**HR001124S0039: DSO Office-wide BAA**

**Abstract Instructions and Template**

***Use of this template is mandatory for all abstract submissions to this BAA. Proposers must also include Attachment B (Abstract Summary Slide Template) to constitute a full abstract submission. This document must include all components described herein and must be submitted in PDF or Microsoft Word formats. All submissions must be written in English, and all pages shall be formatted for printing on 8-1/2 by 11-inch paper with 1-inch margins and font size no smaller than 12-point. Font sizes of 8 or 10-point may be used for figures, tables, and charts.***

Abstracts shall not exceed a maximum of **5** pages. Abstracts should be at the UNCLASSIFIED or Controlled Unclassified Information (CUI) level. All proprietary data and information should be appropriately marked.

|  |  |
| --- | --- |
| **Page limit includes:** | **Page limit does NOT include:** |
| All figures, tables, charts | Cover Sheet |
|  | Table of Contents |
| Bibliography (Optional) |
| Technical Papers (Optional, no more than 3) |

Proposers are **strongly encouraged** to submit an abstract before submitting a full proposal. DARPA will respond to abstracts with a statement as to whether DARPA:

1. recommends the proposer submit a full proposal or,
2. does not recommend the proposer submit a full proposal with a rationale for this decision.

Regardless of DARPA’s response to an abstract, proposers may submit a full proposal. DARPA will review all conforming full proposals using the published evaluation criteria and without regard to any comments resulting from the review of an abstract. Proposers should note that a favorable response to an abstract is not a guarantee that a proposal based on the abstract will ultimately be selected for award negotiation. It is DARPA policy to attempt to reply to abstracts within thirty calendar days. These official notifications will be sent via email to the Technical POC and/or Administrative POC identified on the abstract coversheet.

Abstracts must be submitted per the instructions outlined herein *and received by DARPA* no later than the due date and time listed in the Overview Informations section. Abstracts received after this time and date may not be reviewed. Please visit [Proposer Instructions and General Terms and Conditions](https://www.darpa.mil/work-with-us/proposer-instructions) for instructions on how to submit your abstract through DARPA’s Broad Agency Announcement Tool (BAAT). **Regardless of instrument type desired, abstracts should not be submitted through Grants.gov.**

**COVER SHEET**

**[PRIME ORGANIZATION LOGO]**

|  |  |
| --- | --- |
| Abstract T**itle** |  |
| DSO Thrust Area |  |
| Proposer Organization |  |
| Technical Point of Contact (POC) | Name:  Mailing Address:  Telephone:  Email: |
| Administrative POC | Name:  Mailing Address:  Telephone:  Email: |
| Other Team Members **(subcontractors and consultants), if known/applicable** | Technical POC Name:  Organization:  Technical POC Name:  Organization: |
| **Estimated Total Cost (Base + Options)** | $ |
| Estimated Period of Performance |  |
| Identify any other solicitation(s) to which this concept has been proposed. |  |

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# Goals and Impact

[Describe what is being proposed and what difference it will make (qualitatively and quantitatively) if successful. Describe the innovative aspects of the project in the context of existing capabilities and approaches, clearly delineating the relationship of this work to any other projects from the past and present.]

# Technical Approach

[Provide answers to the following questions:

* What is the proposed work attempting to accomplish or do?
* How is the work performed today (what is the state of the art or practice), and what are the limitations?
* What is new in your approach, and why do you think it will be successful?
* How would the DoD testing community implement the proposed approach/work?
* How much will it cost (rough order of magnitude), and how long will it take?

Outline and address technical challenges inherent in the approach and possible solutions for overcoming potential problems. Provide appropriate measurable milestones (quantitative if possible) at intermediate stages of the project to demonstrate progress and a plan for achieving the milestones.]

# Capabilities/Management Plan

[Provide a brief summary of the expertise of the team, including subawardees and key personnel. While teaming arrangements do not need to be finalized at the time of abstract submission, mention of potential teaming/collaboration arrangements is highly encouraged. Identify a principal investigator for the project and include a description of the team’s organization, including roles and responsibilities. Describe the time and percent effort divisions for members participating in the effort and delineate individuals to avoid duplication of efforts.]

# Cost and Schedule

[Provide a cost estimate for resources (e.g. labor, materials) and any subawardees over the entire program (base + options), broken down by Contractor Fiscal Year]

# Bibliography (Optional)

[A brief (no more than 2 pages) bibliography maybe be provided with *links* to relevant papers, references, reports, etc.]