

# DARPA SBIR FAST TRACK PROGRAM

## APPLICATION INSTRUCTIONS

**APPLICATION ASSESSMENTS:** Applications for the Fast Track program will be reviewed for overall merit based upon the following criteria which are listed in descending order of importance, where criteria A is more important than criteria B individually.

1. Transition Potential: There is support and a stated need from the appropriate DARPA Technology Office(s) or other DoD Agency. The funding profile demonstrates incremental progress toward transition and future technology insertion.
2. Value to DARPA Mission: DARPA's mission is to maintain the technological superiority of the U.S. military and prevent technological surprise from harming our national security by sponsoring revolutionary, high-payoff research that bridges the gap between fundamental discoveries and their military use. DARPA programs focus on high-risk research with that will have payoffs that could provide dramatic advances in military capabilities. The Fast Track application must speak to how the Phase II will support the DARPA mission.

It cannot be assumed that reviewers are acquainted with the firm or key individuals or any referenced experiments. Technical reviewers will base their assessments only on information contained in the application. Relevant supporting data such as journal articles, literature, including Government publications, etc., should be contained or referenced in the application and will count toward the 15-page limit. Where applications are assessed as essentially equal in merit, cost to the Government will be considered in making the final selections. DARPA reserves the right not to fund any portion of the Fast Track Program. DARPA will select for funding the applications that best meet our needs, regardless of whether we have exhausted all the available funding.

Following the Fast Track application assessment, a determination will be made whether or not to invite a firm to submit a Phase II proposal. Notifications will be distributed electronically, via e-mail, to the Company Official listed on the application coversheets. Firms selected during the preliminary assessment process will have thirty (30) days to prepare and submit their Phase II proposal to DARPA for final Fast Track consideration and evaluation.

**PROPOSAL EVALUATION:** DARPA will evaluate invited Phase II proposals in an expedited manner in accordance with the stated criteria (see section 4.3 of the DoD Solicitation), and may select these proposals for Phase II award provided: (1) they meet or exceed selection criteria and (2) the project has substantially met its Phase I technical goals. Please Note: Phase I interim funding is not guaranteed. If awarded, it is expected that interim funding will generally not exceed \$50,000. Selection and award of a Fast Track proposal is not mandated and DARPA retains the discretion not to select or fund any Fast Track proposal. **Please Note:** Firms who have competed for Fast Track may still be eligible to compete for a regular Phase II in the DARPA SBIR Program.

**TEMPLATE – NEXT PAGE**



## **TEMPLATE FOR DARPA FAST TRACK APPLICATION**

*(Follow this template for your technical upload)*

### **Section A. DARPA Program Manager:**

DARPA Technical Office:

DARPA Program (if applicable):

First and Last Name:

Email address:

### **Section B. DoD Acquisition Program (or DoD Procuring Organization) Point of Contact:**

First and Last Name:

Title:

Email address:

Phone number:

### **Section C. Proposed Phase II Technology and Transition Factors:**

*In 15 pages or less, address each of the following questions in sequential order (place question with number prior to your answer):*

