

Computers and Humans Exploring Software Security (CHESS) Program HR001118S0040

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DISCLAIMER

If the BAA contradicts any information in these slides,

the BAA takes precedence.



BAA OVERVIEW

- BAA follows procedures in accordance with FAR 35.016.
- BAA (and any future amendments) is posted on FEDBIZOPPS at www.fbo.gov and Grants.gov at www.grants.gov.
- Due Dates:
 - Abstracts: 12 noon ET, May 3, 2018
 - Proposals: 12 noon ET, June 15, 2018
- BAA covers all info needed to submit proposals. Follow instructions for proposal preparation and submittal.



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POTENTIAL AWARD INFORMATION

- Program work divided into 5 Technical Areas (TAs)
- Anticipate multiple awards for TA1 and 2; and single awards for TA3, 4 and 5.
- Awards structured into a forty-two month projects comprising three phases divided into 18-month Phase I and 12-month Phases II and III.
- Must submit single TA per proposal, but can submit to any or all TAs. However, only TA1/2 proposals can be awarded to a single institution. No other combinations allowed.
- Awards may be Procurement Contracts or Cooperative Agreements – Grants do not appear to be suitable award mechanisms.
- Associate Contractor Agreements (ACA) may be required due to close collaboration requirements among various TAs



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HUMAN SUBJECTS RESEARCH (HSR) POTENTIAL

- TA1 & TA5 may require HSR depending upon proposed solution
- For all proposed HSR in the first year/phase of the project, the institution must provide evidence of or a plan for review by an Institutional Review Board (IRB) as part of their proposal.
- In addition to a local IRB approval, a headquarters-level human subjects administrative review and approval is required.
- The IRB approval process can last between one and three months, followed by a DoD review that could last between three and six months.
- Propose HSR as separate, option effort – DoD/DARPA funding cannot be used toward human subjects research until ALL approvals are granted.



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BAA ELIGIBILITY

- All interested/qualified sources may respond subject to the parameters outlined in the BAA.
- Foreign organization/individuals – check all applicable Security Regulations, Export Control Laws, Non-Disclosure Agreements, and any applicable governing statutes.
- FFRDCs/UARCs and Government entities
 - Subject to applicable direct competition limitations
 - Must clearly demonstrate eligibility per BAA
- Real and/or Perceived Conflicts of Interest
 - Identify any conflict
 - Include mitigation plan



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PROPOSAL PREPARATION INFORMATION

- Proposals consist of two volumes – Technical and Cost – and LOE Summary Spreadsheet.
- Volume 1 - Technical and Management
 - Maximum page limit of 40 pages
 - Includes mandatory Appendix A – does not count towards page limit.
 - Includes optional Appendix B – does not count towards page limit
- Volume 2 – Cost - No page limit.
- Level of Effort Summary by Task Spreadsheet – Example an Attachment to BAA
- Proposal Summary Quad Chart – Example a second Attachment to BAA
- The BAA will describe the necessary information to address in each volume –
 - Make sure to include every section identified.
 - If a section does not apply – put “None” (e.g., Animal Use – None, OCI - None)
 - Include a working/unprotected spreadsheet as part of your Cost Volume submission.
 - Review individual TA descriptions, IP rights, and the deliverables section for submittal information



STATEMENT OF WORK (SOW) PREPARATION TIPS

Write a SOW as if it were an attachment to an award

- Don't use proposal language (e.g. we propose to do . . .)
- Break out work between any phases/time periods identified in the BAA
- Succinctly and clearly define tasks & subtasks
- Identify the primary organization responsible for task execution
- Identify measurable milestones and define deliverables
- Do not include any proprietary information!



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PROPOSAL PREPARATION TIPS

- **Substantial Time Commitment**
 - Propose substantial time commitment for key personnel
 - If PI is committed to multiple projects, consider co-PI(s) or document mitigation efforts to make up for PI's lack of commitment to effort
- **Risk** – Do not be afraid to address Risk in Technical Volume
 - Identify risk(s) to show an understanding of technical challenge(s)
 - Discuss metrics / potential mitigation plans / alternative directions
 - If conducted prior research, use data to justify why approach will work
- **Page Limits** – Depth better than breadth
 - Focus on most critical/beneficial aspects – don't overwhelm with mediocrity
 - Don't sacrifice SOW
- **Map Costs to Tasks**



