



## NOTICE OF FUNDING OPPORTUNITY

Fiscal Year 2026

Amendment 0001

### I. OVERVIEW INFORMATION

This is a special Notice of Funding Opportunity Announcement (NOFO) sponsored by the Air Force Office of Scientific Research (AFOSR), which will hereafter generally be referred to as “we, us, our, or AFOSR.” The Fiscal Year 2026 Air Force Young Investigator Research Program (YIP) intends to support individual early in career scientists and engineers who have received Ph.D. or equivalent degrees by 01 April 2018 or later showing exceptional ability and promise for conducting basic research. The program objective is to foster creative basic research in science and engineering; enhance early career development of outstanding young investigators; and increase opportunities for the young investigator to recognize the Air Force and Space Force mission and related challenges in science and engineering.

Individual awards are made to U.S. institutions of higher education, industrial laboratories, for-profit, or non-profit research organizations where the principal investigator (PI) is employed on a full-time basis and holds a regular, non-contractor position. A YIP PI must be a U.S. citizen, national, or permanent resident. Researchers working at a Federally Funded Research and Development Center, or a Department of Defense (DoD) Laboratory are not eligible for this competition.

YIP awards are funded up to \$150,000 per year for three years, for a total of \$450,000. No single year may exceed \$150,000. Please review the remainder of this announcement for additional information.

Under this competition, an anticipated thirty-seven (37) traditionally funded YIPs and two (2) YIPs funded in partnership with the Laboratory for Physical Sciences (LPS) in the Quantum Information Sciences research discipline may be awarded. There may be potential for an additional 37 YIPs funded from other AFOSR research funding. All actions are based on the availability of funds.

Proposers are encouraged to confer with the designated AFOSR Program Officer(s) prior to submitting a full proposal. We will evaluate proposals using an internal review panel. AFOSR reserves the right to select and fund all, some, or none of the proposals from any of the topics below. AFOSR provides no funding for direct reimbursement of proposal development costs. Technical and budget proposals (or any other material) submitted in response to this NOFO will not be returned. It is the policy of AFOSR to treat all white papers and proposals submitted under this NOFO as sensitive competitive information and to disclose their contents only for the purposes of evaluation.

White papers briefly summarizing the proposed institution's ideas are required. Submit white papers to our whitepaper portal, which is linked below. The topic points of contact (POCs) will coordinate to provide feedback on the white papers.

The proposals will need to include a data management plan, outlining how samples and data collected in the program will be stored and managed. This includes but is not restricted to issues such as standards for data and metadata collection, content and format, data archiving, database management, and data sharing within, outside the awardee and beyond the lifetime of the grant. This precondition is modeled on the National Science Foundation Data Management Plan requirement (e.g., <https://www.nsf.gov/eng/data-management-plans>).

IMPORTANT NOTE: Applicants should be alert for any amendments that may modify the announcement. Amendments to the original Notice of Funding Opportunity (NOFO) will be posted to the Grants.gov Webpage: <https://www.grants.gov/>.

**Hyperlinks have been embedded within this document and appear as underlined, and or blue- colored words in the midst of paragraphs. The reader may “jump” to the linked section within this document by “clicking” (CTRL + CLICK or CLICK).**

## II. BASIC INFORMATION

### **FEDERAL AWARDING AGENCY NAME**

Air Force Office of Scientific Research

875 North Randolph Street

Arlington, VA 22203

### **FUNDING OPPORTUNITY TITLE**

Air Force Fiscal Year (FY) 2026 Young Investigator Program (YIP)

### **ANNOUNCEMENT TYPE**

Initial Announcement.

### **FUNDING OPPORTUNITY NUMBER**

NOFOAFRLAFOSR20250006

### **CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBER**

12.800 Air Force Defense Research Sciences Program

### **FUNDING DETAILS**

AFOSR intends to fund a minimum of thirty-seven (37) awards, in the amount of \$150,000 per year, for a maximum of three (3) years. The expected value of each award is anticipated to be \$450,000. The total amount of funding and the number of awards is based on the quality of the proposals and the availability of funds.

### **KEY DATES**

Pre-proposal inquiries and questions, regarding white papers and the submission of those white papers, must be received in writing by electronic mail to the address(es) of this NOFO not later than 04 July 2025 at 11:59 PM Eastern Time to be considered. The Government will respond to any pre-proposal inquiries or questions via public posting, or individual responses, no later than COB on 11 July 2025.

White papers must be received by submitting to <https://community.apan.org/wg/afosr/p/submitawhitepaper> by 25 July 2025 at 11:59 PM Eastern Time to be considered. White paper evaluation is meant to initially assess the capability of a proposed effort and is NOT a selection process. White papers must be no more than five (5) pages in length. References and CV/bios will not count against the page limit.

The government will respond to the white paper determination before COB on 22 August 2025.

Proposals must be received electronically through Grants.gov by 19 September 2025 at 11:59 PM Eastern Time to be considered.

We anticipate that we will notify proposers of selection or non-selection for award no later than 14 February 2026. We anticipate awards to be made by 01 March 2026, barring delays.

## **EXECUTIVE SUMMARY**

The Fiscal Year 2026 Air Force Young Investigator Research Program (YIP) intends to provide support for individual scientists and engineers who have either received Ph.D. or equivalent degrees post 01 April 2018. These scientists and engineers must have shown exceptional ability and promise for conducting basic research.

The program objective is to foster creative basic research in science and engineering; enhance early career development of outstanding young investigators; and increase opportunities for the young investigators to recognize the Air Force and Space Force mission and related challenges in science and engineering.

We seek unclassified proposals from qualified and responsible individual applicants in the research areas of interest identified in the most recent Broad Agency Announcement (BAA) titled “Research Interests of the Air Force Office of Scientific Research” published on Grants.gov at <https://www.grants.gov/search-results-detail/359050>.

Note: The AFOSR open BAA updates annually in the March/April time frame. Please make sure you coordinate your topic ideas with the appropriate Program Officer (PO) to ensure the topic area is still relevant to the Air Force.

Additionally, the AFOSR has partnered with the Laboratory for Physical Sciences (LPS) to award additional outstanding YIP proposals in the field of gate-based quantum computing under the “Quantum Information Sciences” research portfolio area (Section A.3.g of the AFOSR open BAA). Proposals for both experimental and theoretical research are encouraged. The primary focus is on innovative research to advance the state of the art in quantum computing systems by understanding and mitigating challenges, developing revolutionary new approaches, tracking, characterizing, and reducing noise, and developing supporting technology. Specific research topics of interest include, but are not limited to, the following: understanding and mitigating the impact of ionizing radiation on qubits, improving the gate and readout speed and fidelity in multi-qubit systems, investigating promising new qubit modalities that address existing qubit

challenges, developing novel control and readout schemes, and exploring schemes for modular quantum computing. Proposals should describe the long-term vision of the proposed work and how it relates to gate-based quantum computing research. Proposals should also describe the expected technical challenges and steps to overcome them. For submissions in the area of quantum computing, please format the title of your submission as, “Quantum Computing – Title of Project” to ensure that your application is properly sorted.

YIP proposals may be submitted for **only one** research portfolio area.

It is important that your proposal shows strength in as many of the evaluation areas as practicable for maximum competitiveness.

Individual awards are made to U.S. institutions of higher education, industrial laboratories, for-profit, or non-profit research organizations where the individual principal investigator is employed on a full-time basis and holds a regular, non-contractor position. YIP primary investigators must be a U.S. citizen, national, or permanent resident. We discuss this more in section A.1. Eligible Applicants. Researchers working at the Federally Funded Research and Development Centers and DoD Laboratories are not eligible for this competition.

#### **AGENCY CONTACT INFORMATION**

a) Technical Inquires and Questions

You should submit your questions in writing by electronic mail to the Program Officer responsible for your topic(s) of interest from B. Program Description. You should include the NOFO number in the subject line.

The technical contact for this announcement is as follows:

<b>SECTION</b>	<b>PROGRAM OFFICER(s)</b>	<b>EMAIL</b>
B	Ms. Ellen Robinson, AFOSR/RTC	afosryip@us.af.mil

If you submit a question via telephone call, fax message, or any other means, you may not receive a response.

b) General Inquires and Questions

You must send all general questions and inquiries about this announcement by email. Your questions will generally be consolidated with other questions and posted on grants.gov so everyone gets the same information. We may provide an individual response by email if your question does not apply to everyone else.

AFOSR/RBKR1

GRANTS OFFICER

Email: [afosryip@us.af.mil](mailto:afosryip@us.af.mil)

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## A. ELIGIBILITY

### 1. Eligible Applicants

#### a) Qualified and Responsible United States and Foreign Educational & Non-Profit Institutions

You are eligible to submit an application if you are a qualified and responsible organization from academia, the non-profit sector, and industry. Academia includes educational institutions in the United States as defined at [10 U.S.C. 2194](#). Educational institutions mean a local educational agency, college, university, or any other nonprofit institution dedicated to improving science, mathematics, and engineering education. We review your application, proposal, and Office of Management and Budget (OMB) designated repositories of government-wide public and non-public data, including comments you have made, as required by [41 U.S.C. 2313](#) and described in [2 CFR 200.205](#) and [32 CFR 22.410](#) to assess risk posed by applicants, and confirm applicants are qualified, responsible, and eligible to receive an award.

Individual awards are made to U.S. institutions of higher education, industrial laboratories, for-profit businesses, or non-profit research organizations where the individual principal investigator is a U.S. citizen, national, or has permanent residency at time of proposal submission; employed on a full-time basis and holds a permanent position. All PIs must meet all eligibility requirements.

b) Eligible Applicants must meet the following criteria:

(i) *Doctorate no earlier than 01 April 2018*

c) Ineligible Entities

None of the following entity types are eligible to submit proposals as primary award recipients under this announcement:

(i) *Federally Funded Research and Development Centers (FFRDCs)*

(ii) *Individual persons or people*

## 2. Cost Sharing

We do not require cost sharing for proposals under this announcement. Cost sharing is not an evaluation or selection criterion.

