

proposals. If the submissions are all unclassified, you may use the US Postal Service (USPS) or an express mail service (e.g., FedEx, UPS, etc.); classified submissions may NOT be sent via non-US Postal Service carriers. Multiple abstracts may be sent in a single delivery (multiple folders within a single box); however, each abstract's required electronic copy must be on a separate disk (i.e., do not combine multiple abstracts on a single disk).

40Q: Will some form of business license be required to move forward with a proposal, or to obtain a TIN? I would be part of a two person team not associated with a business or university. Likely falling under the definition of "skilled hobbyists".

40A: See Q/A #33-34 and BAA Section 6.2.1.

39Q: Are proposals written and submitted by individuals given certain latitude if they were to miss a key step or make a bad assumption? For example, as an individual and trying to interpret FAR 4.1102, I do not expect to have to get a DUNS number or have a CAGE code. However, if that is a bad assumption, will I be excluded or have an opportunity to repair an oversight in the proposal package? Can I submit my homework for pre-review for adequacy of the submittal package (recognizing that you are not reviewing my proposal idea for suitability)?

39A: All proposers, whether individual or otherwise, are responsible for adhering to the requirements outlined in the BAA and its attachments; all abstracts and proposals will be held to the same standards regardless of the type of proposer. Proposers may submit questions related to BAA requirements to Improv@darpa.mil but DARPA cannot pre-review submissions for adequacy. Also see Q/A #33-34.

38Q: As an individual proposer, I don't have a business development staff and will be preparing my submissions on my own time. Can I build the cost of abstract and proposal development into my proposal or would that reflect unfavorably on me?

38A: It is up to the proposer. Since the Purchase Order will be fixed priced, you will be paid only the amount specified in the instrument, regardless of costs incurred. You will, however, have to justify your proposed costs.

37Q: What can I expect the payment terms on the Purchase Order (PO) to be? Is this a pay after completion or is there an interim payment to cover accrued expenses and effort? I don't see a place for terms in the PO addendum.

37A: You will be paid after delivery of the report or product required by the Purchase Order.

36Q: In the cost volume attachments, there are some terms there that are not necessarily attributable to an individual proposer, but for which there are some justifiable expenses to be considered (e.g., Fringe Benefits, Overhead, G&A, Facilities Cost of Money). I want to fairly/properly account for the use of my hobby, tools, equipment, workshop, etc. so can you suggest how an individual should go about dealing with some of the non-labor and non-materials parts of the cost volume?

36A: We are unable to provide guidance on how to treat these costs.

35Q: I understand I own all Intellectual Property developed under my proposal and can appreciate that the Government might not want DARPA-inspired improvised devices being published in the common media. However, if my data were to be classified as Controlled Unclassified Information (CUI), will I be compensated for the inability to publish or use my results elsewhere?

35A: No.

34Q: I would like to propose as an individual but I don't have a DUNS#. Do I need one to propose?

34A: You do not need a DUNS# to submit an abstract but, per BAA Section 6.2.1, it is required for proposals and to register in the System for Award Management (SAM).

Note: only businesses can get a DUNS# so individuals would need to establish themselves as such first (e.g., a sole proprietorship). Information on this subject may be found on the websites for the Small Business Administration

(<https://www.sba.gov/starting-business/how-start-business/business-types/self-employed-independent-contractors>) and IRS (<https://www.irs.gov/Individuals/Self-Employed>).

Per the SAM FAQ, all individuals who desire to do business with the Federal Government are considered Sole Proprietors for the purpose of SAM registration. Also see Q/A33.

33Q: I would like to propose as an individual. Do I have to register in the System for Award Management (SAM)?

33A: Per BAA Section 6.2.1, in order to receive an award, all proposers (individual or otherwise) must be registered in SAM unless exempt per FAR 4.1102. Note: the only two exemptions that may potentially be applicable to Improv are if the awarded effort is classified (FAR 4.1102(a)(2)) or if the award is made to an individual *for work performed outside the U.S. and its outlying areas* (FAR 4.1102 (a)(4)).

32Q: The BAA says the purpose of Phase 2 is to “*build a functional system that will enable experimental evaluations of key aspects of system performance.*” It is unclear if there will be demonstrated performance to an evaluator or if performers just use their system personally to develop the report. I read this to say we internally use the prototype and to be prepared to ship it for evaluation later.

32A: That is correct; Government evaluation of prototypes does not occur until Phase 3.

31Q: The BAA says the “parameters and metrics are adjusted throughout the Phase 2” but it will be difficult to meet a moving target with a changing scope on a fixed price contract. Can you elaborate on what could potentially be adjusted in Phase 2?

31A: Technical goals are frequently modified as projects progress. Typically, this is due to the knowledge gained during the development process and goal modifications are done at the request of the developer.

30Q: Is the intention of Phase 3 a physical proof of the system built as a threat, or is this a table exercise to evaluate the threat of the system documented in Phase 2?

30A: It depends upon what we want to learn from evaluating each prototype, which is information provided by the performer at the conclusion of Phase 2.

29Q: I have five areas that I think are within scope of the BAA. They are written to stand alone; however, the sum of the ideas are bigger than the sum of the individual proposals. Since I have a page limit, I do not want to take up valuable space to reference the other ideas. Should I include a cover letter and have them considered as a group, but available for individual award? In my abstract, should I reference that there are companion proposals?

29A: See Q/A#7.

28Q: I wish to submit an abstract, however per section 4.5.1 of your BAA, submissions must be

provided by mail or hand-delivered. I am based overseas and am concerned that if I send my submission by mail it will not arrive in time for the 13 April 2016 cut off. Given that I am located overseas would you consider receiving my abstract submission via email?

28A: All submissions must be sent in accordance with the instructions outlined in the BAA. Please note that the mail option includes express mail delivery. See Q/A #41.

27Q: Must the internet be used in some way in the concept?

27A: No.

26Q: What is the dollar limit of prototype materials cost, (if any)?

26A: See BAA Section 2.1 for the anticipated funding levels for each phase of the program. Per Section 5.1, proposed costs must be consistent with the statement of work and reflect the objectives of the BAA.

25Q: If toxins, radioactive material, or chemicals are used in the concept, must they be manufactured as part of the evaluation, or only stated as necessary? If only stated as necessary, will a description of the manufacturing process be part of the evaluation?

25A: It would depend on the specific concept. All proposers should review the criteria listed in Section 5 of the BAA and decide what is critical to the concept and what is not. Also see Q/As #16, 17 and 19.

24Q: Is this program exclusively for technologies that might pose threats to our military forces, or is it also open for technologies that pose threats to domestic law enforcement officers and emergency first responders (i.e. in the context of a domestic terrorist attack)?

24A: The program focus is on threats to current U.S. military operations, equipment, and/or personnel regardless of where they are located (domestic or otherwise). Threats specific to law enforcement/first responders would be considered out of scope.

23Q: Can I assume if there are no unusual answers in the “Administrative & National Policy Requirements” for my team members that we would be eligible to participate? Is there some other description of eligibility that could preclude me/us?

23A: The BAA (including its attachments) and this FAQ provide guidance related to the eligibility of common proposer types. Per Section 3 of the BAA, DARPA will make eligibility determinations on a case-by-case basis. If you have a specific concern related to the eligibility of a team member, please email a summary of the issue to Improv@darpa.mil.

22Q: Are applicants placed on a terrorist watch list when they submit a proposal or design, either during the "contest" or after the "winners" are selected?

22A: No. See Q/As #15-17.

21Q: The abstract cover sheet requests a CAGE code and Security POC but I'm proposing as an individual. Do I need this information to submit an abstract?

21A: No, this information is not required for abstracts if it is not applicable.