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PROPOSAL PREP CONT'D – INTELLECTUAL PROPERTY RIGHTS

- Government desires, at a minimum, **Government Purpose Rights** for any proposed noncommercial software and technical data. (SEE DFARS 227 for Patent, Data, and Copyrights)
- Since CHES will emphasize creating and leveraging open source technology, IP rights and software licenses asserted by proposers are strongly encouraged to be aligned with this goal.
- Data Rights Assertions – IF asserting **less than Unlimited Rights**:
 - Provide and justify basis of assertions
 - Explain how the Government will be able to reach its program goals (including transition) within the proprietary model offered; and
 - Provide possible nonproprietary alternatives
- IF proposed solution utilizes commercial IP – submit copies of license with proposal



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ITEMS TO NOTE

- Fundamental vs. non-fundamental research and Controlled Unclassified Information (CUI)
- Understand and comply with SAM, E-verify, FAPIIS, i-Edison and WAWF. Links are found in the BAA.
- For planning purposes - anticipated Program Start Date November 1, 2018
- Subcontracting Issues
 - Non-Small Businesses: Subcontracting Plans required for FAR-based contracts expected to exceed the applicable threshold (\$700K).
 - Subcontractor cost - Proposals must include, at a minimum, a non-proprietary, subcontractor proposal for EACH subcontractor. Include any internal price/cost analysis of subcontract value in proposal.
 - If utilizing FFRDC/UARC, Government entity, or a foreign-owned firm as a subcontractor, submit their required eligibility information, as applicable.



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ITEMS TO NOTE CONTINUED

- Proposals must be valid for a minimum of 180 days
- If a prospective proposer believes a conflict of interest exists or has a question on what constitutes a conflict - promptly raise the issue with DARPA
- Document files must be in .pdf, .odx, .doc, .docx, .xls, and/or .xlsx formats.
- Submissions must be written in English.
- Cooperation between TAs – Frequent events (hackathons / demonstrations / program evaluation events)
- TA5 proposers must have some personnel with a final Top Secret clearance that are eligible for SCI. Proposers to TA5 must provide their CAGE code and security point(s) of contact in their proposals.



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PROPOSAL SUBMISSION

- All submissions will be completely UNCLASSIFIED. Any classified proposal submission will not be accepted.
- Submit all proposals via DARPA's web-based upload system. Submission must be in a single zip file not exceeding 50 MB.
- Follow submission procedures outlined in the BAA. DO NOT submit proposals except as outlined in the BAA (e.g., email/fax submissions will NOT be accepted).
- DO NOT wait until the last minute to submit proposals – the submission deadlines as outlined in the BAA will be strictly enforced!
- DO NOT forget to FINALIZE your proposal submission in the submission tool!



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EVALUATION / AWARD

- No common Statement of Work - Proposal evaluated on individual merit and relevance as it relates to the stated research goals/objectives.
- Evaluation Criteria (listed in descending order of importance) are: (a) Overall Scientific and Technical Merit; (b) Potential Contribution and Relevance to the DARPA Mission; and (c) Cost Realism.
- Evaluation done by scientific/technical review process. DARPA SETAs with NDAs may assist in process.
- Government reserves the right to select for award all, some, or none of the proposals received, to award portions of a proposal, and to award with or without discussions.



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COMMUNICATION

- Prior to Receipt of Proposals – No restrictions, however Gov't (PM/PCO) shall not dictate solutions or transfer technology. FAQs will be periodically posted to this BAA's DARPA web page.
- After Receipt of Proposals – Prior to Selection: Limited to PCO – typical communication to address proposal clarifications.
- After Selection/Prior to Award: Communications range from technical clarifications/revisions to formal cost negotiations. May involve technical as well as contracting staff.
- Informal feedback for proposals not selected for funding may be provided once the selection(s), if any, are made.

Only a duly authorized Contracting/Agreements Officer may obligate the Government



TAKE AWAY

- Submit abstracts / proposals before the due date/time - Do NOT wait until the last minute to submit.
 - Abstracts: 12 noon ET, May 3, 2018
 - Proposals: 12 noon ET, June 15, 2018
- Read and understand the BAA - Follow the BAA when preparing proposals.
- Be familiar with Government IP terms from the DFARS Part 227.
- Submit working/unprotected spreadsheet(s).
- The Contracting/Agreements/Grants Officer is the only Government official authorized to obligate the Government.