## 3. Other

a) Primary Investigator Employment Requirements

As the individual Principal Investigator, you must hold a full-time, non-contractor permanent, career-competitive, or tenure-track position (based on your institution's definition) with your organization, or your proposal must include a letter from your organization stating that you will be considered for a permanent, career- competitive, or tenure-track non-contractor position if you currently hold a short-term appointment. This is in addition to the requirement you are a U.S. citizen, national, or permanent resident. You are not eligible to submit a proposal if you do not meet these requirements. You must have permanent residency at the time of proposal submission.

b) Acknowledgment of Support and Disclaimer Requirements

You must include the Acknowledgment of Research Support on all materials created or produced under our awards. The Disclaimer Language must be included in materials as required. The award document may provide additional instructions about specific distribution statements to use when you provide research materials to us. You are not eligible to submit a proposal if you cannot accept these terms.

c) **Expectation of Public Dissemination of Research Results**

We expect research funded by this announcement will be fundamental. We expect public dissemination of research results if you receive an award. This is a basic requirement for unclassified research results. We intend, to the fullest extent possible, to make available to the public all unclassified, unlimited peer-reviewed scholarly publications and digitally formatted scientific data arising from research and programs funded wholly or in part by the DoD as described in the OUSD, AT&L Memorandum, “Public Access to Department of Defense-Funded Research” dated 09 Jul 2014.

We follow [DoD Instruction 5230.24](#) and [DoD Instruction 5230.27](#) policies and procedures to ensure broad dissemination of unclassified research results to the public and within the Government. The [DoD Instruction 5230.27](#) policy and procedures allowing publication and public presentation of unclassified fundamental research results will apply to all research proposed under this competition unless the Program Officer gives you an explicit, written exclusion to these policies with the Grants or Contracting Officer’s advice and consent. All exclusions must be authorized or required by law and must cite a valid legal authority.

You must provide a copy of all peer-reviewed publications developed or produced from research conducted with Air Force and Space Force funds to our Program Officer.

You are not eligible to submit a proposal if you cannot accept these terms.

d) **Disclosure of Conflict of Commitment and Conflict of Interest**

This announcement requires that all current and pending research support, as defined by Section 223 of the FY21 National Defense Authorization Act, must be disclosed at the time of proposal, for all covered individuals. Such disclosure will be updated annually during the performance of any research project selected for funding, and whenever covered individual are added or identified as performing under this project. Covered Individuals are those who are listed as key personnel on proposals including but not restricted to the principal investigator or co-principal investigator.

Any decision to accept a proposal for funding under this announcement will include full reliance on the applicant’s statements. Failure to report fully and completely all sources of project support and outside positions and affiliations may be considered a materials statement within the meaning of the federal False Claims Act and constitute a violation of law.

The funding agency may conduct a pre-award conflict of interest/conflict of commitment review of any proposal selected for funding, as defined in the [National Security Strategy for United States Government-Supported Research and Development \(NSPM-33\)](#). Offerors are advised that any significant conflict of interest/conflict of commitment identified may be a basis for the rejection of an otherwise awardable proposal. Furthermore, the development or discovery of a

conflict of interest or conflict of commitment identified after an award may be a basis for terminating an already awarded proposal.

(i) *General Requirement for Disclosure:* You and your organization must disclose any potential or actual scientific or non- scientific Conflict of Interest(s) to us. You must also disclose any potential or actual conflict(s) of interest in any subrecipient you include in your proposal.

You must provide enough information for us to evaluate your disclosure. We may have to ask you more questions if we need more information.

At our discretion, we may ask you for a conflict-of-interest mitigation plan after you submit your proposal. Your plan is subject to our approval.

(ii) *Scientific Conflict of Interest:* Scientific collaborations on research and development projects are generally the result of close collaboration prior to the submission of applications for support. Accordingly, virtually all of these collaborations might be considered to include a potential conflict of interest. The potential conflict is mitigated by the disclosure of these collaborations, and the list of current and pending support you provide for senior and key researchers.

## B. PROGRAM DESCRIPTION

The Fiscal Year 2026 Air Force Young Investigator Research Program (YIP) intends to provide support for individual scientists and engineers who have either received Ph.D. or equivalent degrees post 01 April 2018. These scientists and engineers must have shown exceptional ability and promise for conducting basic research.

The program objective is to foster creative basic research in science and engineering; enhance early career development of outstanding young investigators; and increase opportunities for the young investigators to recognize the Air Force and Space Force mission and related challenges in science and engineering.

We seek unclassified proposals from qualified and responsible individual applicants in the research areas of interest identified in the most recent Broad Agency Announcement (BAA) titled “Research Interests of the Air Force Office of Scientific Research” published on Grants.gov at <https://www.grants.gov/search-results-detail/359050>.

Note: The AFOSR open BAA updates annually in the March/April time frame. Please make sure you coordinate your topic ideas with the appropriate Program Officer (PO) to ensure the topic area is still relevant to the Air Force.

Additionally, the AFOSR has partnered with the Laboratory for Physical Sciences (LPS) to award additional outstanding YIP proposals in the field of gate-based quantum computing under

the “Quantum Information Sciences” research portfolio area (Section A.3.g of the AFOSR open BAA). Proposals for both experimental and theoretical research are encouraged. The primary focus is on innovative research to advance the state of the art in quantum computing systems by understanding and mitigating challenges, developing revolutionary new approaches, tracking, characterizing, and reducing noise, and developing supporting technology. Specific research topics of interest include, but are not limited to, the following: understanding and mitigating the impact of ionizing radiation on qubits, improving the gate and readout speed and fidelity in multi-qubit systems, investigating promising new qubit modalities that address existing qubit challenges, developing novel control and readout schemes, and exploring schemes for modular quantum computing. Proposals should describe the long-term vision of the proposed work and how it relates to gate-based quantum computing research. Proposals should also describe the expected technical challenges and steps to overcome them. For submissions in the area of quantum computing, please format the title of your submission as, “Quantum Computing – Title of Project” to ensure that your application is properly sorted.

YIP proposals may be submitted for **only one** research portfolio area.

It is important that your proposal shows strength in as many of the evaluation areas as practicable for maximum competitiveness.

Individual awards are made to U.S. institutions of higher education, industrial laboratories, for-profit, or non-profit research organizations where the individual principal investigator is employed on a full-time basis and holds a regular, non-contractor position. YIP primary investigators must be a U.S. citizen, national, or permanent resident. We discuss this more in section A.1. Primary Investigator Employment Requirements.

Researchers working at the Federally Funded Research and Development Centers and DoD Laboratories are not eligible for this competition.

## 1. Access to DoD Resources

Proposals may request access to AFRL facilities or DoD high performance computing resources in order to conduct the proposed research. Proposals should make this request in accordance with the instructions given in the C.3.d. Project Narrative section of this announcement. If authorized, there is no cost to the research for these resources. Applicants are advised that routine access of educational institution researchers to AFRL buildings and facilities is limited to U.S. citizens. Individuals eligible for access are subject to background checks.

## 2. Federal Award Information

Most YIP awards are three (3) years in duration, funded up to \$150,000 per year for a total of approximately \$450,000. The YIP may be funded no more than \$150,000 annually, regardless of if the overall amount is \$450,000.

The YIP projected start date is determined at the time of the award but is most likely projected no later than 01 March 2026 based on the availability of the president's budget.

We anticipate approximately thirty-seven (37) traditionally funded YIPs, and two YIPs funded in partnership with the Laboratory for Physical Sciences (LPS) in the Quantum Information Sciences research discipline may be awarded under the authority of 10 U.S.C. 4001 in the form of grants, cooperative agreements, or contracts. Potential for an additional 37 funded research disciplines core funded YIPs may be awarded. We rely on discretionary appropriated funds for this program. Awards are only made if funds are available.

We select what kind of award instrument we can use based on requirements in the Federal Grant and Cooperative Agreement Act 31 U.S.C. 6301 – 31 U.S.C. 6308.

- A grant or cooperative agreement award may be made to U.S. institutions of higher education (IHE) or nonprofit organizations as described in 2 CFR 25.345, including foreign public entities and foreign organizations operated primarily for scientific, educational, service, charitable, or similar purposes in the public interest.
- A grant or cooperative agreement may be awarded to applicants with a for-profit organization type as described in 2 CFR 25.325, or to any applicant that requests a fee or profit.

Individual awards are made to U.S. institutions of higher education, industrial laboratories, for-profit, or non-profit research organizations where the individual PI is employed on a full-time basis and holds a regular, permanent position. A YIP PI must be a U.S. citizen, national, or permanent resident. There may not be co-PIs except in cases where the potential proposed individual PI transfers institutions post-closing date of the announcement and the primary institution agrees to add the PI's receiving institution as a sub-award. Researchers working at a Federally Funded Research and Development Center or a DoD Laboratory are not eligible for this competition.

No domestic or foreign collaborators, funded or non-funded, are allowed for this single investigator award. 2 CFR 1108.115 defines Co-principal investigator as "any one group of individuals whom an organization that is carrying out a research project with DoD support designates as sharing the authority and responsibility for leading and directing the research intellectually and logistically, other than the one among the group identified as the primary contact for scientific, technical, and related budgetary matters (see the definition of "principal investigator")."

The YIP award is to an institution. However, YIP highlights outstanding individuals and should the awardee transfer institutions after the announcement closing date, the agency may attempt to accommodate these changes if funds are available and approved by the Program Manager, PO,

and Contracting office. Potential options may include: (1) grant remains at awarded YIP institution with a new PI, identified by the YIP awardee, (2) primary institution must identify a replacement PI and agree to sub-contract to the new institution of the YIP awardee (must be PI listed on the original YIP proposal), or (3) termination of YIP grant with new award to the YIP awardee as a Core AFOSR grant or any combination of the above. The new PI must meet the stated YIP eligibility requirements.

Awards are made under the authority of [10 U.S.C. 4001](#) in the form of grants, or cooperative agreements. We rely on discretionary appropriated funds for this program. We select what kind of award instrument we can use based on requirements in the Federal Grant and Cooperative Agreement Act [31 U.S.C. 6301](#) – [31 U.S.C. 6308](#). We discuss regulations, terms, and conditions that generally apply to our awards in Section F. Federal Award.

Awards may take the form of contracts, grants, or cooperative agreements, The following provides a brief description of potential instrument types:

Grant. A legal instrument consistent with 31 U.S.C. 6304, is used to enter into a relationship:

The principal purpose of which is to transfer a thing of value to the recipient to carry out a public purpose of support of stimulation authorized by a law or the United States, rather than acquire property or services for the Federal Government's direct benefit or use in which substantial involvement is not expected between the Federal Government and the recipient when carrying out the activity contemplated by the grant.

No fee or profit is allowed.

Cooperative Agreement. A legal instrument which, consistent with 31 U.S.C 6305, is used to enter into the same kind of relationship as a grant, except that substantial involvement is expected between the Federal Government and the recipient when carrying out the activity contemplated by the cooperative agreement. No fee or profit is allowed.

We reserve the right to select and fund for award all, some, part, or none of the proposals received in response to this announcement. There is no guarantee of an award.

## C. APPLICATION CONTENT AND FORMAT

### 1. Pre-Proposal Inquiries and Questions

You are encouraged to contact the Program Officer listed in section A.9.a. Technical Inquires and Questions before you submit your proposal.

If you need help with general matters, you should contact the individual listed in A.9.b. General Announcement Questions.

Your pre-proposal inquiries and questions should be submitted not later than 11:59 PM Eastern Daylight Time on 04 July 2025. AFOSR may not be able to answer questions received later. This is discussed more in section E.5.a. Submission Dates and Times. The Government will respond to any pre-proposal inquiries or questions, either directly, or via public posting no later than COB on 11 July 2025.

The Program Officer does not have the authority to make commitments for the government. Grants and Contracting Officers acting within their warranted capacity are the only people authorized to make commitments for the Government.

#### a) White Paper Information

You are **required** to submit a white paper by Friday, July 25<sup>th</sup>, 2025, at 11:59PM EST to the Program in your research discipline area. If you have previously submitted a white paper to the PO and feedback was provided you are still **REQUIRED** to submit under this NOFO to potentially be considered eligible for this competition. No exceptions will be granted. Upon the PO white paper review and feedback, an invitation to submit a YIP proposal may be extended.

You may submit more than one white paper to a single or multiple research discipline; but you must acknowledge so on each submission. White papers must be submitted electronically via <https://community.apan.org/wg/afosr/p/submitawhitepaper>. Detailed instructions are included on the submission page. For support, please contact Ms. Ellen Robinson at (703) 835-3078 or email at [afosryip@us.af.mil](mailto:afosryip@us.af.mil). **If you do not submit a white paper under this NOFO, you will be ineligible to submit a YIP proposal.** APAN is not hosted by the Air Force so those users who cannot view the page will need to contact APAN directly. Please ensure you are attempting to access: <https://community.apan.org/wg/afosr/>. The APAN Help Desk Team is available during the following times 0800-2000 EST at 1-808-472-7855. Users can also submit a ticket here: <https://www.apan.org/APAN/pages/serviceNOW>.

##### (i) White Paper Format

- Paper Size – 8.5 x 11-inch paper
- Margins -1 inch
- Spacing – 1.5-line spacing
- Font- Times New Roman or Garamond 12 point
- Page Limitation – 5 pages maximum (excluding cover page, curriculum vitae, and references)

##### (ii) White Paper and Curriculum Vitae Content

- The cover page should include the NOFO number, proposal research topic title (research discipline area), proposer's point of contact information (name, telephone number, email address)
- Identification of proposed research and issues
- Potential impact on DAF and DoD capabilities
- Potential team members and development plans



- Proposed technical approaches – hypothesis, theories, concepts, approaches, data measurements, and analysis, etc.
- All publications and presentations must be identified

## 2. The Application as a Whole

You must submit your proposal electronically through Grants.gov. AFOSR will not accept or evaluate any proposal submitted by any means other than through Grants.gov. AFOSR must receive your proposal before the Proposal Submission Deadline.

You must use the electronic Standard Form (SF) 424 Research and Related (R&R) Form Family, OMB Number 4040-0001. The SF 424 (R&R) Application for Federal assistance form must be your cover page. No pages may precede the SF 424 (R&R).

You must mark your application with the announcement number.

**A summary of what is required for a complete proposal is summarized below:**

- The forms and attachments in **bold text** are required with **all applications**.
- *Some applications* require the attachments in *italic*.
- *More instructions are provided in D.4.a Component Pieces of the Application*

<b>R&amp;R FORM, OMB No. 4040-0001</b>	<b>FIELD</b>	<b>ATTACHMENT</b>
<b>SF-424 (R&amp;R) Application for Federal Assistance, including an authorized signature</b>	<b>18.</b>	<b>If applicable, SF- LLL Disclosure of Lobbying Activities Per instructions in <u>G.1. c.</u></b>
<b>R&amp;R Other Project Information Form</b>	<b>7.</b>	<b>Project Summary / Abstract</b>
	<b>8.</b>	<b>Project Narrative</b>
	<b>9.</b>	<b>Bibliography &amp; References Cited</b>
	<b>10.</b>	<b>Facilities and Other Resources</b>
	<b>11.</b>	<b>Equipment</b>
	<b>12.</b>	<b>Other Attachments</b>

<b>R&amp;R Senior / Key Person Profile Form (Expanded)</b>		<b>Biographical Sketch</b>
		<b>Current &amp; Pending Support</b>
<b>R&amp;R Personal Data Form</b>		<b>None</b>
<b>R&amp;R Budget Form</b>		<b>Budget Justification</b>
<b>R&amp;R Subaward Budget Attachments Form</b>		<b>Subaward Budget</b>
<b>R&amp;R Project / Performance Site Locations Form</b>		<b>None</b>

The SF 424 (R&R) must include the signature of an authorized representative from your organization. The signature is affixed electronically by [Grants.gov](https://www.grants.gov) upon submission. You are still required to submit any documentation, including disclosure of any unpaid delinquent tax liability or a felony conviction under any Federal law (see FAR 52.209-11). This signature is considered the signature for the application as a whole.

a) **Proposal Format**

- (i) Paper Size – 8.5 x 11-inch paper
- (ii) Margins – 1 inch
- (iii) Spacing – 1.5-line spacing
- (iv) Font – Times New Roman or Garamond, 12 points
- (v) Page Limitation – No more than twenty (20) single-sided pages. The cover page, table of contents, list of references, letters of support, curriculum vitae and list of on-going and pending research support are excluded from the page limitations. The pages of proposals exceeding the page limit may not be included in the evaluation.
- (vi) Attachments – Electronic Portable Document Format (PDF)
- (vii) Content – As described below

b) **Proposal Length**

No more than twenty (20) single-sided pages. This page count does not include the following sections: Project Summary/Abstract, Curriculum Vitae, and the Bibliography & References. You must not include elaborate brochures, reprints, or presentations beyond those sufficient to present a complete and effective proposal.

AFOSR will not consider more than the maximum number of pages in its evaluation; however, not all pages are counted. This list below is intended to help you understand how to calculate your page count.

#### **NOT INCLUDED IN PAGE COUNT**

- SF-424 (R&R) Application for Federal Assistance and all attachments
- R&R Budget and Budget Justification attachments, R&R Other Project Information Form, and all attachments
- Documents that support the budget or particular items of cost R&R Project/Performance Site Locations Form
- Optional R&R Personal Data Form
- Budget related information is not included in the page count because AFOSR cannot make an award unless it can determine the cost of your proposal is reasonable and realistic and complies with [2 CFR 200 Subpart E - Cost Principles](#).
- Not having enough information in your proposal to understand if your costs are reasonable and realistic is the most common reason awards are delayed.

#### **c) Marking Requirements for Confidential or Proprietary Information**

You must not include confidential or proprietary information in your proposal. This was also discussed earlier in section B. Program Description. AFOSR will not consider your proposal if you include confidential or proprietary information or place restrictive markings on any part of your proposal. Because your proposal shouldn't include proprietary information, there shouldn't be a need for marking the proposal.

#### **d) Application Form and Proposal Attachment**

Your application and proposal attachments must be in electronic file formats. You should use the Portable Document Format (PDF) for your attachments.

**DO NOT** password protect any attachments.

The website [Adobe Software Compatibility | Grants.gov](#) offers a list of file convertors available to convert your documents to the PDF format.

### 3. Components Pieces of the Application

a) SF-424 (R&R) Application for Federal Assistance Form

The SF 424 (R&R) Application for Federal assistance form must be your cover page. No pages may precede the SF 424 (R&R).

Complete all required fields in accordance with the “pop-up” instructions on the SF 424 (R&R) form. The completion of most fields is self-explanatory. You can turn on Grants.gov “Help Mode” to provide additional instructions for forms. “Help Mode” is turned on by the icon with the pointer and question mark at the top of the form.

Below are AFOSR special instructions for completion of several SF 424 (R&R) form fields in your application:

FIELD	INSTRUCTION
2.	You may leave “Applicant Identifier” blank
3.	You may leave “Date Received by State” and “State Application Identifier” blank
9.	You must list Air Force Office of Scientific Research as the Federal Agency if Grants.gov has not pre-populated this answer
16.	You should check “No.” and “Program is Not Covered by Executive Order 12372”
17.	Select “I Agree” to: Certify that all statements in the proposal, your, and Internal Confidentiality Agreements are true, complete, and accurate to the best of your knowledge. See section <u>G.1</u> Administrative and National Policy Requirements for more information and links to the full text of these items.
18.	You must attach the completed SF-LLL Disclosure of Lobbying Activities if your grant amount exceeds \$100,000 and have lobbying activity to disclose. See section <u>G.1</u> . Administrative and National Policy Requirements for more information.

b) R&R Other Project Information Form

Complete this form as indicated. You must include all necessary attachments.

FIELD	INSTRUCTION
1, 1a.	<b>You must address all prospective human subject involvement by answering these questions. Additional documentation pursuant to National Policy and U.S. Air Force and Space Force standards is required for all proposals with human use research or involvement.</b>
2, 2a.	<b>You must address all prospective animal research and/or recombinant deoxyribonucleic acid (rDNA) involvement by answering these questions. Additional documentation pursuant to National Policy and U.S. Air Force standards is required for all proposals with animal or rDNA research or involvement.</b>
4a.	<b>For any proposal that has an actual or potential impact on the environment, answer yes and provide the answers and attachments required for fields 4b, 4c, and 4d. Additional documentation in accordance with National Policy and U.S. Air Force and Space Force standards is required for any proposal with an actual or potential impact on the environment.</b>
7.	<b>Attach your <u>C.3. c.</u> Publicly Releasable Abstract</b>
8.	<b>Attach your <u>C.3. d.</u> Project Narrative</b>
9.	<b>Attach your <u>C.3. e.</u> Bibliography and References Cited</b>
10.	<b>Attach a Facilities and Other Resources description document here if you need to supplement your <u>C.3.d.iv.</u> Proposal Narrative facilities and resources section.</b>
11.	<b>You may supplement your <u>C.3.h.</u> Budget Justification by attaching an Equipment Justification here. Do not duplicate information included on your budget justification. If you attach an Equipment Justification, make sure you reference the attachment in your budget justification.</b>

12.	<p><b>Attach the C.3.i R&amp;R Subaward Budget Attachments Form if applicable and not attached elsewhere. You should have budgets for all subawards proposed attached within this form before attachment.</b></p> <p><b>Attach all <u>C.3.j</u> Subaward Budget Justifications as applicable</b>  <b>Attach your D.3.i. Data Management Plan here if applicable</b></p> <p><b>You may supplement your <u>C.3.h.</u> Budget Justification by attaching quotes for materials and supplies, local travel, etc.</b></p>
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c) **Publicly Releasable Project Summary/Abstract**

*You must attach the Project Summary/Abstract to field 7 of the R&R Other Project Information form.*

You must submit the “AFOSR Abstract” as an attachment with the proposal submission, this form is located on the “Related Documents” tab of grants.gov. You must provide a concise abstract of 300 words or less with your proposal (no more than 2000 characters). You must mark this abstract publicly releasable. Your abstract should use terms the public can understand to describe the research objective, technical approach, anticipated outcome, and potential impact of the specific research.

Enter the Project Summary/Abstract on the form as a single block of plain text. Do not use special formatting such as line breaks, tables, or superscript/subscript. Do not use special characters or symbols such as  $\mu$ ,  $\lambda$ ,  $\gamma$ ,  $\pi$ , &, :, /, \, “, or?.

Your abstract header should include the Program Officer's name and office symbol from section A.9.a. Technical Inquiries and Questions above.

If you receive an award, we must publish your abstract to a searchable website available to the general public in accordance with [Public Law 113-235](#). The website address is <https://discover.dtic.mil/submit-documents/>.

d) **Project Narrative**

You must attach the Project Narrative to field 8 of the R&R Other Project Information Form. The narrative must be complete and self-contained to qualify for review.

You **must** identify the research discipline area your proposed research falls under. You must clearly describe your research, including your research objective and approach. Your project narrative will be evaluated using section E.1. Criteria. You should show strength in as many of the evaluation and selection areas as practicable to demonstrate maximum competitiveness.

You must describe any environmental impacts of your research outside the laboratory in any appropriate narrative section, including how you will ensure compliance with environmental statutes and regulations.

Your narrative should include the following elements:

(i) *Statement of Objectives*

You must summarize your proposed research on a single page titled “Statement of Objectives.” We may decide to incorporate your statement of objectives into the award as a description of the work instead of incorporating the whole technical proposal. You should use active verbs when you prepare the statement of objectives, e.g., “conduct” research in a subject area, “investigate” a problem, “determine” to test a hypothesis.

(ii) *Research Effort*

(a) You should describe the research you plan in detail. State the research objectives and approach, and the relationship and comparable objectives to research progress elsewhere. Describe your research team’s knowledge in the field and discuss the nature of the expected results. Discuss how your research is relevant to current AFOSR and Air Force research.

(b) The adequacy of this information will influence the overall evaluation in accordance with the criteria and procedures specified in section E. Application Review Information below.

(iii) *Principal Investigator (PI) and Senior Personnel Time*

(a) You must provide an estimate of the time the principal investigator and other senior professional personnel will devote to the research. Your estimate must include information pertaining to the proportion of time anticipated devoted to this research, to other research, and to other commitments of time such as sabbatical, extended leave, and teaching duties.

(b) State the number of graduate students for whom each senior staff member is responsible.

(c) If your principal investigator or other key personnel have current, pending, or expected research supported by other sponsors or agencies during the period you seek our support, state the title of the other research, the proportion of time to be devoted to it, the amount of support, name of agency, dates, etc. You must attach a list of Current and Pending Support for each person listed on the C.3.f. R&R Senior / Key Person Profile (Expanded) Form. Each abstract should include research title, objectives, approach, and budget for both present and pending research projects. Send any changes as they become known.

(iv) *Your Facilities*

(a) Describe the facilities available for performing the proposed research, and any additional facilities or equipment the organization proposes to acquire at its own expense for the work.

(b) Indicate any government-owned facilities that will be used. Indicate any government-owned equipment possessed presently that will be used. The facilities contract number, or in absence of a facilities contract, the specifics of the facilities or equipment, and the number of the award under which they are accountable are required.

(v) *Government Furnished Equipment*

You may list any special Government-owned property or test equipment required to complete the research. When possible and practicable, give a description or title for each item, the current location, and an estimated cost as applicable. If you do not have information about individual items, group items you require by class and provide an estimate of values.

(vi) *High Performance Computing Requirements*

You may be eligible to use DoD high performance computing resources at no cost to your research. You should address utilization of this program if you need high performance computing cycles to meet the needs of your research. This program provides access to a range of state-of-the-art high performance computing assets and user training opportunities that can be used in some of our awards; special terms and conditions apply. You can review the details, capabilities, and requirements of the program at [www.hpc.mil](http://www.hpc.mil). Our Program Officers will help you establish an account if your proposal is selected for an award and can answer questions before you submit your proposal.



e) Bibliography & References

You must attach your narrative Bibliography and References to field 9 of the R&R Other Project Information Form.

f) R&R Senior/Key Person Profile (Expanded) Form

You must attach a short biographical sketch and list of significant publications (vitae) for each Senior/Key Person. You must also attach a list of current and pending support as discussed in Principal Investigator (PI) and Senior Personnel Time.

