

DARPA SBIR ENHANCEMENT PROGRAM

APPLICATION INSTRUCTIONS

APPLICATION ASSESSMENTS: Applications for the Enhancement 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 Enhancement 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 Enhancement Program.

DARPA will select for funding the applications that best meet our needs, regardless of whether we have exhausted all the available funding.

TEMPLATE – NEXT PAGE



TEMPLATE FOR DARPA ENHANCEMENT 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 II technical accomplishments and how they will be supported by an Enhancement.
2. How do you expect to transition your technology after/during Phase II completion?
3. How will the proposed Enhancement 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

Enhancement 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 Enhancement 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 Enhancement 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 Enhancement 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 Enhancement 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 Enhancement" - 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: