DARPA-PA-19-04

MTO Microsystems Exploration (μE)

<mark>Updated 5 February 2020</mark>

Proposal Preparation Checklist –

☐ Does the proposal include the Volume 1, Technical and Management Volume utilizing the required template provided with the μE Program Announcement?

☐ Does the proposal include the Volume 1, Summary Slide utilizing the required template provided with the μE Program Announcement?

☐ Does the proposal include a Task Description Document (TDD) as a part of Volume 1, Technical, and Management Volume?

☐ Does the proposal include the Volume 2, Price Volume utilizing the required template provided with the μE Program Announcement?

☐ Does the proposal include the Volume 2, Price Summary Spreadsheet utilizing the required template provided with the μE Program Announcement?

☐ Does the proposal include the Volume 3, Administrative, and National Policy Requirements utilizing the required template provided with the μE Program Announcement?

☐ Does the proposal include, if applicable, a copy of the model Other Transaction (OT) for Prototype with redlines and supporting comments?

☐ Does the proposal comply with the minimum requirements established in the μE topic announcements, to include phases, schedule, milestones, deliverables, and metrics, as applicable?

☐ Does the proposal stay within the price thresholds by phase, including both Government and Performer cost share?

Tips:

- Always check FBO for Program Announcement **AND** Topic Announcement updates, throughout the respective open periods.

- As stipulated in section 6.2 of the μE Program Announcement, failure to comply with the minimum requirements of the PA or topic (such as those listed above) will result in a proposal being deemed non-conforming.

- Regarding Attachment 2 of the μE Program Announcement, all proposers, to include Institutions of Higher Education, must include labor hours and associated labor rates for each labor category proposed.

- If clarification is needed regarding information in either the PA or the topic announcement, please send a request to the email address indicated in the PA or applicable topic announcement. Emails sent to any other address will be disregarded.

- This document and the FAQ are provided solely for clarification purposes; however, all proposals must comply with the requirements set forth in the Program Announcement and applicable topic announcement.

- Article VIII, "Foreign Access to Technology," of the model Agreement is required in all resulting μE Agreements. For teams that involve Institutions of High Education, please note that although the Article remains, subparagraph B(1)(e) specifically excludes fundamental research as a transfer of technology under the Agreement.

- Article X, "Safeguarding Controlled Unclassified Information and Controlled Technical Information and Cyber Incident Reporting," of the model Agreement is required in all resulting µE Agreements. Although the Article remains, subparagraph F(ii) would indicate that the requirements of the Article will not apply due to the fundamental nature of the effort. This information would be added to section F(ii) of the Article during negotiations. If any team member is performing restricted research (non-fundamental research) then section F(ii) would be completed during negotiations to identify that this work is subject to the requirements stipulated in this Article.
- Article XII, "Public Release or Dissemination of Information," of the model Agreement is set up under the assumption that the project would be fundamental research. However, the model Agreement provides alternative versions for the situation where research being provided by the prime or a subcontractor is restricted research (non-fundamental), such as work performed by a for-profit team member. Additionally, the Article would be modified during negotiations to reflect a hybrid approach where the different team members are providing both fundamental research and restricted research (non-fundamental) – for example, Institution of Higher Education as prime with a for-profit subcontractor.