Specified on individual CDRL(s)
   d. Software: Software deliverables date to be determined (TBD), if applicable.
   e. Hardware: Hardware deliverables date to be determined (TBD), if applicable.

5. **Other Requirements:**
   a. This effort may require a SECRET facility clearance and SECRET safeguarding capability. A solicitation-ready DD254 is included as Attachment 5. See DD254 -- Offerors must verify their Cognizant Security Office information is current with Defense Security Service (DSS) at www.dcsa.mil.
   b. Program Security Classification: If a DD254 is applicable, offerors must verify their Cognizant Security Office information is current with Defense Counterintelligence and Security Agency (DCSA) at www.dcsa.mil.
   d. OPSEC: General OPSEC procedures, policies and awareness are required in an effort to reduce program vulnerability from successful adversary collection and exploitation of critical information. OPSEC will be applied throughout the lifecycle of the contract. The Critical Information List will be provided upon request by the AFRL/RYOY Information Protection Office. While working on the government installation OPSEC will be provided by the AFRL/RYOY Information Protection Office. The contractor shall participate with the Government in the development of a Program Protection Plan (PPP), to include the identification of Critical Program Information (CPI), and shall also participate with the Government in determining countermeasures needed to safeguard the CPI throughout the acquisition process. The contractor shall plan for and execute program protection in accordance with the PPP and program guidance.
   e. Export Control: Information involved in this research effort **may** be subject to Export Control (International Traffic in Arms Regulation (ITAR) 22 CFR 120-131, or Export Administration Regulations (EAR) 15 CFR 710-774). If effort may be subject to export control, then a Certified DD Form 2345, Militarily Critical Technical Data Agreement, will be required to be submitted with proposal.
   f. Export-Controlled Items: As prescribed by R-DFARS 225.7901-4, R-DFARS 252.225-7048, "Export-Controlled Item (JUN 2013)" is contained in this solicitation. This clause shall be contained in ALL resulting contracts.

6. **Other Information:**
   a. Government Furnished Property (GFP) availability: Government Furnished Property (GFP) is not anticipated but may be available if

the use is found in the best interest of the Government. As a result, the following clauses/provisions apply:

i. RFO 52.245-1 Government Property or RFO 52.245-1, Alt II if the resulting contract is with a nonprofit organization or applied research at nonprofit organizations (SEP 2021),

ii. RFO 52.245-9 Use and Charges (APR 2012),

iii. RFO 52.245-2 Government Property Installation Operation Services (Apr 2012)

iv. R-DFARS 252.245-7003, Contractor Property Management System Administration (Jan 2025)

v. R-DFARS 252.245-7005 Management and reporting of Government Property (Jan 2024)

b. Base Support/ Network Access: Base Support/Network access is not anticipated to be made available under this contract. If contractor determines use of available base support to be in their best interest, it *must* be included as such in the white paper and proposal.

Use of available base support will not be assumed during technical evaluation unless proposed.

i. Available Base Facilities: Office Space, Base Computer/Network Access, and RYM Laboratories, Wright Patterson AFB, Bldg. 620.

ii. Voluntary Protection Program (VPP)*:* Wright-Patterson AFB is participating in and is pursuing recognition under the Occupational Safety and Health Administration's (OSHA) Voluntary Protection Program (VPP), VPP is a systems approach to identify, evaluate, prevent, and control occupational hazards to prevent injuries/illnesses by promoting effective worksite safety and health protection. VPP is required for applicable contractors defined as "contractors working on an Air Force Installation for more than 1,000 hours per quarter to include construction and services contracts." Contractors are responsible for managing their own safety and health program (Public Law 91-596). Contractors are advised to become familiar with VPP and how their performance is linked to the installations pursuit of VPP recognition at the OSHA website, http://www.osha.gov/dcsp/vpp/index.html. Applicable contractors are required to submit three years of Total Case Incidence Rate (TCIR)/Day Away, Restricted and/or Transfer Case Rate (DART) data with their proposal for the government's evaluation. The TCIR and

DART are the number of recordable injuries and illness cases per 100 fulltime employees resulting in days away from work, restricted work activity, and/or job transfer that a site has experienced in a given timeframe. Instructions for computing the TCIR and DART data can be found at the OSHA website. Contractors must also provide a copy of their Safety and Health Plan and corresponding site checklist with their proposal which must be accepted by the installation safety officer prior to contract performance. The contractor's plan shall include appropriate measures to ensure the contractor reacts promptly to investigate, correct and track alleged safety and health violations and/or uncontrolled hazards in contractor work area. Additionally, installation specific references and policies may be included/attached. The plan shall:

a) Demonstrate management commitment to employee safety and health;
b) Identify the application of the safety and health plan to subcontractor;
c) Identify the roles and responsibilities of the following individuals: Management, Supervisors, Employees, and Safety Coordinator;
d) Identify applicable safety rules and regulations;
e) Include a worksite hazard analysis to include base-line hazard identification and required control measures;
f) Identify a job site analysis to include hazards of tasks required to control measures;
g) Identify employee safety and health training requirements and the documentation process;
h) Include a workplace inspection frequency, to include identifying the individual conducting the inspections;
i) Include employee hazard reporting procedures;
j) Identify individual(s) responsible for corrective actions hazards;
k) Identify first aid/injury procedures;
l) Identify procedures for accident investigation and reporting;
m) Identify emergency response procedures; and
n) Identify the process for tracking controlled hazards in contractor work areas.

An applicable contractor is responsible for establishing these requirements for all subcontractors who qualify as applicable contractors under the resulting contract. In addition, applicable contractors will be required to submit their TCIR and DART rates and OSHA Form 300A annually to the contracting office for consolidation and submission as part of the installation's annual

VPP Safety and Health Management report. TCIR and DART rates are due by the 15th of January of each year.

The following clause will be included in the resultant Contract:

VOLUNTARY PROTECTION PROGRAM AND INCORPORATION OF SAFETY AND HEALTH PLAN (JAN 2010)

1. The contractor accepted Safety and Health Plan dated **TBD**_ is hereby incorporated by reference.

2. Voluntary Protection Program (VPP) applies only to contractors whose employees work more than 1,000 hours per quarter on a government installation. VPP requires that contractors provide their employees safety and health protection equal in quality to that provided to Air Force employees. Contractors are responsible for managing their safety and health program ensuring that the safety and health rules of the installation are followed, and flowing down VPP requirements to all subcontractors whose employees work for more than 1,000 hours per quarter on a government installation under their agreement.

3. Contractors shall provide their Total Case Incidence Rate (TCIR) and Day Away, Restricted, and or Transfer Case Rate (DART) data and OSHA Form 300A annually by the 15th of January to the Contracting Officer to inclusion in the installation's annual VPP Safety and Health Management Report

c. Multiple awards subject to Fair Opportunity are not anticipated

d. Data Rights Desired:

(1) Noncommercial Technical Data: Unlimited Rights

(2) Noncommercial Computer Software (NCS): Unlimited Rights

(3) NCS Documentation: Unlimited Rights

(4) Commercial Computer Software Rights: Customary Commercial License consistent with Federal statutes and regulations

The Air Force Research Laboratory is engaged in the discovery, development, and integration of warfighting technologies for our air, space, and cyberspace forces. As such, rights in noncommercial technical data and NCS developed or delivered under this contract are of significant concern to the Government. The Government will therefore evaluate any restrictions on the use of noncommercial technical data, NCS, and NCS documentation which could result in transition difficulty or less-than full and open competition for subsequent development of this technology.

In accordance with R-DFARS 252.227-7989 (CD 2026-O0036), the Government shall receive unlimited rights in all noncommercial technical data and computer software developed exclusively with Government funds.

In accordance with R-DFARS 252.227-7989 (CD 2026-O0036), the Government shall receive Government Purpose Rights in all noncommercial technical data and computer software developed with mixed funding. "Developed with mixed funding" means, "development was accomplished partially with costs charged to indirect cost pools and/or costs not allocated to a government contract, and partially with costs charged directly to a government contract. Offerors that propose delivery of noncommercial technical data, NCS, or NCS documentation subject to Government Purpose Rights should fully explain how a portion of the data was developed at private expense. Specifically, offerors must explain what noncommercial technical data, NCS, or NCS documentation developed with costs charged to indirect cost pools and/or costs not allocated to a Government contract will be incorporated, how the incorporation will benefit the program, and address whether those portions or processes are segregable.

Offerors that propose delivery of noncommercial technical data with Limited Rights, NCS with Restricted Rights, or NCS documentation with Limited Rights will be considered. Proposals should fully explain what noncommercial technical data, NCS, or NCS documentation developed with costs charged to indirect cost pools and/or costs not allocated to a Government contract will be incorporated and how the incorporation will benefit the program and whether those portions or processes are segregable.

Offerors shall include the data rights assertions as required by R-DFARS 252.227-7992 (DEVIATION 2026-O0036), Identification and Assertion of Restrictions on the Government's Use, Release, or Disclosure of Technical Data or Computer Software. The assertions list is included in Section K and due at time of proposals. Assertions must be completed with specificity. Each assertion must identify the technical data or computer software to be delivered and the associated item, component, or process developed exclusively or partially at private expense to which it pertains. Nonconforming data rights assertion lists will not be accepted until submitted in accordance with R-DFARS 252.227-7992 (DEVIATION 2026-O0036).

Terms used in this section are defined in the clauses at R-DFARS 252.227-7989 (DEVIATION 2026-O0036), Rights in Technical Data-Noncommercial Items and Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation.

THIRD PARTY SOFTWARE (COMMERCIAL AND NONCOMMERCIAL):

If any such software, noncommercial or commercial, is not reasonably identifiable at proposal submission, it must still be approved by the contracting officer prior to incorporation. This obligation to obtain pre-approval by the contracting officer, as described above, continues throughout contract administration.

Noncommercial Computer Software:

R-DFARS 252.227-7989 (DEVIATION 2026-O0036), describes requirements for incorporation of third party noncommercial copyrighted computer software and computer software documentation and is incorporated as follows:

> The Contractor shall not, without the written approval of the Contracting Officer, incorporate any copyrighted computer software or computer software documentation in the software or documentation to be delivered under this contract unless the Contractor is the copyright owner or has obtained for the Government the license rights necessary to perfect a license or licenses in the deliverable software or documentation of the appropriate scope set forth in R-DFARS 252.227-7989 (DEVIATION 2026-O0036), and prior to delivery of such—
>
> > (1) Computer software, has provided a statement of the license rights obtained in a form acceptable to the Contracting Officer; or
> >
> > (2) Computer software documentation, has affixed to the transmittal document a statement of the license rights obtained.

In addition, all noncommercial computer software will receive the appropriate level rights set forth in R-DFARS 252.227-7989 (DEVIATION 2026-O0036), which could include: Unlimited rights, GPR, Restricted Rights, or specifically negotiated license.

Commercial Computer Software:

For commercial computer software, the Government will neither accept nor execute a DD Form 250 for such software deliverables until the Contractor obtains from all third party software suppliers and/or vendors (Licensor) licenses for any commercial computer software to be delivered that are consistent with Federal Statutes, Federal Case Law, and Federal Regulations.

II. Award Information

1. **Anticipated Award Date:** Award dates will vary. White papers will be accepted for review through 20 January 2027.
2. **Anticipated funding** for the program (not per contract):

Listed in M's	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	Total $$
Total Amount	3.5	42	82.5	52	38	32	250

This funding profile is an estimate only and not a contractual obligation for funding. All funding is subject to change due to Government discretion and availability. Potential offerors should be aware that due to unanticipated budget fluctuations funding in any or all areas may change with little or no notice.

III. Eligibility Information

1. **Eligible Offeror**: This is an unrestricted solicitation. Small businesses are encouraged to propose on all or any part of this solicitation. Multiple-proposals to the 15 objectives are allowed.
2. **Cost Sharing or Matching**: Cost Sharing is not required, but is allowed.

3. **Federally Funded Research and Development Centers**: The following guidance is provided for Federally Funded Research and Development Centers (FFRDCs) contemplating submitting a proposal, as either a prime or subcontractor. RFO 35.403(b)(4) prohibits an FFRDC from competing with any non-FFRDC concern in response to a Federal agency request for proposal for other than the operation of an FFRDC (with exceptions stated in R-DFARS R-DFARS 235.017(a)(2). There is no regulation prohibiting an FFRDC from responding to a solicitation. However, the FFRDC's sponsoring agency must first make a determination that the effort being proposed falls within the purpose, mission, general scope of effort, or special competency of the FFRDC, and that determination must be included in the FFRDC's proposal. In addition, AFRL must make a determination that the work proposed would not place the FFRDC in direct competition with domestic private industry. Only after these determinations are made, would a determination be made concerning the FFRDC's eligibility to receive an award.
4. **Government Agencies**: If a Government agency is interested in performing work, contact the Program Manager identified in the BAA. If those discussions result in a mutual interest to pursue your agency's participation, the effort will be pursued independent of this announcement.

5. **Other**:
   a. Foreign Participation: Foreign participation is not permitted at the prime level. However, foreign participation in basic research at the subcontracting level may be considered based on offerors proposal.

   b. Notice to Foreign-Owned Firms: Such firms are asked to immediately notify the Contracting Officer before deciding to respond to this announcement. Foreign contractors should be aware that restrictions might apply which could preclude their participation in this acquisition.

   Foreign disclosure reviews shall be performed before the release of information to the public on all acquisitions requiring disclosure of classified or export-controlled unclassified, including sensitive unclassified information.

   d. This acquisition involves data that are subject to export control laws and regulations. Only contractors who are registered and certified with the Defense Logistics Agency and have a legitimate business purpose may participate in this solicitation. Contact the U.S./Canada Joint Certification Program Office, Defense Logistics Agency, Logistics Information Services J34, HDI Federal Center, 74 Washington Avenue N., Battle Creek, Michigan 49037-3084, (1-877-352-2255)) or the Joint Certification Program Office (JCO) at JCP-ADMIN@DLA.MIL for further information on the certification process. You must submit a copy of your approved DD Form 2345, Militarily Critical Technical Data Agreement, with your proposal.

   e. There are no limits on the number of white papers/proposals an offeror may submit.
   f. You may be ineligible for award if all requirements of this solicitation are not met on the white paper (and later proposal) due date as identified above.

IV. White Paper / Proposal and Submission Information

1. **Overview**: This Announcement consists of a Two-Step Process described in detail below. White Papers/Proposals submitted shall be in accordance with this announcement. *There will be no other solicitation issued in regard to this requirement.* The Government intends to review white papers/proposals and award some, all, or none of the proposals received without negotiation/discussion; however, the Government reserves the right to negotiate with those offeror(s) whose proposal is selected for funding.

   ONLY WHITE PAPERS ARE BEING SOLICITED AT THIS TIME.

Offerors should be alert for any BAA amendments that may permit extensions to the white paper submission date.

For additional information, a copy of the Broad Agency Announcement (BAA) Guide for Industry is located at https://www.afrl.af.mil/Portals/90/Documents/HQ/BAA%20Ind%20Guide%202020.pdf?ver=7AivkWvoUoptKgypgCuIvw%3d%3d

2. **First Step (White Paper) Instructions**:

   a. General: The *FIRST STEP* requests a white paper and a rough order of magnitude (ROM) cost. The white paper shall include a discussion of the nature and scope of the research and the offeror's proposed technical approach. The Government will evaluate the white papers in accordance with the FIRST STEP evaluation criteria, set forth in Section V. below. Based on this evaluation, the Government will determine which of them have the potential to best meet the Air Force's needs. Offerors will be notified of the disposition of their white paper. It is anticipated that Government review of the white papers submitted will take **30** working days. Those offerors submitting white papers assessed as meeting Air Force needs will be asked to submit a technical and cost proposal. Those offerors not requested to submit a technical and cost proposal will be notified but may, however, still elect to submit a technical and cost proposal. An offeror submitting a proposal without first submitting a white paper **will not** be eligible for an award. The cost of preparing white papers in response to this Solicitation is not considered an allowable direct charge to any resulting or any other contract; however, it may be an allowable expense to the normal bid and proposal indirect cost as specified in RFO 31.205-18.

   b. Page Limitation: The White Paper shall be limited to **6** pages, prepared and submitted in Word format. Font shall be standard 10-point business font Arial. Character spacing must be "normal," not condensed in any manner. Pages shall be double-spaced (must use standard double-space function in Microsoft Word), double-sided (each side counts as one page), 8.5 by 11 inches, with at least one-inch margins on both sides, top and bottom. All text, including text in tables and charts, must adhere to all font size and line spacing requirements listed herein. Font and line spacing requirements do not have to be followed for illustrations, flowcharts, drawings, and diagrams. These exceptions shall not be used to circumvent formatting requirements and page count limitations by including lengthy narratives in such items. Pages shall be numbered starting with the cover page being Page 1, and the last page being no greater than Page **6**. The page limitation covers all information including indices, photographs, foldouts (counted as 1 page for each 8.5 by 11 portion) tables, charts, appendices, attachments, resumes, etc. The

Government will not consider pages in excess of these limitations. For electronic submissions, Offerors should submit electronic copies via email to the Contracting POC, identified in the Overview Information.

c. Format: The white paper will be formatted as follows:

(1) Section A: BAA Number, Title of Program, Name of Company, Business Size, Company's Commercial and Government Entity (CAGE) number, Unique Entity ID (UEI) number, Contracting POC and Technical POC with appropriate telephone numbers, fax numbers, and email addresses for the POCs. Classified level at which company is cleared, contactor address for forwarding classified material (name, address, zip code), cognizant security office (name, address, zip code), and offeror's security officer's name and telephone number). Add the following information;

(2) Section B: Period of Performance and Task Objectives;

(3) Section C: Technical Summary and Proposed Deliverables; and

(4) Section D: Cost of Task (Rough Order of Magnitude (ROM)).

d. Technical Portion: The technical portion of the white paper shall include a discussion of the nature and scope of the research and the offeror's proposed technical approach/solution. It may also include any proposed deliverables. Resumes, descriptions of facilities and equipment, a proposed Statement of Work are not required at this point.

e. Cost Portion: The cost portion of the white paper shall include a ROM cost estimate. No detailed price or cost support information should be forwarded; only a time-phased bottom line figure should be provided.

f. Other Information: Multiple white papers within the purview of this announcement may be submitted by each offeror. If the offeror wishes to restrict its white papers, they must be marked with the restrictive language stated in RFO 52.215-1(e).

g. White Paper/Proposal Content Summary: You may be ineligible for award if all requirements of this solicitation are not met on the proposal due date.