1. Briefly describe your Phase I technical accomplishments and how they will support your Phase II.
2. What technology is being proposed in Phase II and how is it expected to be transitioned after/during project completion?
3. How does your SBIR Phase II support the DARPA Mission? Please describe the following:
  - a) The current problem (i.e., capability need) your research is addressing.
  - b) How the current problem will be solved.
  - c) The value to the DARPA Mission in utilizing the proposed solution.
4. What are the required exit criteria for the SBIR Phase II such that the acquisition program manager/procuring organization might agree to insert this technology? Note: Exit criteria are some level of demonstrated performance outcome (e.g., level of engine thrust), the accomplishment of some process at some level of efficiency (e.g., manufacturing yield), or successful accomplishment of some event (e.g., first flight), or some other criterion that indicates that aspect of the program is progressing satisfactorily.
5. Describe the funding profile required to assure transition of the technology upon completion of the SBIR Phase II Program. The funding profile shows the incremental funds over time required to complete transition (as projected). The common basis is usually the activities that make up the project. Each activity has a duration and a cost associated with it. When the two are linked together, they produce a profile that indicates the cost over time.
6. What is the DoD Acquisition Program Manager's and/or DoD procuring organization's interest in your Phase II and possible commitment to transition? (You must include an advocacy letter from the relevant DoD Acquisition Program Manager(s) and/or DoD procuring organization(s) articulating their pull for this technology (i.e., what DoD need does this technology support and why is it important). The letter does not count towards the page count). **PLEASE NOTE:** It is advised that you work with your DARPA Program Manager EARLY in your application process to secure your advocacy letter in a timely fashion. **The DARPA SBIR Program Management Office will NOT accept late letters for any reason.**
7. What are the risks (cost, schedule, technical, manufacturability, and sustainment) associated with your Phase II?
8. What is the identified technology road-map for developing and transitioning the proposed technology? (A diagram or flow chart is acceptable as an "answer" to this question.)

**Section D. ADVOCACY LETTER(s):** Insert here or FAX to 703-205-1596 (*coversheet should reference your fast Track application number*)

**Section E. OUTSIDE INVESTOR LETTER(s):** Insert here or FAX to 703-205-1596 (*coversheet should reference your fast Track application number*)

**Section F. Concise Statement of Work for Interim Effort**

**CHECKLIST****Fast Track Application: Technical Upload Checklist**

Your total technical upload must include the following:

- Transition Plan (following above template): maximum 15 pages.
- An advocacy letter from the relevant DoD acquisition program manager(s) and/or DoD procuring organization(s) articulating their pull for this technology (i.e., what DoD need does this technology support and why is it important to fund it). This letter should be included as the last part of your technical upload or faxed to 703-205-1596.
- A letter from the outside investor, stating the amount the investor will provide. This letter should be included as the last part of your technical upload or faxed to 703-205-1596. (Letter should not exceed 2 pages).
- Concise Statement of Work for Interim Effort

**Please be advised**, within 45 days of Phase II Fast Track Program Award notification, the company and third party must certify, that the entire amount of the matching funds from the outside investor has been transferred to the company. Certification consists of a letter, signed by both the company and its outside investor, stating that "\$\_\_\_\_\_ in cash has been transferred to our company from our outside investor in accordance with DARPA Fast Track Program procedures." The letter must be sent to the DARPA Program Management Office along with a copy of the company's bank statement showing the funds have been deposited. If the outside investor is a non-SBIR/non-STTR DoD program, it must provide a line of accounting within the 45 days that can be accessed immediately or a copy of the first five pages of the contract.

**Note: Failure to follow the above instructions or** meet these conditions in their entirety, within the time frames indicated, will generally disqualify a company from participation in the DARPA SBIR Fast Track Program process and **result in automatic rejection of your application**.

**FUNDING FROM MULTIPLE SOURCES:**

An Applicant may have several sources of non-SBIR/STTR investment on one Fast Track application. The DoD Submission System only allows you to submit the name of one investor on the application. DARPA will accept applications with a maximum of three (3) investors.

Please place another sheet BEFORE "Section A" of the technical upload that says "Additional Investors" and follow the format below (for each additional investor – place all on the same sheet). This will not count against the page limit.

**Please note** – on your application cover sheet, in the section - "Proposed DoD SBIR/STTR Funds for Fast Track" - be sure to enter the TOTAL amount of SBIR funds you are seeking should you be selected for a DARPA Fast Track Award. In the section - "Amount of Matching Funds (Cash) the Investor will Provide" - ONLY mark the amount that the outside investor listed on the cover sheet is providing.

**Additional Outside Investor**

Name of Outside Investor:

Organization:

Mail Address:

City:

State:

Zip:

If private sector investor, Taxpayer Identification Number:

Amount of Matching Funds (Cash) the Investor will provide: \$

**Outside Investor Official**

Name:

Title:

Phone: Ext:

Email: