



AIR FORCE OFFICE OF SCIENTIFIC RESEARCH
FUNDING OPPORTUNITY ANNOUNCEMENT

DEFENSE ESTABLISHED PROGRAM TO STIMULATE
COMPETITIVE RESEARCH (DEPSCoR)

OVERVIEW INFORMATION

The Department of Defense (DoD) announces the fiscal year 2019 (FY19) Defense Established Program to Stimulate Competitive Research (DEPSCoR). The program is sponsored and managed by the Basic Research Office, Office of the Under Secretary of Defense for Research and Engineering (OUSD [R&E]), awarded by the Air Force Office of Scientific Research (AFOSR), and administered through the Office of Naval Research (ONR). The DoD plans to award FY19 DEPSCoR appropriations through this announcement.

The program statute for DEPSCoR ([Pub. L. 115–91, div. A, title II, §219\[e\]\[3\], Dec. 12, 2017, 131 Stat. 1331](#)) states that DEPSCoR's objectives are to: (1) enhance the capabilities of institutions of higher education (IHE) in eligible States and Territories (listed below and henceforth referred to as the States/Territories) to develop, plan, and execute science and engineering (S&E) research that is relevant to the mission of the DoD and competitive under the peer-review systems used for awarding Federal research assistance; (2) increase the number of university researchers in eligible States/Territories capable of performing S&E research responsive to the needs of the DoD; and (3) increase the probability of long-term growth in the competitively awarded financial assistance that IHE in eligible States/Territories receive from the Federal Government for S&E research. Consistent with these long-term objectives of building research infrastructure, the DoD intends to competitively make, and fund from fiscal year 2019 appropriations, multiyear awards for S&E research in areas relevant to the DoD's mission and important to national security.

This funding opportunity aims to create basic research collaborations between a pair of researchers, namely 1) Applicant/Principal Investigator (PI), henceforth referred to as Applicant, a non-previously DoD-funded, full-time faculty member with the skills, knowledge, and resources necessary to conduct the proposed research as the principal investigator and 2) Collaborator/co-Principal Investigator (co-PI), henceforth referred to as Collaborator, an investigator who will serve as a mentor to the Applicant and was previously funded by DoD within the last seven years. This structure is aimed at introducing potential PIs to the DoD's unique research challenges and its supportive research ecosystem.

Tenured or tenure-track faculty members with appointments at IHE, in the following States/Territories, are eligible to apply for DEPSCoR opportunities: Alabama, Alaska, Arizona, Arkansas, Connecticut, Delaware, District of Columbia, Guam, Hawaii, Idaho, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Mexico, North Dakota, Oklahoma, Oregon, Puerto Rico, Rhode Island, South Carolina, South Dakota, Tennessee, U.S. Virgin Islands, Vermont, West Virginia, Wisconsin, and Wyoming.

Hyperlinks have been embedded within this document and appear as underlined, and blue-colored words in the midst of paragraphs. The reader may “jump” to the linked section within this document by “clicking” (CTRL + CLICK, or CLICK).

SUMMARY FUNDING OPPORUNITY INFORMATION

1. FEDERAL AWARDING AGENCY NAME

Air Force Office of Scientific Research
875 North Randolph Street, STE 325, Room 3112
Arlington, VA 22203

2. FUNDING OPPORTUNITY TITLE

Defense Established Program to Stimulate Competitive Research (DEPSCoR)

3. ANNOUNCEMENT TYPE

Initial Announcement - Funding Opportunity Announcement (FOA)

4. FUNDING OPPORTUNITY NUMBER

FOA-AFRL-AFOSR-2019-0004

5. CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBER(S)

12.431 Basic Scientific Research

6. KEY DATES

AcquTrak Registration: No later than 11:59 PM Eastern Time on 18 Oct 19

White Paper and Supporting Documentation: No later than 11:59 PM Eastern Time on 25 Oct 19

Full Proposal (Invitation only, Must Include Email Acceptance in Package): No later than 11:59 PM Eastern Time on 20 Mar 20

For a full Table of Events, see section [IV.G.5 Submission Dates and Times](#)

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PROGRAM DESCRIPTION

A. OBJECTIVES

The aim of DEPSCoR is to improve the research capabilities at institutions of higher education (IHE) in eligible States/Territories to perform competitive basic research in science and engineering that is relevant to the DoD mission and reflect national security priorities. As defined in the DoD Financial Management Regulation:

Basic research is systematic study directed toward greater knowledge or understanding of the fundamental aspects of phenomena and of observable facts without specific applications towards processes or products in mind. It includes all scientific study and experimentation directed toward increasing fundamental knowledge and understanding in those fields of the physical, engineering, environmental, and life sciences related to long-term national security needs. It is farsighted high payoff research that provides the basis for technological progress ([DoD 7000.14-R, vol. 2B, chap. 5, para. 050201.B](#)).

The DoD’s basic research program invests broadly in many scientific fields to ensure that it has early cognizance of new scientific knowledge.

To address the program’s aim, DEPSCoR will focus on capacity building through human and technical resources by soliciting applications in a DEPSCoR competition. DEPSCoR seeks proposals that advance knowledge in fundamental science involving bold and ambitious research that may lead to extraordinary outcomes such as disrupting accepted theories and perspectives.

Your application should address the technical research areas outlined in the Services (Army Research Office [ARO], ONR, and AFOSR) broad agency announcements (BAA) by listing the BAA number (not the name of the BAA) and name of the selected research area. Therefore, you should refer to the websites cited below for detailed technical information and goals for the Services. You are strongly encouraged to coordinate your research ideas with the appropriate Program Officers (PO) (listed in the cited announcements) to explore research areas of mutual interest. This information will be requested in the [IV.C.4 White Paper Package](#).

SERVICES	HOW TO FIND THE SERVICES' RESEARCH INTEREST
Army Research Office (ARO) https://www.aro.army.mil/	Select “Broad Agency Announcements” in the “For the Researcher” section to see the most recent ARO Core Broad Agency Announcement for Fundamental Research .

Office of Naval Research (ONR) http://www.onr.navy.mil/	Select “Contracts and Grants” and then “Funding Opportunities” to see the Long Range Broad Agency Announcement for Navy and Marine Corps Science and Technology, N00014-19-S-B001. Navigate to https://www.onr.navy.mil/our-research/our-program-managers for a list of program officers and their specific program.
Air Force Office of Scientific Research (AFOSR) http://www.wpafb.af.mil/afri/afosr/	Navigate to http://www.grants.gov/web/grants/search-grants.html?keywords=FA9550-18-S-0003 to view the “Research Interests of the Air Force Office of Scientific Research” BAA. The current funding opportunity number for our general research interests is FA9550-19-S-0003.

B. COLLABORATION COMPOSITION

This funding opportunity aims to create basic research collaborations between a pair of researchers, namely 1) Applicant/Principal Investigator (PI), henceforth referred to as Applicant, a non-previously DoD-funded, full-time faculty member with the skills, knowledge, and resources necessary to conduct the proposed research as the principal investigator and 2) Collaborator/co-Principal Investigator (co-PI), henceforth referred to as Collaborator, an investigator who will serve as a mentor to the Applicant and was previously funded by DoD within the last seven years. This structure is aimed at introducing potential PIs to the DoD’s unique research challenges and its supportive research ecosystem.

The website <https://discover.dtic.mil/products-services/> is a non-comprehensive repository of government-funded scientific, technical, and engineering information for the DoD. Researchers new to DoD (Applicant) are encouraged to visit the site as a starting point for identifying past and present DoD-funded researchers.

While each member of the collaboration should be in a tenure-track appointment or tenured at IHE in DEPSCoR-eligible States/Territories, you do not need to be in the same state. Likewise, Applicant and Collaborator can have appointments at the same IHE.

Proposals should name Applicant as the PI and their IHE as the primary institution. Awards will be issued to the IHE where the Applicant resides. It is anticipated that the Collaborator will be funded through a sub-award. The Primary IHE is expected to receive greater than 50% of funding. The relationship among participating institutions and their respective roles, as well as the apportionment of funds including sub-awards, if any, shall be described in both the proposal text and the budget. In addition to providing technical expertise to the project, Collaborator is strongly encouraged to provide guidance and mentorship to Applicant in the DoD application process. Tenured and tenure-track faculty members are strongly encouraged to apply.

In this announcement, the term “you/your” refers to Applicant.

II. FEDERAL AWARD INFORMATION

The Basic Research Office anticipates approximately \$3.6 million in total funding will be made available for this program to fund approximately six (6) [awards](#) up to \$600,000 (total cost) each. Each award will be funded up to \$200,000 (total cost) per year for three (3) years in the form of a grant.

Awards are subjected to funding availability. There is no guarantee of an award.

The DEPSCoR award is to an IHE. However, should the awardees transfer IHE, the agency may attempt to accommodate these changes if funds are available and approved by the Basic Research Office. Potential options may include: (1) grant remains at awarded DEPSCoR IHE with a new PI, identified by the DEPSCoR awardee, (2) sub-award to the new IHE of the DEPSCoR awardee (new IHE must be in a DEPSCoR-eligible state), or (3) termination of DEPSCoR grant or any combination of the above. The new PI must meet the stated DEPSCoR-eligibility requirements.

A. ADDITIONAL DEPSCoR FUNDING OPPORTUNITIES

In addition to this FOA, the Basic Research Office will fund one additional Defense University Research Instrumentation Program (DURIP) award per Service (ARO, ONR, and AFOSR) and three additional Young Investigator Program (YIP) awards per Service (Army Research Office, Office of Naval Research, and Air Force Office of Scientific Research). This additional funding is set aside for researchers in DEPSCoR-eligible States/Territories.

You are strongly encouraged to examine and apply directly to these opportunities as well. You will need to indicate you are in a DEPSCoR-eligible state.

Service	FY20 Programs
AFOSR	<u>DURIP</u>
	<u>YIP</u>
ARO	<u>DURIP</u>
	<u>YIP</u>
ONR	<u>DURIP</u>
	<u>YIP</u>

III. ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS

Though this is a collaboration between Applicant and Collaborator, Applicant’s IHE will submit the proposal. Applicant and Collaborator are eligible to apply to this announcement if both IHE are located in an

eligible States/Territories. States/Territories are deemed eligible to submit proposals for DEPSCoR research grants based on meeting both of the following criteria:

1. Falls into a specific range of DoD R&D S&E funding to IHE in that State/Territory as defined in legislation¹
- AND**
2. Contains an advanced degree granting program in science, mathematics, and/or engineering.

IHE in 37 States/Territories are eligible to receive awards under this announcement.

IHE do not need to submit proposals through an EPSCoR State Committee in response to this announcement. Awards made as a result of this announcement will be limited to IHE in States/Territories that are eligible under the DEPSCoR program authority.

**STATES/TERRITORIES DoD HAS DETERMINED ELIGIBLE FOR
FY19 DEPSCoR AWARDS**

Alabama	Delaware	Indiana	Maine	Nebraska	Oklahoma	South Dakota	Wisconsin
Alaska	District of Columbia	Iowa	Minnesota	Nevada	Oregon	Tennessee	Wyoming
Arizona	Guam	Kansas	Mississippi	New Hampshire	Puerto Rico	U.S. Virgin Islands	
Arkansas	Hawaii	Kentucky	Missouri	New Mexico	Rhode Island	Vermont	
Connecticut	Idaho	Louisiana	Montana	North Dakota	South Carolina	West Virginia	

1. The average annual amount of all DoD obligations for S&E research and development that were in effect with IHE in the state for the three fiscal years preceding the fiscal year for which the designation is effective or for the last three fiscal years for which statistics are available is less than the amount determined by multiplying 60 percent times the amount equal to 1/50 of the total average annual amount of all DoD obligations for S&E research and development that were in effect with IHE in the United States for such three preceding or last fiscal years, as the case may be

B. COST SHARING OR MATCHING

We do not require cost sharing or matching for proposals under this announcement. Cost sharing is not an evaluation or selection criterion.

C. OTHER

1. Employment Requirement

As Applicant and Collaborator, both must hold a tenured or tenure-track position with your IHE, or your proposal must include a letter from your IHE stating that you will be considered for a tenured or tenure-track position if you currently hold a short-term appointment. You are not eligible to submit a white paper or proposal if you do not meet this requirement.

2. Acknowledgment of Support and Disclaimer Requirements

You must include the [VI.C.3. Acknowledgement of Research Support](#) on all materials created or produced under our awards.

The [VI.C.4. Disclaimer Language](#) must be included on materials as required.

Our award document may provide additional instructions about specific distribution statements to use when you provide research materials to us. You are not eligible to submit a white paper or proposal if you cannot accept these terms.

3. Expectation of Public Dissemination of Research Results

We expect research funded by this announcement will be fundamental. We expect public dissemination of research results if you receive an award. This is a basic requirement for unclassified research results.

We intend, to the fullest extent possible, to make available to the public all unclassified, unlimited peer-reviewed scholarly publications and digitally formatted scientific data arising from research and programs funded wholly or in part by the DoD as described in the OUSD Memorandum, "[Public Access to Department of Defense-Funded Research](#)" dated 09 Jul 2014.

We follow [DoD Directive 5230.24](#) and [DoD Instruction 5230.27](#) policies and procedures to ensure broad dissemination of unclassified research results to the public and within the Government. The DoD Instruction 5230.27 policy and procedures allowing publication and public presentation of unclassified fundamental research results will apply to all research proposed under this competition unless the Basic Research Office gives you an explicit, written exclusion to these

policies Grants Officer's advice and consent. All exclusions must be authorized or required by law, and must cite a valid legal authority.

You must provide a copy of all peer-reviewed publications developed or produced from research conducted with DoD funds to the Basic Research Office.

You are not eligible to submit a white paper or proposal if you cannot accept these terms.

4. Representation for Tax Delinquency, Felony Conviction, and Internal Confidentiality Agreements

You must complete the "Representation for Tax Delinquency, Felony Conviction, and Internal Confidentiality Agreements" provided with the Grants.gov package. We provide more specific information about this requirement in section [IV.D.3.B](#).

We cannot determine you are eligible for funding unless we receive this form.

5. Conflict of Interest (COI)

a) General Requirement for Disclosure

You and your IHE must disclose any potential or actual scientific or nonscientific COI to us. You must also disclose any potential or actual COI for any sub-recipient you include in your proposal. You must provide enough information for us to evaluate your disclosure. We may have to ask you more questions if we need more information.

At our discretion, we may ask you for a COI mitigation plan after you submit your proposal. Your plan is subject to our approval.

b) Scientific COI

Scientific collaborations on research and development projects are generally the result of close collaboration prior to the submission of applications for support. Accordingly, these collaborations should be considered when considering potential conflicts of interest. The potential conflict is mitigated by the disclosure of these collaborations, and the list of current and pending support you provide for senior and key researchers.

