

GUIDELINES FOR PREPARATION AND SUBMISSION OF MARCOR SBIR PHASE II PROPOSALS

PHASE II PROPOSAL SUBMISSION:

Phase II is the demonstration of the technology that was found feasible in Phase I. Therefore, Phase II proposals should follow the same general format as the Phase I proposal. Only those Phase I awardees which achieved success in Phase I, as determined by the Marine Corps Technical Point of Contact (TPOC) and the SBIR Program Manager, will be invited to submit a Phase II proposal. During or at the end of the Phase I effort awardees will be notified by the contracting officer to participate for evaluation of their proposal for a Phase II award. Evaluation criteria for the invitation will be based on the success to which the company has accomplished for the particular topic. The type of award is at the discretion of the contracting officer.

Phase II proposals should be limited to 25 pages (unless otherwise directed by the TPOC or contract officer). All Phase II proposals must have a complete electronic submission. Complete electronic submission includes the submission of the Cover Sheets, Cost Proposal, Company Commercialization Report, the entire technical proposal and any appendices via the DoD Submission site. The DoD proposal submission site <http://www.dodsbir.net/submission> will lead you through the process for submitting your technical proposal and all of the sections electronically. Each of these documents are submitted separately through the website. Your proposal should also contain information pertaining to a six month option period as your Phase I proposal did for the three month option. Your proposal must be submitted via the submission site on or before the specified deadline.

As with the Phase I award, Phase II award winners must electronically submit a Phase II summary report through the Navy SBIR website at the end of their Phase II. The Phase II Summary Report is a non-proprietary summary of Phase II results. It should not exceed 700 words and should include potential applications and benefit. It should require minimal work from the contractor because most of this information is required in the final report.

Marine Corps Phase II Requirements

Phase II administrative requirements are basically the same as for Phase I. The company will be required to present a program review at Quantico every six months after the commencement of the contract. This includes the option period, if exercised. The format for these reviews is the same as for the Phase I review and should include quad charts. A monthly financial status report is also required.

Participation in the Navy's Transition Assistance Program (TAP) kick-off meeting is also required. This usually occurs during the second year of the Phase II program and involves spending about three days in the Washington, DC area. The Navy SBIR office will contact you at the appropriate time with more information about the TAP Program.

The Federal Government is going to a web-based, automated invoice/payment system known as Wide Area Workflow (WAWF). This system located at <https://wawf.eb.mil> provides the technology for government contractors and authorized DoD personnel to generate, capture, and process receipt and payment-related documentation in a paperless environment. Online training is located at <http://wawftraining.com> . Submission on documents such as DD250s are no longer required.

PHASE II ENHANCEMENT

To further encourage the transition of SBIR research into Marine Corps acquisition programs as well as the private sector, the Marine Corps has adopted a Phase II Enhancement Program. Since the Law (PL102-564) permits Phase III awards during Phase II work, the Marine Corps will provide a 1 to 4 match of Phase II funds for Phase III funds that the company obtains from an acquisition program or the private sector. The Phase III contract must be awarded during Phase II. If you have questions, contact your TPOC.

PHASE III

A Phase III SBIR award is any contract or grant where the technology is the same as, derived from, or evolved from a Phase I or a Phase II SBIR contract and awarded to the company which was awarded the Phase I/II SBIR. This covers any contract/grant issued as a follow-on Phase III SBIR award or any contract/grant award issued as a result of a competitive process where the awardee was an SBIR firm that developed the technology as a result of a Phase I or Phase II SBIR. The Marine Corps will give SBIR Phase III status to any award that falls within the above-mentioned description. Public Law 106-554 provides for protection of SBIR data rights under SBIR Phase III awards.