3. **Second Step (Proposal) Instructions**:

Note: *If you intend to submit a proposal for an assistance instrument, go to Attachment 1 which discusses how to find the assistance opportunity, prepare the cover page, and complete the certification. This section also provides the process for electronic submission of proposals for assistance instruments that may be submitted in addition to BAA Section IV Paragraph 3.a.(5).*

a. **General Instructions**:

(1) The *SECOND STEP* consists of offerors submitting a technical and cost proposal within **30** working days of the proposal request. After

receipt, proposals will be reviewed in accordance with the award criteria in Section V. below. Proposals will be categorized and subsequently selected for negotiations.

(2) Offerors should apply the restrictive notice prescribed in RFO 52.215-1(e) Instructions to Offerors—Competitive Acquisition. Offerors should consider proposal instructions contained in the Broad Agency Announcement (BAA) Guide for Industry, which can be accessed on line at https://www.afrl.af.mil/Portals/90/Documents/HQ/BAA%20Ind%20Guide%202020.pdf?ver=7AivkWvoUoptKgypgCuIvw%3d%3d. This guide is specifically designed to assist the offeror in understanding the BAA proposal process.

(3) Technical/management and cost/business volumes should be submitted in separate volumes and must be valid for 180 days.

(4) Proposals must reference the announcement number FA8650-21-S-1180 and relevant research area(s) from the Statement of Objectives (SOO), Attachment 10.

(5) If offerors prefer to submit a hard copy proposal *(in lieu of electronic proposal submission)*, the offerors must submit one-original and *3* hard copies of their proposals to the Contracting POC.

(6) If offerors prefer to submit a hard copy proposal *(in lieu of electronic proposal submission)*, the offerors must include *2* identical CDs in Microsoft Office or Adobe format containing all electronic versions of required submittals. All electronic versions must match the hard copies. If there is a discrepancy between hard copies and electronic copies, the hard copies will take precedence.

a) The cost file(s) spreadsheets must be in Microsoft Excel and include the formulas for calculating cost element bases (i.e., G&A, O/H, etc.)

b) The CDs should be labeled with the company name and proposal title.

(7) Offerors are advised that only Contracting Officers are legally authorized to contractually bind or otherwise commit the Government.

(8) The cost of preparing proposals in response to this BAA is not considered an allowable direct charge to any resulting or any other contract; however, it may be an allowable expense to the normal bid and proposal indirect cost as specified in RFO FAR 31.205-18.

(9) Classified Proposal*:* Offerors are encouraged to keep all elements of the proposal package unclassified. In the rare case where an offeror has a need to submit a classified appendix, please contact the technical POC listed in Section VII for delivery instructions.

b. **"C" Type contracts are anticipated and are the preferred contract type for this effort. However, if an offeror chooses to propose an**

IDIQ type contract then they must propose/submit each of the following to be considered for an IDIQ award:

(1) Basic IDIQ

a) Basic IDIQ proposal-Technical and Management

b) Basic IDIQ Statement of Work (SOW) in response to applicable Statement of Objectives (SOO)

c) Basic IDIQ Business Proposal (including Subcontracting Plan, if applicable, in accordance with RFO Part 19)

(2) Task Order (T.O.) 0001

a) T.O. 0001 Proposal-Technical and Management

b) T.O. 0001 SOW in response to applicable SOO

c) T.O. 0001 Cost (T.O. only) and Business Proposal

(3) T.O. 0002

a) T.O. 0002 Proposal-Technical and Management

b) T.O. 0002 SOW in response to applicable SOO

c) T.O. 0002 Cost (T.O.s only) and Business Proposal

c. **Technical/Management Proposal**:

(1) Page Limitations: The following describes proposal page limitations:

a) The Technical/Management Proposal shall be limited to *35* pages. Technical/Management proposals and Statements of Work must be provided in Microsoft Word. Signed pages may be submitted in Adobe.

b) *If submitting an IDIQ proposal,* the Technical/Management Proposal shall be limited *to* **20 pages for the Basic IDIQ;** and the Technical/Management Proposal shall be limited to *15* **pages each for T.O. 0001 and T.O. 0002** with the pages, prepared and submitted in Microsoft Word format.

c) Font shall be standard 10-point business font Arial.

d) Character spacing must be "normal," not condensed in any manner.

e) Pages shall be double-spaced (must use standard double-space function in Microsoft Word), double sided (each side counts as one page), 8.5 by 11 inches, with at least one-inch margins on both sides, top and bottom.

f) All text, including text in tables and charts, must adhere to all font size and line spacing requirements listed herein. Font and line spacing requirements do not have to be followed for illustrations, flowcharts, drawings, and diagrams. These exceptions shall not be used to circumvent formatting requirements and page count limitations by including lengthy narratives in such items.

g) Pages shall be numbered starting with the cover page being Page 1, and the last page being no greater than Page **35**. The page limitation covers all information including indices, photographs,

foldouts (counted as 1 page for each 8.5 by 11 portion) tables, charts, appendices, attachments, resumes, etc.

h) The proposal page limit does not include the offeror's proposed Statement of Work (SOW); however, the same formatting rules apply to the SOW, which is limited to **10** pages.

i) **Please Note: The Government will check the proposal and SOW for conformance to the stated requirements. Any pages in excess of the stated page limitation after the format check will not be considered for review purposes.**

(2) The Technical/Management proposal(s) shall include a discussion of the nature and scope of the research and the technical approach. Additional information on prior work in this area, descriptions of available equipment, use of base support (if desired), data and facilities and resumes of personnel who will be participating in this effort should also be included as attachments to the technical proposal. This volume shall include a SOW detailing the technical tasks proposed to be accomplished under the proposed effort and suitable for contract incorporation. ***Do not include any proprietary information in the SOW.*** Refer to the BAA Guide for Industry referenced above to assist in SOW preparation. In addition to the contractor proposed SOW, a Government generated SOW attachment containing additional contracting requirements will be included in any resulting contracts. The SOO is included as Attachment 10 to this BAA.

(3) Any questions concerning the technical proposal or SOW preparation shall be referred to the Technical POC.

d. **Cost/Business Proposal**:

(1) Separate the proposal into a business section and cost section.

a) See Attachment **2** for the Model Contract. Note that the document awarded may include contract line items (CLINs)/clauses/articles in addition to those in the model, and/or some of the CLIN/clauses/articles in the model may be deleted, depending on the specific circumstances of the individual award. Any additions or deletions will be negotiated with the offeror prior to award.

b) The business section should contain all business aspects to the proposed contract, such as type of contract, any exceptions to terms and conditions of the announcement including the model contract, any information not technically related, etc. Provide rationale for exceptions.

c) Associate Contractor Agreements: Associate Contractor Agreements (ACAs) are agreements between contractors working on

Government contracts that require them to share information, data, technical knowledge, expertise, or resources. The contracting officer may require ACAs when contractors working on separate Government contracts must cooperate, share resources or otherwise jointly participate in working on contracts or projects. Prime contractor to subcontractor relationships do not constitute ACAs. For each award, the contracting officer will identify associate contractors with whom agreements are required.

d) Identify any technical data that will be delivered with less than unlimited rights.

e) Subcontracting Plans: For efforts to exceed $900,000, Subcontracting Plans shall be submitted in the cost/business proposal. Reference RFO FAR 52.219-9 and R-DFARS 219.704 for subcontracting plan requirements. Small business concerns are exempt from this requirement. If an IDIQ contract arrangement is anticipated, the basis for the subcontracting plan should reflect the entire ceiling amount.

f) Limitations on Pass-Through Charges: As prescribed in FAR RFO FAR 15.110(v)(1) and RFO FAR 15.110(v)(2)(i), provisions RFO FAR 52.215-22, "Limitations on Pass Through Charges- Identification of Subcontract Effort (Oct 2009)," apply.

g) Completed Certifications and Representations (Section K) are due with the proposal. Certifications and Representations (Section K) can be found at Attachment 3. Offerors may also be required to submit updated or supplemental Certifications and Representations based on the specifics of their proposal.

h) If an offeror proposes the use of Government Furnished Property (GFP), other than GFP identified in the BAA, the offer must specifically identify each piece of GFP in the Cost/Business Proposal and propose and substantiate a rental cost for evaluation purposes in accordance with RFO FAR 45.202. Include the following information in the proposal:

   (i) A list describing all Government property that the offeror or its subcontractors propose to use on a rent-free basis. The list shall identify the accountable contract under which the property is held and the authorization for its use (from the contracting officer having cognizance of the property);
   (ii) The dates during which the property will be used and, for any property that will be used concurrently in performing two or more contracts, the amounts of the respective uses in sufficient detail to support prorating the rent;
   (iii) The amount of rent that would otherwise be charged in accordance with RFO FAR 52.245-9, Use and Charges; and
   (iv) The voluntary consensus standard or industry leading practices and standards to be used in the management of Government

property, or existing property management plans, methods, practices, or procedures for accounting for property.

(2) **Cost Element Breakdown:** Clear, concise, and accurate cost proposals reflect the offeror's financial plan for accomplishing the effort contained in the technical proposal. As a part of its cost proposal, the offeror shall submit the information outlined below, together with supporting breakdowns. All direct costs (labor, material, travel, computer, etc.) as well as labor and overhead rates should be provided by contractor fiscal year (CFY). Detailed cost element breakdowns by Government Fiscal Year or calendar year are not required. The supporting schedules may include summary level estimating rationale used to generate the proposed costs. The cost element breakdown(s) should include the following if applicable.

a) **Direct Labor**: Direct labor should be detailed by number of labor hours by category of labor.

b) **Labor and Overhead Rates**: Direct labor hours, with their applicable rates, must be broken out and the bases used clearly identified. The source of labor and overhead rates and all pricing factors should be identified. For instance, if a Forward Pricing Rate Agreement (FPRA) is in existence, that should be noted, along with the Administrative Contracting Officer's (ACO's) name and telephone number. If the rates are based on current experience in your organization, provide the historical base used and clearly identify all escalation, by year, applied to derive the proposed rates. If computer usage is determined by a rate, identify the basis used and rationale used to derive the rate.

c) **Material/Equipment:** List all material/equipment items by type and kind with associated costs and advise if the costs are based on vendor quotes, data and/or engineering estimates; provide copies of vendor quotes and/or catalog pricing data.

d) **Subcontractor Costs**: Submit all subcontractor proposals and analyses with your cost proposal (See RFO FAR 15.404-3(b)). If the subcontractor will not submit cost and pricing information to the offeror, this information must be submitted directly to the Government for analysis. On all subcontracts and interdivisional transfers, provide the method of selection used to determine the subcontractor and the proposed contract type of each subcontract. An explanation shall be provided if the offeror proposes a different amount than that quoted by the subcontractor. The offeror's proposal must:

(i) Identify principal items/services to be subcontracted.

(ii) Identify prospective subcontractors and the basis on which they were selected. If non-competitive, provide selected source justification.

(iii) Identify the type of contractual business arrangement contemplated for the subcontract and provide rationale

(iv) Identify the basis for the subcontract costs (e.g., firm quote or engineering estimate, etc).

(v) Identify the cost or pricing data submitted by the subcontractor.

(vi) Provide an analysis of the proposed subcontract in accordance with RFO FAR 15.404-3(b). Provide an analysis concerning the reasonableness, realism and completeness of each subcontractor's proposal. If the analysis is based on comparison with prior prices, identify the basis on which the prior prices were determined to be reasonable. The analysis should include, but not be limited to, an analysis of: materials, labor, travel, other direct costs and proposed profit or fee rates.

e) **Special Tooling or Test Equipment:** When special tooling, and/or test equipment is proposed, attach a brief description of items and indicate if they are solely for the performance of this particular contract or project and if they are or are not already available in the offeror's existing facilities. Indicate quantities, unit prices, whether items are to be purchased or fabricated, whether items are of a severable nature and the basis of the price. These items may be included under Direct Material in the summary format.

f) **Consultants:** When consultants are proposed to be used in the performance of the contract, indicate the specific project or area in which such services are to be used. Identify each consultant, number of hours or days to be used and the consultant's rate per hour or day. State the basis of said rate and give your analysis of the acceptability of the consultant's rate.

g) **Travel:** Travel costs must be justified and related to the needs of the project. Identify the number of trips, the destination and purpose. Travel costs should be broken out by trip with number of travelers, airfare, per diem, lodging, etc.

h) **Computer Use:** Detail the amount and kind of computer usage, the cost, and how the costs were derived.

i) **Facilities Capital Cost of Money:** If Facilities Capital Cost of Money is proposed, a properly executed DD Form 1861 is required.

j) **Project Funding Profile:** Offerors should include a project funding profile by Government Fiscal Year (GFY) (1 Oct through 30 Sept) for budgetary purposes. This will enable the Government to easily identify program funding needs by GFY.

k) If an offeror takes exceptions to the requirements called out in the announcement (e.g., base support, Government-furnished property (GFP), CDRLs), the exceptions should be clearly stated in the cost proposal.

l) **Forward Pricing Rate Agreements:** Offerors who have forward pricing rate agreements (FPRA's) and forward pricing rate recommendations (FPRR's) should submit them with their proposal.

m) Cost/Business proposals have no page limitations.

e. **Proposal Content Summary**: You may be ineligible for award if all requirements of this solicitation are not met on the proposal due date.

3. **Funding Restrictions**: The cost of preparing proposals in response to this announcement is not considered an allowable direct charge to any resulting contract or any other contract, but may be an allowable expense to the normal bid and proposal indirect cost specified in RFO FAR 31.205-18.

V. White Paper / Proposal Review Information

1. **FIRST STEP – White Paper Peer or Scientific Review Criteria:** The Government will review White Papers to determine which of them have the potential to best meet the Air Force's needs based on the following criteria, which are listed in **equal** order of importance:

   a. Is the technical approach consistent with the technologies listed in the BAA?
   b. Is the research of interest to the government?
   c. Does the approach offer new and creative solutions and/or advances in knowledge, understanding, technology, and the state of the art?
   d. Is appropriate funding available based on ROM?

2. **SECOND STEP – Proposal Peer or Scientific Review Criteria**: Proposals will be reviewed against the criteria listed below. The technical aspect, which is ranked as the first order of priority, shall be reviewed based on the following criteria that are of **descending** order of importance.

   a. **Technical**:

      (1) Unique and innovative approach proposed to accomplish the technical objectives. New and creative solutions and/or advances in knowledge, understanding, technology, and the state of the art.

      (2) The offeror's understanding of the scope of the technical effort.

      (3) Soundness of the offeror's technical approach including whether the proposal identifies major technical risks, clearly defines feasible mitigation efforts, and demonstrates related experience and qualifications of technical personnel.

(4) The potential to transition the research and development deliverables to future Government needs. Any proposed restriction on technical data or computer software will be considered.

(5) Availability (from any source) of necessary research, test, laboratory, or shop facilities.

b. **Cost/Price**: The cost/price criterion includes the realism of the proposed cost. Cost/Price is a substantial factor, but ranked as the second order of priority. (If an offeror proposes the use of GFP other than any GFP identified in this BAA, and that proposed GFP provides the offeror an unfair competitive advantage, then RFO FAR 45.202 requires rental equivalent be applied to the Cost Factor for evaluation purposes only).

3. **SECOND STEP / PROPOSAL - Review and Selection Process**

a. **Categories**: Based on the Peer or Scientific Review, proposals will be categorized as Selectable or Not Selectable (see definitions below). The selection of one or more sources for award will be based on the Peer or Scientific Review, as well as importance to agency programs and funding availability.

(1) **Selectable:** Proposals are recommended for acceptance if sufficient funding is available

(2) **Not Selectable:** Even if sufficient funding existed, the proposal should not be funded.

Note: The Government reserves the right to award some, all, or none of proposals. When the Government elects to award only a part of a proposal, the selected part may be categorized as Selectable, though the proposal as a whole may not merit such a categorization.

b. No other criteria will be used.

c. Prior to award of a potentially successful offer, the Contracting Officer will make a determination regarding price reasonableness.

VI. Award Administration Information

1. **Award Notices**: Offerors will be notified whether their proposal is recommended for award on or about *30 working days from date of proposal*. The notification is not to be construed to mean that any contract or assistance award is assured, as availability of funds and successful negotiations are prerequisites to any award.

2. **Administrative and National Policy Requirements**: See Section I.

3. **Reporting:** For reporting requirements and frequency, refer to attached Contract Data Requirement List (CDRLs), Attachment 6.

VII. Other Information

1. **Acquisition of Commercial Items**: Based upon market research, the Government is not using the policies contained in Part 12, Acquisition of Commercial Items, in this solicitation. However, interested offerors may identify to the Contracting Officer their interest and capability to satisfy the Government's requirement with a commercial item within 15 days of this notice.

2. **Support Contractors:** Only Government employees will participate in Peer or Scientific Reviews. Offerors are advised that employees of commercial firms under contract to the Government may be used to administratively process proposals, monitor contract performance, or perform other administrative duties requiring access to other contractors' proprietary information. These support contracts include nondisclosure agreements prohibiting their contractor employees from disclosing any information submitted by other contractors or using such information for any purpose other than that for which it was furnished.