IV. APPLICATION AND SUBMISSION PROCESS

The application and submission process is completed in three stages:

1. Online Registration via AcquTrak (required)
2. White Paper and Supporting Documentation submission via AcquTrak (required)
3. Full Proposal Submission Package (via grants.gov REQUIRED) (**by Invitation Only**, Must Include Acceptance Email in Package)

A. ONLINE REGISTRATION VIA GRANTS.GOV

The AcquTrak Online Registration & Submission portal opens on 12 Jul 19. You must register on the AcquTrak website by 11:59 PM Eastern Time on 18 Oct 19. Note: If you registered at the AcquTrak website in a prior competition, you must re-register for this competition. Usernames and passwords used to submit previous applications will not be retrieved. You must provide the following information at the time of registration:

- Your name, title, department, IHE, phone number, and e-mail address
- Title of the your proposed research topic
- Services BAA and targeted research area (see Section [I.A OBJECTIVES](#))

B. WHITE PAPER AND SUPPORTING DOCUMENTATION SUBMISSION

White papers are a **MANDATORY** component for this three-stage application and submission process to minimize the labor and cost associated with the production of detailed proposals that have very little chance of being selected for funding.

If you do not register and submit a White Paper and Supporting Documentation before the due dates and times, you will not be eligible to participate in the remaining Full Proposal submission process and are not eligible for funding.

To submit White Papers and Supporting Documentation, you must register on AcquTrak (<https://acqpass.noblis.org/ApplyDEPSCoR>) by 11:59 PM Eastern Time on 18 Oct 19. White Papers and Supporting Documentation must be submitted to AcquTrak (<https://acqpass.noblis.org/ApplyDEPSCoR>) by 11:59 PM Eastern Time on 25 Oct 19.

The submission process could take several minutes depending on the network connection and the size of the file being submitted. You are responsible for allowing enough time to complete the online form, upload the documents and press the submit button before the deadline. An e-mail confirmation will be sent to the applicant upon receipt of the submission.

Documents submitted after the deadline or found to be non-compliant will not be reviewed.

Evaluation of the white paper will be issued via email notification. You are ineligible to submit a full proposal under this FOA if your white paper was not identified as being of “particular value” to the DoD.

Only electronic submissions will be accepted and reviewed.

C. CONTENT AND FORMAT OF THE WHITE PAPER

1. Pre-white paper Inquiries and Questions

For help with technical matters, you are encouraged to contact the Program Officer (PO) identified as the POC for your topic of interest in the Services BAA as discussed in section [I.A. OBJECTIVES](#).

If you need general questions about this announcement or administrative matters, you should submit your question in writing by email to **the Grants Officer**.

All technical or general pre-white paper inquiries and questions must be submitted no later than 11:59 PM Eastern Time on 31 Jul 19. Questions will not be answered after this date.

The PO does not have the authority to make commitments. Grants Officers acting within their warranted capacity are the only people authorized to make commitments for the Government.

2. White Paper and Supporting Documentation (as a whole)

White Papers and Supporting Documentation submitted under this FOA are expected to be unclassified; classified proposals are not permitted.

All white paper submissions will be protected from unauthorized disclosure in accordance with applicable law and DoD regulations. You are expected to appropriately mark each page of their submission that contains proprietary information.

IMPORTANT NOTE: Titles given to the White Papers should be descriptive of the basic research they cover and not be merely a copy of the topic title.

Applicant must submit the following seven (8) documents:

- Cover Page
- Abstract
- Program Description Narrative
- Collaboration Composition Statement
- Basic Research Statement

- Curriculum Vitae (CV) – (Applicant and Collaborator must submit a CV)
- List all previous DoD funding including project titles within the last seven years for Applicant and Collaborator.

All documents must be submitted in PDF format in compliance with the guidelines below. When submitting the white paper and supporting documents, you must upload as one PDF file.

3. Marking Requirements for Confidential Proprietary Information

You must mark the white paper sections that contain proprietary or confidential information. However, under Freedom of Information Act (FOIA) requirements, some or all proposal information may be subject to release.

Your entire white paper, or any portions thereof, without protective markings or otherwise identified as requiring protection will be considered voluntarily furnished to us without restriction, and will be treated as such for all purposes. White papers may be disclosed to reviewers for training purposes in future competitions.

4. White Paper Package

The due date for receipt of white papers is **25 Oct 19 by 11:59 PM Eastern Time**. White papers received after the published deadline will not be considered under any circumstance. Early submission of white papers is welcomed and encouraged.

- Cover page*: Include your name, IHE, proposed title, the Services BAA number, research area addressed, and the name of the program officer contacted about the proposed work (if engaged). Include a protective legend for proprietary information, if applicable.
- Abstract* (not to exceed 300 words): Describe the research problem and objective, technical approaches, and anticipated outcomes of the research. The abstract must be submitted without proprietary restrictions. Therefore, this non-proprietary abstract must be a version that is releasable under the Freedom of Information Act without changes.
- Program Description Narrative* (three (3) page limit, single-sided): Describe the basic scientific or technical research to be undertaken. Describe the technical approach. Summarize the state of the field and describe what is innovative about the proposed approach. What results, new knowledge, or insights might this approach afford compared to alternate approaches other researchers in this field have taken. Include approximate yearly costs for the project. Reference

citations are not required but may be included within the three-page limit

- d. *Collaboration Composition Statement* (one (1) page limit, single-sided): Describe the composition of the collaboration. Describe how the collaboration fulfills the purpose of DEPSCoR.
- e. *Basic Research Statement* (one (1) page limit, single-sided): Describe how the proposed research meets the DoD definition of [basic research](#). Describe the extraordinary outcomes that may be achieved as a result of the proposed project.
- f. Identify anticipated human or animal subject research (one (1) page limit, single-sided) (where applicable).
- g. *Curriculum Vitae (CV)* (two (2) page limit, single-sided): Applicant and Collaborator must submit a CV. The CV should include relevant experience, publications, and funding received in the area of interest, and any previous involvement and experiences with the DoD.
- h. List all previous DoD funding including project titles within the last seven years for Applicant and Collaborator.

Documents must be submitted in the following format:

- Paper Size – 8.5 x 11 inch paper
- Margins – 1 inch
- Spacing – single-spaced
- Font – Times New Roman, 12 point

D. FULL PROPOSAL SUBMISSION PACKAGE

1. Address to Request Application Package

Full Proposal Packages will only be accepted from collaborations invited to submit full proposals.

All the application forms you need are available electronically on [Grants.gov](#). From the “View Grant Opportunity” page, you can click on the “Application Package” tab to download the application package.

We will not issue paper copies of this announcement.

Proposal packages must be submitted electronically to [Grants.gov](#) no later than **11:59 p.m. Eastern Time on 20 Mar 20**.

Please contact us at afosr.baa@us.af.mil to request a reasonable accommodation for any accessibility requirements you may have.

2. Content and Form of Application Submission

a. The application as a whole

You must submit your proposal electronically through [Grants.gov](https://www.grants.gov). We will not accept or evaluate any proposal submitted by any means other than through Grants.gov. We must receive your proposal before the [IV.G.1. Proposal Submission Deadline](#).

DO NOT password protect any attachments.

You must use the electronic Standard Form (SF) 424 Research and Related (R&R) Form Family, OMB Number 4040-0001. The SF 424 (R&R) Application for Federal assistance form must be your cover page. No pages may precede the SF 424 (R&R).

You must mark your application with the FOA announcement number.