20Q: Does DARPA define “threat” as only involving physical harm or destruction, or can it be interpreted broadly to include other types of threats, such as cyber threats, threats to operational security, communications security, or intelligence gathering threats?

20A: Improv is NOT limited to physical threats.

19Q: What protection from infringement of federal laws will be given to participating teams?

19A: None. All proposals must contain an acknowledgement that participation in the Improv program, whether as a proposer or performer, does not authorize any violation of local, state, or Federal law (See Section 2 of Attachment 1 to the BAA.). Also see Q/A #16.

18Q: The BAA does not seem to provide any guidance on suitable IT security. This project seems to fall down the cracks between the normal scope of classified work and work that is non-classified but requires discretion. Can you provide some suggestions on how participants might approach that with commercially available tools (S/MIME, OpenPGP)?

18A: Given the broad technology scope of Improv, DARPA anticipates that efforts will be classified and unclassified (to include Controlled Unclassified Information). Proposers needing assistance with determining the appropriate classification level (if any) may send an *unclassified* email to Improv@darpa.mil to request contact by DARPA Security. Two key factors that will be considered are the technology proposed and the ability of the proposer to handle sensitive information, but there are others. See BAA Sections 3.4, 4.5.2, 4.5.3 and 6.2.7 for additional guidance.

17Q: It seems like any capability that could harm the military would be illegal so I am wondering whether it's the materials and methods used to build a system that must be legal or the resulting capability that must be legal. Would developing a system that uses an illegal capability be considered to adhere to the requirement that a proposer can, "reconfigure, repurpose, program, reprogram, modify, combine, or recombine commercially available technology in any way within the bounds of local, state, and federal laws and regulations", because it is legal to build such a system though not legal to use it?

17A: Part of the art of engineering and proposal writing is making a compelling case for your idea within all applicable constraints, and complying with the law is an Improv program constraint. It is the proposer's responsibility to understand what is and is not permissible in their local area. Also see Q/A #16.

16Q: The BAA states, "Performers may reconfigure, repurpose, reprogram, modify, combine, or recombine commercially available technology in any way within the bounds of local, state, and federal laws and regulations." This seems to be at odds with the stated goal of "seeking prototype products and systems that have the potential to threaten current military operations, equipment, or personnel and are assembled primarily from commercially available technology." Can you explain what is off-limits?

16A: All performers must comply with all applicable laws. It is important to also note that a compelling technology demonstration need not be completely realistic. For example, software could be tested on a small closed network rather than the internet, or a light could be activated instead of an explosive. Proposers should concentrate on demonstrating the part of their idea that is novel and non-obvious while remaining unambiguously within the law.

15Q: Where can I find the Rules, Terms and Conditions for participation in the Improv competition/challenge/contest?

15A: Improv is not a DARPA Challenge, competition or contest; the solicitation of innovative research is being accomplished via the Improv BAA. The BAA describes the

program objectives and (along with its attachments) contain all the information necessary to propose to the program.

14Q: My company does not have a DCAA-audited accounting system nor does it have a business structure that readily allows for delineation of direct and indirect labor costs by individual or by labor category. Would the government in this case consider a price-based analysis - rather than cost - using fully burdened labor rates? Such an approach would require deviation from the templates for the Cost Volume and Cost Summary documents for the proposal phase.

14A: Yes, as long as you can justify the rationale for your proposed costs.

13Q: In BAA Section 3.2 (Conflicts of Interest), SETA contractors are listed as being in possible conflict. Does this only apply to DOD contractors?

13A: The policies and disclosure requirements regarding Organizational Conflicts of Interest as referenced in BAA Section 3.2 are Government-wide (see FAR 9.502).

Therefore, *any* proposer who believes they may have a conflict of interest must disclose that fact. However, the requirement listed in Section 2 of Attachment 4 to the BAA is specific to proposers who are currently providing SETA or similar support to DARPA.

12Q: Can I email you my abstract?

12A: No. Per Section 4.5 of the BAA, abstracts may not be submitted via email.