3. **Feedback Sessions:**

   a. **Contracts:** When requested, a Feedback Session will be provided with content consistent with the procedures that govern BAAs (RFO FAR 35.102). The process will follow the time guidelines outlined in the award notice described in Paragraph VI.1.

   b. **Assistance Instruments:** When requested, an informal feedback session will be provided. The process will follow the time guidelines outlined in the award notice described in Paragraph VI.1.

4. **Item Unique Identification and Valuation.** It is DoD policy that contractors shall be required to identify the Government's unit acquisition cost for all deliverable end items for which Item Unique Identification applies. Therefore, proposals must clearly break out the unit acquisition cost for any deliverable items. See R-DFARS 211.274-3, Policy for Valuation, for more

information. (Per DoD, "fully burdened unit costs" to the Government would include all direct, indirect, G&A costs, and an appropriate portion of fee).

5. **Pre-Award Clearance:** ~~Pursuant to FAR 22.805, a preaward clearance must be obtained from the U.S. Department Of Labor, Employment Standards Administration, Office Of Federal Contract Compliance Program's (OFCCP) prior to award of a contract (or subcontract) of $10,000,000 or more unless the contractor is listed in OFCCP's National Preaward Registry https://ofccp.dol-esa.gov/preaward/pa_reg.html. Award may be delayed if you are not currently listed in the registry and the contracting officer must request a preaward clearance from the OFCCP.~~

   Removed in accordance with Class Deviation 2025-O0003 Restoring Merit-Based Opportunity in Federal Contracts

6. **Updates of Publicly Available Information Regarding Responsibility Matters:** Any contract or assistance award that exceeds $600,000; and when offeror checked "has" in paragraph (b) of the provision FAR 52.209-7, shall contain the clause/article, RFO FAR 52.209-9 "Updates of Publicly Available Information Regarding Responsibility Matters."

7. Offerors are required to submit the completed provision at DFARS 252.215-7009 Proposal Adequacy Checklist with their proposal (Attachment 4).

8. **White Paper / Proposal Reminders**: You may be ineligible for award if all requirements of this solicitation are not met on the proposal due date.

   a. ***Step One***: White Papers are due to the Contracting POC.
   b. ***Step One***: White Papers are due no later than the due date and time specified in this announcement.
   c. ***Step One and Step Two***: White Paper and Proposal page limits are strictly enforced.
   d. ***Step One and Step Two***: White Papers and Proposals must be submitted in the format specified.
   e. ***Step Two:*** Proposals are due to the Contracting POC.
   f. ***Step Two:*** The Cost/Business Proposal must contain all information described in the Cost/Business Proposal Submission Section.
   g. ***Step Two:*** Offerors other than small businesses must include a subcontracting plan.
   h. ***Step Two:*** Offerors who have Forward Pricing Rate Agreements (FPRA's) or Forward Pricing Rate Recommendations (FPRR's) should submit them with their proposal.
   i. ***Step Two:*** If a DD254 is applicable, offerors must verify their Cognizant Security Office information is current with Defense Counterintelligence and Security Agency (DCSA) at www.dcsa.mil.

j. ***Step Two**:* If effort is subject to export control, offerors must submit a Certified DD Form 2345, Militarily Critical Technical Data Agreement, with proposal.

List of Attachments:

1. Proposals for Assistance Instruments
2. Model Contract
3. Section K- Representations and Certifications
4. Proposal Adequacy Checklist
5. DD 254
6. CDRLs
7. ANSI Guide
8. Payment Instructions
9. Standard Form 298 and instructions
10. Statement of Objective(SOO)
11. Statement of Work (SOW) Supplemental Requirements

Attachment 1

Supplemental Instructions for Assistance Instrument Proposals

I. **SF 424 (R&R) Forms:**

1. Cover Page: All proposals for assistance, whether submitted electronically or in hard copy must include an SF 424 (R&R) (Application for Federal Assistance) form as the cover page in leu of Attachment 11 - Worksheet-Research and Related Senior and Key Person.

2. STEM: To evaluate compliance with Title IX of the Education Amendments of 1972 {20 U.S.C. A§ 1681 Et. Seq.), the Department of Defense is collecting certain demographic and career information to be able to assess the success rates of women who are proposed for key roles in applications in STEM disciplines, consequently a Research & Related Senior/Key Person Profile (Expanded) Form and a Research & Related Personal Data Form must also be submitted.
    a. Research and Related Senior/Key Person Profile (Expanded) Form: For this form, the Degree Type and Degree Year fields will be used by DoD as the source for career information. In addition to the required fields on the form, applicants must complete these two fields for all individuals that are identified as having the project role of PD/Pl or Co-PD/Pl. Additional senior/key persons can be added by selecting the "Next Person" button.
    b. Research and Related Personal Data Form: This form will be used by DoD as the source of demographic information, such as gender, race, ethnicity, and disability information for the Project Director/Principal Investigator and all other persons identified as Co-Project Director{s)/Co-Principal lnvestigator(s). Each application must include this form with the name fields of the Project Director/Principal Investigator and any Co-Project Director(s)/Co-Principal lnvestigator(s) completed; however, provision of the demographic information in the form is voluntary. If completing the form for multiple individuals, each Co-Project Director/Co-Principal Investigator can be added by selecting the "Next Person" button. The demographic information, if provided, will be used for statistical purposes only and will not be made available to merit reviewers. Applicants who do not wish to provide some or all of the information should check or select the "Do not wish to provide" option.

3. For Institutions of Higher Education Applicants: The National Defense Authorization Act (NDAA) for FY 2019, Section 1286, pages 443-445, directs the Secretary of Defense to support protection of intellectual property, controlled information, key personnel, and information about critical technologies relevant to national security; and to limit undue influence,

including through foreign talent programs, by countries to exploit United States technology within the Department of Defense research, science and technology, and innovation enterprise **when an institution of higher education is the applicant** for defense research and engineering activities under a grant, cooperative agreement, or in the case of a technology investment agreement as a member of a consortium.