A summary of what is required for a complete proposal is summarized below:

- We require the forms and attachments in **bold text** with **all applications**
- *Some applications* require the attachments in *italic*
- We provide more instructions in [IV.D.3. Component Pieces of the Application](#)

R&R FORM, OMB No. 4040-0001	FIELD	ATTACHMENT
SF 424 (R&R) Application for Federal Assistance, including an authorized signature	18	Representation for Tax Delinquency, Felony Conviction, and Internal Confidentiality Agreements
	<i>18</i>	<i>SFLLL Disclosure of Lobbying Activities</i>
R&R Other Project Information Form	7	Project Summary/Abstract
	8	Project Narrative
	9	Bibliography & References Cited
	<i>10</i>	<i>Facilities and Other Resources</i>
	<i>11</i>	<i>Equipment</i>
	<i>12</i>	<i>Other Attachments</i>
R&R Senior/Key Person Profile Form		Biographical Sketch

Current & Pending Support	
R&R Budget Form	Budget Justification
R&R Project/Performance Site Locations Form	None
<i>R&R Personal Data (Optional)</i>	<i>None</i>

The SF 424 (R&R) must include the signature of an authorized representative from your IHE. The signature is affixed electronically by Grants.gov upon submission. This signature is considered the signature for the application as a whole.

b. Proposal Format

- Paper Size – 8.5 x 11-inch paper
- Margins – 1 inch
- Spacing – 1.5-line spacing
- Font – Times New Roman, 12 point
- Page Limitation – Research Efforts not more than 12 pages
- Content – As described below

c. Proposal Length

Your [Research Effort](#) section must not exceed twelve (12) single-sided pages. We will not consider more than the maximum number of project narratives pages in our evaluation.

You must not include elaborate brochures, reprints, or presentations beyond those sufficient to present to complete and effective proposal.

We created this table to help you understand how to calculate your page count

INCLUDED IN PAGE COUNT	NOT INCLUDED IN PAGE COUNT
IV.D.3.f.(2). Research Efforts	Everything else

You must include enough budget related information in your proposal to support your costs as reasonable realistic, and in compliance with [2 CFR 200 Subpart E – Cost Principles](#)

Not having enough information in your proposal to understand if your costs are reasonable and realistic is the most common reason awards are delayed.

d. Marking Requirements for Confidential or Proprietary Information

You must mark the proposal sections that contain proprietary or confidential information. However, under Freedom of Information Act (FOIA) requirements, some or all proposal information may be subject to release.

Your entire proposal, or any portions thereof, without protective markings or otherwise identified as requiring protection will be considered voluntarily furnished to us without restriction, and will be treated as such for all purposes.

e. Advance Preparation for Electronic Submission through Grants.gov

Your proposal must be submitted electronically through [Grants.gov](https://www.grants.gov). You should verify that the person authorized to submit proposals for your organization has completed [Grants.gov](https://www.grants.gov) registration well in advance of the submission deadline. Grants.gov electronic proposal submissions cannot be accomplished before your organization is fully registered. **Registration with Grants.gov may take up to twenty-one (21) days.**

- (1) A [Grants.gov](https://www.grants.gov) getting started checklist is available at: <https://www.grants.gov/en/web/grants/learn-grants/grants-101/getting-started-%20checklist.html>.
- (2) Guidance for registering with [Grants.gov](https://www.grants.gov) as an organization may be found at: <https://www.grants.gov/web/grants/applicants/organization-registration.html>.
- (3) Questions relating to the Grants.gov registration process, system requirements, how an application works, or the proposal submittal process can be answered by email at support@grants.gov, telephone at (800) 518-4726 or (606) 545-5035, or at <https://www.grants.gov/web/grants/support.html>.
- (4) An active System for Award Management (SAM) registration and an active Dun and Bradstreet Data Universal Numbering System (DUNS) number are required to register through [Grants.gov](https://www.grants.gov). Section [IV.F](#) provides more information.

3. Component Pieces of the Application

SF-424 Form (R&R) Application for Federal Assistance

The SF 424 (R&R) Application for Federal assistance form must be your cover page. No pages may precede the SF 424 (R&R).

Complete all required fields in accordance with the “pop-up” instructions on the SF 424 (R&R) form. You can turn on Grants.gov “Help Mode” to provide additional instructions for forms. “Help Mode” is turned on by the icon with the pointer and question mark at the top of the form.

We have special instructions for completion of several SF 424 (R&R) form fields in your application.

Our instructions are:

FIELD	INSTRUCTION
2.	You may leave “Applicant Identifier” blank
3.	You may leave “Date Received by State” and “State Application Identifier” blank
9.	You must list Air Force Office of Scientific Research as the reviewing agency if Grants.gov has not pre-populated this answer
16.	You should check “No.” and “Program is Not Covered by Executive Order 12372”
17.	Select “I Agree” to :

- Provide the certification regarding lobbying that is required by [31 U.S.C. 1352](#) as implemented by DoD in [32 CFR Part 28](#).

The full text of this certification may be found at <http://www.wpafb.af.mil/shared/media/document/AFD-070817-127.pdf> or we will provide you a copy if you ask for one.

- Certify that all statements in the proposal, your Representation for Tax Delinquency, Felony Conviction, and Internal Confidentiality Agreements are true, complete, and accurate to the best of your knowledge.

See section [VI.C. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS](#) for more information and links to the full text of these items.

18. You must attach the completed [IV.D.3.b Representation for Tax Delinquency, Felony Conviction, and Internal Confidentiality Agreements](#).

You must attach the completed lobbying certification as described in section

You may have to attach the completed [IV.D.3.c. SFLLL Disclosure of Lobbying Activities](#) if you have lobbying activity that you must disclose.

a. Representation for Tax Delinquency, Felony Conviction, and Internal Confidentiality Agreements

You must attach this representation to field 18 of the SF 424 (R&R).

You must complete and attach the “Representation for Tax Delinquency, Felony Conviction, and Internal Confidentiality Agreements” provided with the Grants.gov package. We cannot fund an award if this information is not provided.

If you answer “is” a corporation with a felony conviction and/or “is” a corporation with a felony conviction on this representation, you may not be eligible for an award if your proposal is selected. You should [contact us right](#) away to discuss your situation to find out if you can submit your application.

If you do not attach this form to the SF 424, we may request the representation after you submit your application, but we are not required to do so. We may deem your application ineligible for selection by citing an authority listed or referenced in [DoD Class Deviation \(CD\) 2016-O0002](#) or [CD 2015-O0005](#), and make an award to another applicant.

b. SFLLL Disclosure of Lobbying Activities

We require, attach this disclosure of field 18 of the R&R Other Project Information Form.

If you have lobbying activity that you must disclose under [31 U.S.C. 1352](#) as implemented by the DoD in [32 CFR Part 28](#), you must also attach the completed [SFLLL Disclosure of Lobbying Activities](#). You can find instructions for completing this form at <http://www.whitehouse.gov/sites/default/files/omb/grants/sflllin.pdf>.

c. R&R Other Project Information Form

Complete this form as indicated. You must include all necessary attachments.

FIELD	INSTRUCTION
1, 1a.	<p>You must address all prospective human subject involvement by answering these questions. Additional documentation pursuant to National Policy and U.S. Air Force standards is required for all proposals with human use or involvement. Your inquiries about our requirements should be sent by email directly to our Research Protections Officer at afosrharpo@us.af.mil with a copy to the Basic Research Office for the announcement topic.</p>
2, 2a.	<p>You must address all prospective animal subject and/or recombinant deoxyribonucleic acid (rDNA) involvement by answering these questions. Additional documentation pursuant to National Policy and U.S. Air Force standards is required for all proposals with animal or rDNA use or involvement. Your inquiries about our requirements should be sent by email directly to our Research Protections Officer at afosrharpo@us.af.mil with a copy to the Basic Research Office for the announcement topic.</p>
4a.	<p>For any proposal that has an actual or potential impact on the environment, answer yes and provide the answers and attachments required for fields 4b, 4c, and 4d. Additional documentation in accordance with National Policy and U.S. Air Force standards is required for any proposal with an actual or potential impact on the environment.</p>
7.	<p>Attach your IV.D.3.e. Publicly Releasable Abstract</p>
8.	<p>Attach your IV.D.3.f. Project Narrative</p>
9.	<p>Attach your IV.D.3.g Bibliography and References Cited</p>
10.	<p>Attach a Facilities and Other Resources description document here if you need to supplement your IV.D.3.f. Project Narrative facilities and resources section.</p>
11.	<p>You may supplement your IV.D.3.j. Budget Justification by attaching an Equipment Justification here. Do not duplicate information included on your budget justification. If you attach an Equipment Justification, make sure you reference the attachment in your budget justification.</p>

12. Attach your [IV.D.3.m. Data Management Plan](#) here if applicable
-

d. Public Releasable Project Summary/Abstract

You must attach the Project Summary / Abstract to field 7 of the R&R Other Project Information form.

You should identify the Service BAA and topic area your proposed research falls under (see section [I.A. OBJECTIVES](#)).

You must provide a concise abstract of 300 words or less with your proposal. You must mark the abstract publically releasable. The abstract should use terms the public can understand to describe the research objective, technical approach, anticipated outcome, and potential impact of the specific research.

Use only characters available on a standard QWERTY keyboard. Spell out all Greek letters, other non-English letters, and symbols. Graphics are not allowed.

If you receive an award, we must publish your abstract to a [searchable website](#) available to the general public in accordance with [Public Law 113-235](#). The website address is <https://dodgrantawards.dtic.mil/grants/#/home>.

e. Project Narrative

You must attach the Project Narrative to field 8 of the R&R Other Project Information Form. The narrative must be complete and self-contained to qualify for review.

You must identify the Service BAA and topic area your proposed research falls under. You must clearly describe your research, including your research objective and approach. Your project narrative will be evaluated using the criteria listed in section [V.A CRITERIA](#). You should show strength in as many of the evaluation and selection areas as practicable to demonstrate maximum competitiveness.

Your narrative should include the following elements:

(1) Statement of Objectives

You must summarize your proposed research on a single-page titled “Statement of Objectives.” We may decide to incorporate your statement of objectives into the award as a description of the work instead of incorporating the whole technical proposal.

You should use active verbs when you prepare the statement of objectives, e.g., “conduct” research in a subject area, “investigate” a problem, “determine” to test a hypothesis.

(2) Research Efforts

This section must not be longer than twelve (12) single-side pages. The Basic Research Office will not review proposals that exceed this page limit.

You should describe the basic scientific or technical concepts that will be investigated in great detail. State the research objectives and approach, and the relationship and comparable objectives to research progress elsewhere. Describe your research team’s knowledge in the field. Discuss the nature of the expected results.

The adequacy of this information will influence the overall evaluation in accordance with the criteria and procedures specified in section [V. APPLICATION REVIEW INFORMATION](#) below.

(3) Applicant (PI), Collaborator (co-PI), and Senior/Key Personnel Time

(a) You must provide estimate of time the Applicant and Collaborator will devote to the research. Your estimate must include information pertaining to the proportion of time anticipated devoted to this research, to other research, and to other commitments of time such as sabbatical, extended leave, and teaching duties.

You should budget time for two required trips per year to DEPSCoR-related activities, which include attending a program review (Washington, DC area) and participating in a DoD-organized workshop (a nearby metropolitan area).

(b) State the number of graduate students that will engage in the project for whom each senior staff member is responsible.

(c) If the Applicant, Collaborator, or other Senior/Key personnel have current, pending, or expected research supported by other sponsors or agencies during the period you seek our support, state the title of the other research, the proportion of time to be devoted to it, the amount of support, name of agency, dates, etc. You must attach a list of Current and Pending Support for each person listed on the [IV.D.3.h. R&R Senior / Key Person Profile Form](#). Each abstract should include research title,

objectives, approach, and budget for both present and pending research projects. Send any changes as they become known.

(4) Your Facilities

- (a) Describe the facilities available for performing the proposed research, and any additional facilities or equipment the organization proposes to acquire at its own expense for the work.
- (b) Indicate any government-owned facilities that will be used. Indicate any government-owned equipment possessed presently that will be used. The facilities contract number, or in absence of a facilities contract, the specifics of the facilities or equipment, and the number of the award under which they are accountable are required.
- (c) Government Furnished Equipment: You may list any special Government-owned property or test equipment required to complete the research. When possible and practicable, give a description or title for each item, the current location, and an estimated cost as applicable. If you do not have information about individual items, group items you require by class and provide an estimate of values.

f. Bibliography and Reference Cited

You must attach your narrative Bibliography and References to field 9 of the R&R Other Project Information Form.

g. R&R Senior/Key Person Profile Form

You must attach a short biographical sketch and list of significant publications (vitae) for each Senior/Key Person, whether or not the individuals' efforts under project are to be funded by DoD. You must also attach a list of current and pending support, regardless of the source, as discussed in [Applicant \(PI\)](#), [Collaborator \(co-PI\)](#), and [Senior/Key Personnel Time](#) including 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 parties supporting the other research projects; and period of performance for the other research projects.

You must list all key persons proposed for the research on the R&R Senior/Key Person Profile (Expanded) Form. Senior/Key persons are generally the Applicant, Collaborator, and senior staff.

Failure to submit this information may cause the proposal to be returned without further review.

This information will be used to support protection of intellectual property, controlled information, senior/key personnel, and information about critical technologies relevant to national security. Additionally, this information 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.

i. R&R Budget Form

You must provide all information requested. You must estimate the total research project cost. You must categorize funds by year and provide separate annual budgets for projects lasting more than one year. **A budget justification must be included.**

You must include enough budget related information in your proposal to support your costs as reasonable and realistic, and in compliance with 2 CFR 200 Subpart E - Cost Principles.

Not having enough information in your proposal to understand if your costs are reasonable and realistic is the most common reason awards are delayed.

j. Budget Justification

You must provide a detailed budget justification for each year that clearly explains the need for each item. The entire budget justification and supporting documentation must be combined into a single file and attached to field L of the R&R Budget Form. The budget narrative submitted with the application must match the dollar amounts on all required forms. Please explain each calculation and provide a narrative that supports each budget category. This detailed budget justification must match the proposed budget categories. Each year of the budget justification narrative must stand alone; lump sum budget justifications are not allowed. If options are proposed, option detailed budget justifications must stand alone as well, no lump sum justifications allowed.

(1) You **must** itemize travel. State the purpose of each trip proposed, the number of trips, the number of travelers, the destination, the duration, and the basis for calculating costs such as airlines and hotels.

(2) You **must** itemize materials, supplies, and equipment. List all material/equipment by type and kind with associated costs.

Indicate what your costs are based on, such as vendor quotes, historical data and/or engineering estimates. You should include vendor and/or catalog pricing data.

- (3) Proposals including request to purchase **equipment** must include equipment quotes or vendor agreements. "Equipment" is nonexpendable, tangible personal property with a unit cost of \$5,000 or more having a useful life of more than 1 year, unless determined otherwise by recipient's internal policy. Items that do not meet the "equipment" definition can be included under supplies. List each piece of equipment to be purchased and provide description of how it will be used in the project. Budget narrative should explain why the equipment is necessary for successful completion of the project. Provide quotes in English Language (US Dollars) if available, or indicate the basis of equipment cost. If you have any subaward(s), you should describe how you determined subaward costs were determined fair and reasonable. Your business office usually makes this determination.
- (4) **DHHS/ONR Rate Agreement:** If you use a Government rate agreement to propose indirect cost rates and/or fringe benefit rates, you should attach a copy of the agreement you used.
- (5) Helpful Cost Principle Reference Information
 - (i) [2 CFR 200, Subpart E – Cost Principles](#)
 - (ii) General Provisions for Selected Items of Cost in [2 CFR 200.420 through 2 CFR 200.475](#)

k. R&R Subaward Budget Attachments Form

You must attach all subaward budgets to field 12 of the R&R Other Project Information Form.

You must provide a budget at the same level of detail as your D.3.i. Prime budget for each proposed subaward. A subaward budget justification must be attached.

l. Subaward Budget Justification

You must attach all subaward budget justifications to field 12 of the R&R Other Project Information Form.

You must provide a subaward budget justification at the same level of detail as your D.3.j. prime budget justification for each proposed subaward.

m. R&R Project/Performance Site Locations Form

You must complete all information as requested. You must include the ZIP+4 for each performance location you list.

n. R&R Personal Data Form

To evaluate compliance with Title IX of the Education Amendments of 1972 (20 U.S.C. A subsection 1681 Et. Seq.), The DoD 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. To enable this assessment, each applicant must include this form completed as indicated.

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 Investigator(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 Investigator(s) completed; however, provisions 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 this information should check or select the “Do not wish to provide” option.

o. Data Management Plan (Optional)

You can decide if you want to include a Data Management Plan with your application. If you do, attach your Data Management Plan to field 12 of the R&R Other Project Information Form.

Your “Data Management Plan” should be two (2) single-sided pages or less in length and discuss:

- (1) The types of data, software, and other materials to be produced in the course of the project, and include a notation marking items that are publicly releasable;
- (2) How the data will be acquired;
- (3) Time and location of data acquisition if they are scientifically pertinent;
- (4) How the data will be processed;

- (5) The file formats and the naming conventions that will be used;
- (6) A description of the quality assurance and quality control measures during collection, analysis, and processing;
- (7) If existing data are to be used, a description of their origins;
- (8) A description of the standards to be used for data and metadata format and content;
- (9) Plans and justifications for archiving the data;
- (10) The timeframe for preservation; and
- (11) If for legitimate reasons the data cannot be preserved, the plan must include a justification citing such reasons.

5. INFORMATION YOU MUST SUBMIT IF SELECTED FOR POSSIBLE AWARD

We may request additional necessary information from you during negotiations, or as required for award considerations. You must respond promptly.

If you not fully comply with our information requests by the time we are ready to make an award, we may determine that you are not qualified to receive an award and use that determination as a basis for making an award to another applicant.

If your proposal includes human, animal, or rDNA use or involvement you must submit all documentation requested during negotiations or you may not receive an award.

Foreign national Applicant, Collaborator, or research personnel may be asked to provide a copy of the front and back of their green card by secure means such as <https://safe.amrdec.army.mil/safe/> if our Grants Officer asks for this information.

6. DUNS UNIQUE ENTITY IDENTIFIER, CAGE, AND SYSTEM FOR AWARD MANAGEMENT (SAM)

4. SAM Registration Required

As required in [2 CFR 25.110](#) all applicants, unless exempted, must:

- Be registered in [SAM.gov](https://www.sam.gov) before submitting its application;
- Provide a valid **DUNS** unique entity identifier; and
- Continue to maintain an active SAM registration with current information at all times any Federal award is active, or any application is under consideration by a Federal awarding agency.

A Commercial and Government Entity (CAGE) code is obtained or specified as part of the SAM registration process. A CAGE code is required.

5. SAM Exemption or Exceptions Not Available Under This Announcement

We will not issue an Agency level exemption to SAM registration under [2 CFR 25.110\(d\)\(1\)](https://www.ecfr.gov/current/title-25/chapter-I/subchapter-D/part-25.110) for applicants under this announcement.

You must comply with SAM registration requirements and include a DUNS and CAGE code on your application or we cannot make an award.

6. Questions about SAM Registrations and Updates

You can get questions about SAM registration and entity updates answered by live chat at <https://www.fsd.gov/fsd-gov/home.do> and telephone at (866) 606-8220 or (324) 206-7828. Top help topics for [SAM.gov](https://www.sam.gov) are available at https://www.fsd.gov/fsd-gov/learning-center-system.do?sysparm_system=SAM.

7. Consequences of Non-Compliance with SAM Registration Requirements

We cannot make an award to you unless you comply with SAM requirements. If you are non-compliant, we may determine you are not qualified to receive an award, and use that determination to make an award to someone else as authorized by [2 CFR 25.205\(b\)](https://www.ecfr.gov/current/title-25/chapter-I/subchapter-D/part-25.205). You cannot receive payments without an active SAM record and CAGE.

B. SUBMISSION DATES AND TIMES

1. Proposal Submission Deadline

We must receive your proposal electronically through Grants.gov no later than Noon Eastern Time on 05 Feb 20 to be considered for selection. This is the final due date. We recommend you submit your application(s) early.

You are responsible for making sure your application is submitted, received, and validated by Grants.gov before the application deadline. If you submit your application late, your proposal is not eligible for consideration.

2. How Proposal Submission Time is Determined

We use the system-generated Grants.gov time stamp to determine when you submitted your successfully validated proposal. Grants.gov policies and procedures for application submission and processing apply.

3. Grants.gov Tracking Number is Application Receipt

Grant.gov generates a confirmation page when you submit your application. A second confirmation is provided by email when your application has passed Grants.gov validations and the status is updated from received to validated. The confirmation page includes a system-generated Grants.gov tracking number; this serves as your receipt. You should keep a copy of all confirmations.

You can verify the submission time and application status with your tracking number through Grants.gov at <http://www.grants.gov/web/grants/applicants/track-my-application.html>.

4. Other Submission Requirements

If Grants.gov rejects your electronic application submission for any reason, you must correct all errors and resubmit your application before the Proposal Submission Deadline.

5. Submission Dates and Times

Schedule of Events		
Event	Date	Time
AcquTrak website open for registration and submission	07/12/19	11:59PM
Questions Regarding White Paper and Supporting Documentation (submitted by)	7/31/19	11:59PM
AcquTrak Registration (required by)	10/18/19	11:59PM
White Paper and Supporting Documentation (required by)	10/25/19	11:59PM
Notification of White Paper Selection	12/16/19	11:59PM
Proposal (by invitation only)	02/14/20	11:59PM
Notification of Selection for Award	04/13/20	11:59PM

C. INTERGOVERNMENTAL REVIEW

N/A - This program is excluded from coverage under Executive Order (E.O.) 12372.

D. FUNDING RESTRICTIONS

1. Proposal Preparation Costs

Your proposal or application preparation costs are not considered an allowable direct charge to any award under this announcement. Your costs are, however, an allowable expense to the normal bid and proposal indirect cost as specified in [2 CFR 200.460](#) proposal costs if you receive a grant or cooperative agreement.

2. Pre-award Costs

You must request our prior approval if your research requires a specific date [pre-award costs](#) become allowable, or if you need more than ninety (90) days pre-award cost authorization as described in [2 CFR 200.308\(d\)\(1\)](#) and [2 CFR 200.458](#). **Your business office must provide this request in writing.** You must document why pre-award costs are necessary and essential for the research in the request, and identify a specific date for our Grants Officer to consider. We will only consider approval of a specific date or more than ninety days pre-award costs before an award is made.

Our grants include up to ninety (90) calendar days pre-award costs in accordance with the DoD Research and Development General Terms and Conditions, October 2015 (DoD T&C) [FMS Article IV.C. Pre-award costs](#) section; however, the actual date costs become allowable is not final until an award is made. We recommend you ask for a specific date as described above to prevent misunderstandings.

All costs incurred before a grant or cooperative agreement award are at the recipient's risk as described in [2 CFR 200.308\(d\)\(2\)](#). We are under no obligation to reimburse your costs if for any reason you do not receive an award, or if your award is less than anticipated and inadequate to your pre-award costs.

V. APPLICATION REVIEW INFORMATION

A. CRITERIA

DEPSCoR seeks to increase the number of researchers at and improve the capabilities of IHEs in eligible States/Territories to perform competitive S&E research relevant to the DoD.

Proposed research should describe cutting-edge efforts on basic scientific problems. White papers deemed to be applied research, as opposed to basic research, will not advance to the proposal stage of the competition.

You should show strength in as many of the evaluation and selection areas as practicable to demonstrate maximum competitiveness.

1. Evaluation Criteria

Your white paper and proposal will be evaluated against the following criteria (each are equally important):

- Scientific and technical merits of the proposed research;
- The Applicant's and Collaborator's qualifications, ability to perform the proposed work, and the overall management approach; and
- Relevance of the proposed research to the DoD.

All, some, one, or none of the applicants may be contacted after the full proposal review process by phone by the Director of the Basic Research Office, USD (R&E) to clarify certain aspects of their proposed research efforts.

2. No Further Evaluation Criteria or Criterion will be Used for Proposal Selection

B. Review Process

1. Analysis of Cost Proposed

If your proposal is selected for possible award, we will analyze the cost of the work for realism and [reasonableness](#). The cost of your proposal is considered, but is not an evaluation factor or criterion.

We must make sure the costs you propose are reasonable, realistic, and allocable to this work before we can make an award. We may analyze your technical and cost information at the same time.

2. Agency Review of Risk Posed by Applicants

- a. We must review information available about you and entities included in your proposal through the Office of Management and Budget (OMB) designated repositories of government-wide eligibility qualification and financial integrity information. Our risk review is required by [31 U.S.C. 3321](#) and [41 U.S.C. 2313](#), and includes both public and non-public information. You must be qualified and responsible as described at [32 CFR 22.415](#) Standards to receive a grant award.
- b. We must consider the non-public segment of the [Federal Awardee Performance and Integrity Information System \(FAPIIS\)](#) for all awards exceeding the current simplified acquisition threshold of \$250,000.

- c. At a minimum, the information in the system for a prior Federal award recipient must demonstrate a satisfactory record of executing programs or activities under Federal grants, cooperative agreements, or procurement awards; and integrity and business ethics. We will consider any comments you provide, in addition to the other information in the designated integrity and performance system, when making our risk judgment about your integrity, business ethics, and record of performance under Federal awards.
- d. We may make an award to a recipient who does not fully meet our standards as described at [2 CFR 200.205\(a\)\(2\)](#) if it is determined that the information is not relevant to the current Federal award under consideration or there are specific conditions that can appropriately mitigate the effects of the non-Federal entity's risk in accordance with [2 CFR 200.207](#) Specific conditions.

We must comply with the guidelines on government-wide suspension and debarment described in [2 CFR 200.213](#), and must require you to comply with these provisions for all work we fund.

These provisions restrict Federal awards and sub-awards with certain parties that are debarred, suspended or otherwise excluded from or ineligible for participation in Federal programs or activities.

C. DISCLOSURE OF ADMINISTRATIVE PROCESSING BY CONTRACTOR PERSONNEL

We use support contractor personnel to help us with administrative proposal processing. These contractor personnel are employees of commercial firms that have a contract with us. We make sure all of our support contracts include nondisclosure agreements that prohibit disclosure of any information you submit to other parties.

D. NO GUARANTEED AWARD

We do not guarantee that any award will be made under this competition.

VI. FEDERAL AWARD ADMINISTRATION INFORMATION

A. SELECTION NOTICES

1. Electronic Notification

If your proposal is selected for possible award, an email will be sent to the primary IHE and the PI.

2. Selection for Possible Award Does Not Authorize Work

Our selection notice is not an authorization to start work, and is not an award guarantee. We will contact your business office to get answers

to any questions we have about your proposal, and negotiate specific award terms.

B. AWARD NOTICES

1. Federal Award Document

A grant signed by a warranted Grants Officer is the only official notice that an award has been made.

2. Electronic Federal Award Distribution

We send award documents to your business office by email. This is called award distribution. We always ask your business office to forward the award to the PI indicated on the award document.

C. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

1. Reporting of Matters Related to Recipient Integrity and Performance

You must report recipient integrity and performance information as required by [Appendix XII to 2 CFR Part 200](#) – Award Term and Condition for Recipient Integrity and Performance Matters, incorporated here by reference. You should read the full text of this award term now using the link above to make sure you understand our requirements. You can also find this term at <http://www.ecfr.gov>.

2. Cross-Cutting National Policy Requirements

You must comply with all applicable national policy requirements as a condition of award. Key national policy requirements may be found in the [DoD Research and Development General Terms and Conditions](#), latest version (DoD T&C); and, [Appendix B to 32 CFR Part 22 – Suggested Award Provisions for National Policy Requirements that Often Apply](#), incorporated here by reference.

3. Acknowledgement of Research Support

You must acknowledge support provided by the Government in all materials based on or developed under our awards. The requirement extends to copyrighted and non-copyrighted materials published or displayed in any medium.

The following language must be used unless the award document provides different instructions:

“This material is based upon work supported by DoD Basic Research Office under award number_____.”

You must require any sub-recipients under your award to also include this acknowledgement.

4. Disclaimer Language for Research Materials and Publications

Some materials based on or developed under our awards must include special disclaimer language. You must include this language in all materials except scientific articles or papers published in scientific journals unless your award document provides different instructions:

“Any opinions, findings and conclusions or recommendations expressed in this material are those of the author(s) and do not necessarily reflect the views of the U.S. Department of Defense.”

You must require any sub-recipients under your award to also include this acknowledgement.

5. Grants - Uniform Administrative Requirements, Cost Principles, and Audit Requirements

Our grants are governed by the guidance in [Title 2, Code of Federal Regulations \(CFR\) Part 200](#), “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” as modified and supplemented by the Department of Defense’s (DoD) interim implementation in [2 CFR Part 1103](#) [79 FR 76047, December 19, 2014] and [2 CFR Part 1125](#). Provisions of [Chapter 1, Subchapter C of Title 32, CFR](#), “DoD Grant and Agreement Regulations” other than parts 32 and 33 continue to be in effect and apply as stated.

These regulations are incorporated by reference into this announcement.

6. Conditions of Award for Recipients Other Than Individuals

You must agree to comply with the requirements at [2 CFR Part 182, Subpart B “Requirements for Recipients Other Than Individuals”](#) as a condition of award.

7. Minimum Record Retention Requirements

You must keep records related to our awards for at least three years after completion and the final Federal Financial Report is submitted. This requirement is described further in [2 CFR 200.333](#), incorporated here by reference. For grant awards, the DoD T&C [OAR Article II, Records retention and access](#) describes additional requirements..

Sometimes records must be retained for more than three years.

