

1. Identification and Significance of the Problem or Opportunity.

Define the specific technical problem or opportunity addressed and demonstrate its significance. (one page)

2. Phase I Technical Objectives.

Enumerate the specific objectives of the Phase I work, including the questions it will try to answer in determining the feasibility of the proposed approach.

3. Phase I Work Plan.

Provide a detailed description of the Phase I approach. The plan should indicate what is planned, how and where the work will be carried out, a schedule of major events and the final product to be delivered. The Phase I effort should attempt to determine the technical feasibility of the proposed concept. The methods planned to achieve each objective or task should be discussed in detail. If a Phase I option is required or allowed by the contracting activity, the work plan should describe appropriate research activities that would commence at the end of Phase I, should the contracting activity elect to exercise the option. This section should be a substantial portion of the total proposal. (Objectives and Work Plan, 10-12 pages)

4. Related Work.

Describe significant activities related, directly or indirectly, to the proposed effort, including any activities conducted by the principal investigator, the proposing firm, consultants or others. Provide a short description of the work, the client for whom the work was performed (including a contact name and phone number) and date of project completion. (one page)

5. Relationship with Future Research or Research and Development.

State the anticipated results of the proposed approach if the project is successful and the significance of the effort in providing a foundation for possible Phase II research. Identify the applicable clearances, certifications and approvals that would be required to conduct Phase II testing and outline the plan for ensuring timely completion of these authorizations in support of Phase II research or R&D. (half page)

6. Commercialization Strategy.

Describe the firm's strategy for commercializing this technology in DoD, other federal agencies and/or private sector markets. Provide specific information on the market need the technology will address and the estimated size of the market. The commercialization strategy must also include a schedule showing the quantitative commercialization results from this SBIR project that the SBC expects to achieve and the anticipated timeline for those results. (one to two pages)

7. Key Personnel.

Identify key personnel who will be involved in the Phase I effort including information about education and experience directly related to the topic. As indicated below, identify any foreign citizens who are expected to be involved on this project as direct employees, subcontractors or consultants. For these individuals, please specify the country of origin, the type of visa or work permit under which they are performing and an explanation of the anticipated level of involvement on this project. If the individual is a U.S. citizen, please indicate "N/A." In addition to providing this information, please include at the end of this proposal a resume for each team member identified. Resumes should not exceed one page each.

INVESTIGATOR NAME	FOREIGN CITIZEN (YES/NO)	COUNTRY OF ORIGIN	TYPE OF VISA OR WORK PERMIT	LEVEL OF INVOLVEMENT (ROLE)

8. Facilities/Equipment.

Describe available instrumentation and physical facilities necessary to carry out the Phase I effort. Items of equipment to be purchased (as detailed in the cost proposal) shall be justified under this section. Also state whether the facilities where the proposed work will be performed meet environmental laws and regulations. (half page)

9. Subcontractors/Consultants.

Involvement of a university or other subcontractors or consultants in the project may be appropriate (see DoD SBIR Program Solicitation Section 2.6). If such involvement is anticipated, it should be described in detail here and identified in the cost proposal. (half page)

10. Prior, Current or Pending Support of Similar Proposals or Awards.

If a proposal submitted in response to this solicitation is substantially the same as another proposal that has been funded, is now being funded or is pending with another federal agency or DoD contracting activity or the same DoD contracting activity, the proposer must so indicate on the proposal cover sheet and provide the following information (half page):

- a) Name and address of the Federal Agency(s) or DoD contracting activity to which a proposal was submitted, will be submitted or from which an award is expected or has been received;
- b) Date of proposal submission or date of award;
- c) Title of proposal;
- d) Name and title of principal investigator for each proposal submitted or award received;
- e) Title, number and date of solicitation(s) under which the proposal was submitted, will be submitted or under which award is expected or has been received;
- f) If award was received, state contract number; and
- g) Specify the applicable topics for each SBIR proposal submitted or award received.

Note: If DoD SBIR Program Solicitation Section 3.5(b)(10) does not apply, state in the proposal "No prior, current or pending support for proposed work."

PROPOSAL NUMBER NXXX-XXX-XXXX

FIRM NAME

TOPIC NUMBER NXXX-XXX

11. Resumes for Key Personnel

PRINCIPAL INVESTIGATOR:

TEAM MEMBERS: (Please list)

INVESTIGATOR NAME

School, Degree, Year

RELEVANT EXPERIENCE

Please provide a concise description of the investigator's relevant technical experience and its application to this topic.

RELEVANT AWARDS

Please list any awards received for work related to this topic.

RELEVANT PUBLICATIONS

Please list any publications relevant to this topic.

(Repeat this format as necessary to address the qualifications of all key personnel)