11Q: What address should participants use to send prototypes along with their proposals?

11A: Prototypes *must not* be submitted with proposals. Should a proposer be selected to proceed beyond Phase 1 of the program, instructions regarding prototypes will be provided at that time. See Section 1.2 of the BAA.

10Q: Will the Proposers Day Webcast be available at a later date in a recorded form?

10A: DARPA anticipates posting the briefing slides presented during the webcast as well as a consolidated Question and Answer document to the DSO Solicitations page (<http://www.darpa.mil/work-with-us/opportunities?tFilter=&oFilter=2&sort=name>).

Viewing the webcast is not required to propose to the BAA, so if you have an idea that you believe is within scope of the Improv BAA, you should submit an abstract per the instructions in Section 4 of the BAA. Note: All proposers must go through the abstract process prior to submitting a full proposal.

9Q: Can I contact the Program Manager to see if my idea is applicable to Improv?

9A: The Improv BAA describes DARPA's objectives for this program. After reviewing the BAA, if you believe your idea is within scope, you should submit an abstract per the instructions in Section 4 of the BAA. Note: All proposers must go through the abstract process prior to submitting a full proposal.

8Q: Can I propose as an individual? I am not affiliated with an organization, business, or team.

8A: Per Section 3 of the BAA, any responsible source (including individuals) capable of meeting all eligibility requirements and satisfying the Government's needs may propose.

7Q: Can a team or individual submit multiple proposals?

7A: Per Section 1.3 of the BAA, proposers may submit multiple abstracts and proposals; however, each abstract or proposal may only address a single prototype system or product.

6Q: Are foreign nationals allowed to propose to the Improv BAA?

6A: Yes. Per Section 3.1.1 of the BAA, non-U.S. organizations and/or individuals may participate to the extent that such participants comply with any necessary and applicable nondisclosure agreements, security regulations, export control laws, and other governing statutes.

5Q: I have registered for the program on the Improv FBO Signup page but it looks like you have a security leak there. Once we sign up, we can view the list of interested parties including names and addresses. I do not mind DARPA having my name and address but I do not want these other unknown parties, and anyone who signs up for the Proposers Day web seminar, to be privy to my information.

5A: Registering for the Interested Vendors List on FBO is a feature of the Federal Business Opportunities website that is completely separate from any DARPA requirement and is not specific to Improv or DARPA. Anyone interested in any Government funding opportunity may register on the FBO Interested Vendors List for a specific opportunity or all opportunities. In addition, the registration site for the Proposers Day is separate from FBO and is not linked in any way. Also see Q/A #3 and #4.

4Q: I read that I can propose an idea at www.FBO.gov but I don't see where to do that.

4A: Submissions for the Improv BAA cannot be made on the FBO website. Interested parties may access the BAA document and associated attachments on FBO; however, abstracts and proposals must be submitted in accordance with the instructions outlined in Section 4 of the BAA.

3Q: Do I need to sign up or register anywhere to apply to the program?

3A: No. Registration was only required for viewing the Improv Proposers Day webcast; no registration is necessary to propose to the Improv BAA. See Section 4 of the BAA for information on proposing (e.g., content requirements, submission instructions, etc.).

2Q: Can a Federally Funded Research and Development Center (FFRDC) or Government lab submit a proposal?

2A: DARPA will determine the eligibility of FFRDCs and Government entities (e.g., Government/National laboratories, military educational institutions, etc.) on a case-by-case basis. These determinations will be based on whether the entity can meet the conditions outlined in Section 3 of Attachment 4 to the BAA.

1Q: Are active duty military personnel eligible to propose?

1A: Current Federal employees (to include military personnel) proposing as individuals, i.e., outside the scope of their employment, are not eligible to receive awards under the Improv BAA, in accordance with the Federal Acquisition Regulation (FAR) Subpart 3.6. This also applies to a group of individual Federal employees proposing as a team unaffiliated with a Government entity.