D. REPORTING

1. Monitoring and Reporting Program Performance

All of our awards require at least annual and final technical performance reports as required in [2 CFR 200.328](#). The DoD T&C

[REP Article I. Performance reporting](#) will apply to grant awards. Some of our awards require more frequent technical reports.

You must provide your reports on time. Our awards include a schedule specifying the latest date for submission of each required report.

You may use a SF 298 Report Documentation Page for interim progress reports.

You must use a completed SF 298 Report Documentation Page as the first page of the final report. You can download an electronic SF 298 from <http://www.gsa.gov/portal/forms/download/116146>.

2. Technical Performance Report Format

a. ANSI Standard Z39.29-2005

We recommend the American National Standard Institute (ANSI) Standard Z39.18-2005 Scientific and Technical Reports – Preparation, Presentation, and Preservation Format Guidelines for your final report unless your award states different requirements. You can download the Z39.29-2005 standard from <http://www.kirtland.af.mil/shared/media/document/AFD-140129-070.pdf>.

b. Institutional Formats for Thesis and Dissertations

If your IHE has a format for thesis and dissertations, you can use that format unless your award states different requirements.

c. Pending Federal-wide Research Progress Performance Report (RPPR) Format

We are working on a [Federal-wide Research Progress Performance Report \(RPPR\)](#) for interim, annual, and final research performance reports. You do not have to use the RPPR right now. [DoD plans to use the report in the future](#).

We may issue an award modification that requires you to use the RPPR after a final notice is issued in the Federal Register.

3. Department of Defense (DD) Form 882 Report of Inventions and Sub-awards

a. Invention Reports

- (1) You must provide a final invention report on DD Form 882. Our award documents specify the due date. You can get the form at <http://www.dtic.mil/whs/directives/forms/eforms/dd0882.pdf>.
- (2) You must submit invention reports even if you do not have a patent to report.

b. Sub-Award Reporting

You must use the DD Form 882 to tell us about any sub-awards. Your award will provide specific instructions. You can get the form at <http://www.dtic.mil/whs/directives/forms/eforms/dd0882.pdf>.

4. Standard Form (SF) 425 Federal Financial Report

Our awards require a final SF 425 Federal Financial Report. You can get the form at http://www.whitehouse.gov/sites/default/files/omb/assets/grants_forms/SF-425.pdf.

- a. If you request any advance payment(s) under your award, you must submit quarterly SF 425 reports for the life of the grant. Our awards include specific instructions.
- b. You do not have to submit quarterly SF 425 reports if you only request payments by reimbursement.

5. Electronic Payment Requests and Electronic Payment

You must submit payment requests electronically using the Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT) application. All payments must be made using the electronic funds transfer (EFT) method.

You must register to use iRAPT in the Wide Area Workflow (WAWF) e-Business Suite at <https://wawf.eb.mil/>. The website includes registration instructions.

If you have WAWF or iRAPT questions or problems, you can get help by telephone at (866) 618-5988 or (801) 605-7095, by electronic mail at <mailto:disa.ogden.esd.mbx.cscassig@mail.mil>, or the via Internet at <https://wawf.eb.mil/xhtml/unauth/web/homepage/vendorCustomerSupport.xhtml>.

6. Property Reports

If we furnish any property owned by the Government under an award, you must submit periodic property status reports as described in [2 CFR 200.329](#) and further implemented for grants by the DoD T&C [REP Article III. Reporting on Property](#).

7. Other Reports

The Basic Research Office may ask for quarterly reports as needed. We use these informal reports for program purposes, such as preparation for meetings and other technical purposes. We highly recommend you provide this information in a timely manner by electronic mail directly to the Basic Research Office.

8. Electronic Submission of Reports

You must plan on submitting reports electronically. You can submit most reports through the internet application at <http://afosr.reports.sgizmo.com/s3/>. Some reports must be sent using electronic mail. Our award documents provide specific instructions that you must follow.

VII. AGENCY CONTACTS

A. TECHNICAL INQUIRIES AND QUESTIONS

Questions of a technical nature on a specific topic must be directed to one of the program officers identified in [Section I.A. OBJECTIVES](#) above. You should submit your questions in writing by email not later than Noon EST on 31 Jul 19 to make sure we have time to respond. You should include the announcement number in the subject line.

If you submit a question by telephone call, fax machine, or other means you will not receive a response.

B. GENERAL INQUIRIES AND QUESTIONS

You must send all general questions about this announcement by email. Your questions will be consolidated with other questions and posted on Grants.gov so everyone gets the same information. You should include the FOA number in the subject line.

Ms. Lisa Pizarro
Grants Officer
Email: Lisa.Pizarro.1@us.af.mil

C. PROGRAMMATIC QUESTIONS

Overall DEPSCoR questions can be directed to the Basic Research Office. You must submit all questions in writing by electronic mail. You should include this FOA number and the BAA number of the service announcement you are proposing to in the subject line.

Dr. Rushyannah Killens-Cade
AAAS Science and Technology Fellow
Email: Rushyannah.R.Killens-Cade.ctr@mail.mil
Courtesy Copy: Lisa.Pizarro.1@us.af.mil

If you submit a question by telephone call, fax message, or other means you will not receive a response.

VIII. OTHER INFORMATION

A. OMBUDSMAN

1. An ombudsman has been appointed to hear and facilitate the resolution of concerns from offerors, potential offerors, and others for this acquisition. When requested, the ombudsman will maintain strict confidentiality as to the source of the concern. The existence of the ombudsman does not affect the authority of the program officer, grants officer, contracting officer, or source selection official. Further, the ombudsman does not participate in the evaluation of proposals, the source selection process, or the adjudication of protests or formal grant or contract disputes. The ombudsman may refer the party to another official who can resolve the concern.
2. Before consulting with an ombudsman, interested parties must first address their concerns, issues, disagreements, and/or recommendations to the grants or contracting officer for resolution. Consulting an ombudsman does not alter or postpone the timelines for any other processes (e.g., agency level bid protests, GAO bid protests, requests for debriefings, employee-employer actions, contests of OMB Circular A-76 competition performance decisions).
3. If resolution cannot be made by the grants or contracting officer, concerned parties may contact the AFRL Ombudsman: Ms. Lisette K. LeDuc HQ AFRL/PK, Wright-Patterson AFB OH. Telephone: (937) 904-4407; Email: lisette.leduc@us.af.mil.
4. Concerns, issues, disagreements, and recommendations that cannot be resolved at the MAJCOM/DRU or AFISRA level, may be brought by the concerned party for further consideration to the U.S. Air Force ombudsman, Associate Deputy Assistant Secretary (ADAS) (Contracting), SAF/AQC, 1060 Air Force Pentagon, Washington DC 20330-1060, phone number (571) 256-2397, facsimile number (571) 256-2431.
5. The ombudsman has no authority to render a decision that binds the agency.

6. Do not contact the ombudsman to request copies of the solicitation, verify offer due date, or clarify technical requirements. Such inquiries shall be directed to the grants or contracting officer.

B. GRANTS OFFICERS AUTHORITY

Grants Officers acting within their warranted capacity are the only individuals legally authorized to make commitments or bind the Government.

No other individuals are authorized to make commitments or otherwise bind the DoD.

C. ADDITIONAL FUNDING OPPORTUNITIES

We post new funding opportunities throughout the year looking for today's breakthrough science for tomorrow's Air Force. You can find more information about Air Force Office of Scientific Research interests and funding opportunities on our website at <http://www.wpafb.af.mil/afri/afosr> .

Thank you for your interest in this announcement.