Applicants shall submit the information below for all key personnel (defined as all individuals who contribute in a substantive, measurable, and meaningful way to the scientific development or execution of the project) on the Research & Related Senior/Key Person Profile (Expanded) form:

- A list of all current projects the individual is working on, in addition to any future support the individual has applied to receive, regardless of the source.
- Title and objectives of the other research projects.
- The percentage per year to be devoted to the other projects.
- The total amount of support the individual is receiving in connection to each of the other research projects or will receive if other proposals are awarded.
- Name and address of the agencies and/or other parties supporting the other research projects.
- Period of performance for the other research projects.

This information will be used to support protection of intellectual property, controlled information, key personnel, and information about critical technologies relevant to national security and will be used to limit undue influence, including foreign talent programs, by countries that desire to exploit United States' technology within the DoD research, science and technology, and innovation enterprise.

Failure to submit this information may cause the proposal to be returned without further review, and DoD reserves the right to request further details from an applicant before making a final determination on funding the effort. This information does not count towards the overall proposal page limits in the BAA Section 5.1.

II. **System Award Management**: To apply for grants and other funding opportunities the applicant entity must be registered in the System for Award Management (SAM). Proposals will not be accepted through Grants.gov or other methods unless the entity is registered in SAM.

III. **Certifications:**

1. SAM: SAM is the central repository for common Government-wide financial assistance certifications and representations. Registration in SAM includes the acceptance of Certifications and Assurances. SAM may be accessed at:

https://SAM.gov. The Financial Assistance Certifications Report is an attestation that the entity will abide by the requirements of the various laws and regulations; therefore, as applicable, you are still required to submit any documentation, including the SF LLL Disclosure of Lobbying Activities (if applicable), and informing DoD of unpaid delinquent tax liability or a felony conviction under any Federal law. *(Note: Grant offices should include any other requirements, such as IRB certifications.)*

2. *Note to Agreements/Grants Officer: In the rare event that additional certification(s) or representation(s) are required (beyond those identified in SAM) due to law or regulations, specific DoD program needs, or as necessary to conduct business, you may add them as warranted by adding them as an attachment to the funding opportunity. For example, this will likely be necessary for Title III programs. If doing so, add the following statement here, or preface the Certification(s) or Representation(s) Attachment with the following statement:* "This program contains unique certifications and representations not identified in the SAM repository and are included as an attachment to this funding opportunity. By checking "I Agree" on the SF 424 Block 21 or the SF 424 (R&R) block 17 you agree to abide by the following statement: By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)"

IV. **Grants.gov:** If you are submitting an assistance instrument proposal, you may do so electronically through Grants.gov, in addition to submitting in accordance with BAA Section 5.1, but you are not required to submit via Grants.gov. *(The CO may request an email from the offeror be submitted notifying the Contracting POC when a proposal is submitted electronically via Grants.gov.)* If submitting through Grants.gov, detailed application submission and receipt instructions are contained on the Grants.gov website at https://grants.gov. The following includes a summary of those instructions but it is very important to view the complete instructions at https://grants.gov.

1. How to Register to Apply through Grants.gov

   a. Summary: Applicants should read the registration instructions carefully and prepare the information requested before beginning the registration process. Reviewing and assembling the required information before beginning the registration process will alleviate last-minute searches for required information. Organizations must have an active SAM registration, and Grants.gov account to apply for grants and other funding opportunities. Creating a Grants.gov account can be completed online in minutes, but SAM registrations may take additional time. Therefore, an organization's registration should be done in sufficient time to ensure it

does not impact the entity's ability to meet required application submission deadlines. Note: Go to the "Search Grants" tab on the grants.gov website to find the assistance opportunity

b. Instructions: Applicants can find complete instructions at: https://grants.gov. Under the "Applicants" drop down menu the following information can be found: How to Apply for Grants; Track My Application; Applicant Resources; Workspace Overview; Applicant Eligibility; Applicant Registration; Applicant Training; Applicant FAQs; etc. The following are some highlights from the information that can be found on the website.

1) Organizations Must Register with SAM.gov and Grants.gov:

a) SAM.gov: SAM.gov is a government-wide registry for organizations doing business with the Federal government. SAM.gov centralizes information about grant recipients and provides a central location for grant recipients to change organizational information. Grants.gov uses SAM.gov to establish organizational authority for its users and to provide Unique Entity Identification (UEI) numbers. Applicants must register with SAM.gov to obtain a UEI. This is assigned to all entities to do business with the Federal Government. Organizations will also need to designate an E-Business Point of Contact (EBiz POC). SAM registration must be renewed annually.

b) Grants.gov: After obtaining the UEI for the organization from SAM.gov, applicants must return to Grants.gov to continue registration. Your organization's EBiz POC must:

i. Create a Grants.gov account with the same email address as used in SAM.gov for the EBiz POC, and

ii. Add a profile with Grants.gov using the UEI obtained from SAM.gov.

2) Workspace Overview/Submitting an Application via Grants.gov: Workspace is the standard way for organizations to apply for federal grants in Grants.gov. Workshpace allows a grant team to simultaneously access and edit different forms within an application. Plus, the forms can be filled out online or offline. For instructions on how to apply for opportunities, refer to the Grant.gov website mentioned above. There are various training videos available to assist you.

a) Submit an Application via Workspace: An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page. Grants.gov

recommends submitting your application package at least 24-48 hours prior to the close date to provide you with time to correct any potential technical issues that may disrupt the application submission.

b) Track an Application via Workspace: After successfully submitting a workspace package, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the package. The number will be listed on the Confirmation page that is generated after submission. Using the tracking number, access the Track My Application page under the Applicants tab or the Details tab in the submitted workspace.

3) Training Resources: For additional training resources, including video tutorials, refer to the Applicants Training tab under the Applicants Drop Down menu on the Grant.gov site.

4) Applicant Support: Grants.gov provides applicants 24/7 support via the toll-free number 1-800-518-4726 and email at support@grants.gov. For questions related to the specific grant opportunity, contact the number listed in the application package of the grant you are applying for. If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number. The Support Center ticket number will assist the DoD with tracking your issue and understanding background information on the issue.