

Young Investigator Program (YIP)

Army Research Office (ARO) W911NF-17-S-0002-06

Prospective proposers are requested to submit white papers prior to the submission of a complete, more detailed proposal.

White Paper Preparation

1. White papers should state the potential advantage to the Army, present the offeror's technical approach, and identify physical products and data to be delivered to the Government and/or any equipment, information and support required from the Government, as well as the cost and proposed duration of the effort. Offerors should identify residual equipment or capabilities that, after demonstration, will remain property of the Government.
2. White papers are limited to five (5) pages plus the cover page and a one page addendum as discussed below. Evaluators will be advised that they are only required to review the white paper cover page and up to six pages including the addendum.
3. Combine all files and forms into a single PDF before submitting.

TECHNICAL INFORMATION:

1. A brief technical discussion of the effort's objective, approach, and level of effort shall be submitted. Also include the nature and extent of the anticipated results and, if known, the manner in which the work will contribute to the accomplishment of Army's mission and how this would be demonstrated.
2. The type of support, if any, that the offeror requests of the Government, such as facilities, equipment, demonstration sites, test ranges, software, personnel or materials, shall be identified as government furnished equipment (GFE), government furnished information (GFI), government furnished property (GFP), or government furnished data (GFD). Offerors shall indicate any Government coordination that may be required for obtaining equipment or facilities necessary to perform any simulations or exercises that would demonstrate the proposed capability.
3. As an addendum to the white paper, include biographical sketches (one page) of the key personnel who will perform the research, highlighting their qualifications and experience.
4. The cost portion of the white paper shall contain a brief cost estimate revealing all the component parts of the proposal, including research hours, burden, material costs, travel, etc.

RESTRICTIVE MARKINGS ON WHITE PAPERS:

1. Any proprietary data that the offeror intends to be used only by the Government for evaluation purchases must be identified. The offeror must also identify any technical data contained in the white paper that is to be treated by the Government as limited rights data. In the absence of such identification, the Government will assume to have unlimited rights to all technical data in the white paper. Records or data bearing a restrictive legend may be included in the white paper. It is the intent of the Army to treat all white papers as privileged information before the award and to disclose their contents only for the purpose of evaluation.
2. The offerors are cautioned, however, that portions of the white papers may be subject to release under terms of the Freedom of Information Act, 5 U.S.C. 552, as amended.

EVALUATION AND DISPOSITION OF WHITE PAPERS:

1. Evaluation Process: Offerors are advised that invitations for complete proposals will be made based on the initial white paper submission and the availability of funding. As stated above, the white paper will be evaluated for the concept's technical merit and potential contributions of the effort to the Army mission. Offerors whose white papers are evaluated as having significant technical merit may be invited to submit a complete detailed proposal. Care must be exercised to ensure that classified, sensitive, critical technologies are not included. If such information is required, appropriate restrictive markings and procedures should be applied.
2. Disposition Process: After completion of the evaluation, the offeror will be notified in writing of the results.

White Paper Submission

White papers must be emailed directly to the Technical Point of Contact. Include "BAA # W911NF-07-R-0003-06 WHITE PAPER" in the email subject line. White papers must be submitted in the following format but do not require any special forms:

Single PDF formatted file as an email attachment

Page Size: 8 ½ x 11 inches

Margins – 1 inch

Spacing – single

Font – Times New Roman, 12 point

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Submission Requirements Checklist

Form #	Items to be Contained in Form	Notes
<p style="text-align: center;">Army Research Office Proposal Cover Page</p> <p style="text-align: center;">ARO Form 51</p>	<p>Complete All Fields</p>	<p>Applicants must provide their Commercial and Government Entity (CAGE) Code</p>
<p style="text-align: center;">Table of Contents</p>	<p>Follow ARO TOC Formatting</p>	<p>Required</p>
<p style="text-align: center;">Statement of Disclosure Preference</p> <p style="text-align: center;">ARO Form 52A</p>	<p>Complete ARO form 52A for Universities</p>	
<p style="text-align: center;">R&R Form: Other Project Information</p> <p style="text-align: center;">OMB Number: 4040-0001</p>	<p>Complete as indicated</p>	
<p style="text-align: center;">Project Abstract</p>	<p>The abstract should include a statement of scientific objectives, methods to be employed, and the significance of the proposed effort to the advancement of scientific knowledge</p>	<p>Must not exceed one page (maximum of 4000 characters)</p>
<p style="text-align: center;">Project Description (Technical Proposal)</p>	<p>This section should contain the following main parts:</p> <ol style="list-style-type: none"> (1) Background, objectives, competing research, anticipated results, how the work will contribute to the Army's mission, describe any potential pitfalls and mitigation plans (2) A brief description of your organization (3) Names of other agencies or parting receiving the proposal and/or funding the proposed effort (4) A statement regarding possible impact, if any, of the proposed effort on the environment (5) A statement regarding the use of Class I and Class II ozone-depleting substances (6) Type of support, if any, requested by the applicant (e.g. facilities, equipment and materials) 	

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Biographical Sketch	<p>Required for all key personnel</p> <p>A. Relevant experience and employment history including a description of any prior Federal employment within one year preceding the date of proposal submission.</p> <p>B. List up to 5 publications most closely related to the proposed project and up to 5 other significant publications, including those being printed. Patents, copyrights, or software systems developed may be substituted for publications. Do not include additional list of publications, invited lectures, etc.</p> <p>C. List of persons, other than those cited in the publication list, who have collaborated on a project or a book, article, report or paper within the last 4 years. Negative reports should be indicated.</p> <p>D. Names of graduate and post graduate advisors and advisees</p>	Must not exceed 3 pages per investigator/personnel
Bibliography	A bibliography of pertinent literature is required.	Citations must be complete (including full name of author(s), title, and location in the literature) Citations must be complete (including full name of author(s), title, and location in the literature)
Current and Pending Support	<p>All project support from whatever source must be listed</p> <p>The information should include:</p> <p>(i) the project/proposal title and brief description</p> <p>(ii) the name and location of the organization or agency presently funding the work or requested to fund such work, (iii) the award amount or annual dollar volume of the effort</p> <p>(iv) the period of performance</p> <p>(v) a breakdown of the time required of the PI and/or other key personnel</p>	Include all projects requiring a portion of the PI's and other key personnel's time, even if they receive no salary support
Facilities, Equipment and other Resources	Include listing of facilities, equipment, and other resources already available to perform the research proposed.	
<p>Proposal Budget</p> <p>ARO Form 99</p>	<p>Include a budget for each year of support and a cumulative budget for the full term of requested support</p> <p>Include a signed summary budget page</p>	<p>This includes DD Form 1861, applicable</p> <p>Include Budget Justification for each year</p> <p>DO NOT make substitutions in</p>

		prescribed budget categories nor alter or rearrange the cost categories as they appear on the form
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Form #	Items to be Contained in Form	Notes
Appendices	If applicable, include: Research and Related Senior/Key Person Profile (Expanded) <u>OMB Number: 4040-0001</u> Research and Related Personal Data <u>OMB Number: 4040-0001</u>	