You must list all the key people proposed for the research on the R&R Senior/Key Person Profile (Expanded) Form. Key people are generally the PI and senior staff. We use this information to evaluate the qualifications of you and your research team.

To evaluate compliance with Title IX of the Education Amendments of 1972 (20 U.S.C. A subsection 1681 Et. Seq.), the DoD is collecting certain demographic and career information to be able to assess the success rates of women who are proposed for key roles in applications in STEM disciplines. To enable this assessment, each applicant must include this form completed as indicated.

The Credential, e.g., agency login field will be used by DoD to track ORCID for each researcher. In addition to the required fields on the form, applicants must complete this field for all individuals that are identified on the form.

The Degree Type and Degree Year Fields will be used by DoD as the source for career information. In addition to the required fields on the form, applicants must complete these two fields for all individuals that are identified as having the project role of PD/PI or Co- PD/PI on the form. Additional senior/key persons can be added by selecting the “Next Person” button.

g) R&R Budget Form

**You must provide all the information requested.** You must estimate the total research project cost. You must categorize funds by year and provide separate annual budgets for projects lasting more than one year. A budget justification must be included.

You must identify a date no later than 01 March 2026 as the anticipated state date in your proposal and budget; however, the actual effective date is not final until an award is made. The budget may not exceed \$150,000 annually. You must include enough budget

related information in your proposal to support your costs as reasonable and realistic, and in compliance with 2 CFR 200 Subpart E - Cost Principles.

Not having enough information in your proposal to understand if your costs are reasonable and realistic is the most common reason awards are delayed.

h) **R&R Budget Justification**

**You must provide a detailed budget justification for each year that clearly explains the need for each item.**

The entire budget justification and supporting documentation must be combined into a single file and attached to field L of the R&R Budget Form. The budget narrative submitted with the application must match the dollar amounts on all required forms.

Please explain each calculation and provide a narrative that supports each budget category. This detailed budget justification must match the proposed budget categories. Each year of the budget justification narrative must stand alone; lump sum budget justifications are not allowed. If options are proposed, option detailed budget justifications must stand alone as well, no lump sum justifications allowed.

(i) You must itemize travel. Estimate the cost and purpose of each trip proposed, the number of trips, the number of travelers, the destination, the duration, and the basis for calculating costs such as airlines and hotels.

Below is a sample of the travel portion:

<b>TRAVEL</b>	<b>Unit</b>	<b>Trips</b>	<b>Travelers</b>	<b>Nights</b>	<b>Days</b>	<b>Unit Cost</b>	<b>Total Travel</b>
<b>Airfare</b>	<b>roundtrip</b>	<b>1</b>	<b>1</b>			<b>\$900.00</b>	<b>\$900.00</b>
<b>Lodging</b>	<b>day</b>	<b>1</b>	<b>1</b>	<b>3</b>		<b>\$75.00</b>	<b>\$225.00</b>
<b>Per Diem</b>	<b>day</b>	<b>1</b>	<b>1</b>		<b>3</b>	<b>\$40.00</b>	<b>\$120.00</b>
<b>Automobile Rental</b>	<b>day</b>	<b>1</b>	<b>1</b>		<b>3</b>	<b>\$45.00</b>	<b>\$135.00</b>
<b>Subtotal Travel</b>		<b>4</b>	<b>4</b>	<b>3</b>		<b>\$1,060</b>	<b>\$1,380.00</b>

(ii) You must itemize materials/supplies. List all material/equipment by type and kind with associated costs. Indicate what your costs are based on, such as vendor quotes,

historical data and/or engineering estimates. **You should include vendor quotes and/or catalog pricing data.**

(iii) Proposals including request to purchase equipment must include equipment quotes or vendor agreements. "Equipment" is nonexpendable, tangible personal property with a unit cost of \$10,000 or more having a useful life of more than 1 year, unless determined otherwise by recipient's internal policy. Items that do not meet the "equipment" definition can be included under supplies. List each piece of equipment to be purchased and provide a description of how it will be used in the project. Budget narrative should explain why the equipment is necessary for successful completion of the project. Provide quotes in English Language (US Dollars) if available or indicate the basis of equipment cost. If you have any subaward(s), you should describe how you determined subaward costs were determined fair and reasonable. Your business office usually makes this determination.

(iv) DHHS/ONR Rate Agreement: If you use a government rate agreement to propose indirect cost rates, fringe benefit rates, and/or tuition remission rates, you must attach a signed DHHS or ONR copy of the agreement you used to not delay the negotiation process.

(v) Helpful Cost Principle Reference Information

(a) 2 CFR 200, Subpart E – Cost Principles

(b) General Provisions for Selected Items of Cost in 2 CFR 200.420 through 2 CFR 200.475

i) R&R Project/Performance Site Locations Form

You must complete all the information as requested. You must include the ZIP+4 for each performance location you list.

j) Data Management Plan

A data management plan is a document that describes which data generated through the course of the proposed research will be shared and preserved and how this will be done, explains why data sharing or preservation is not possible or scientifically appropriate, or why the costs of sharing or preservation are incommensurate with the value of doing so. See also: [DoD Instruction 3200.12](#). Your Data Management Plan should be attached to field 12 of the R&R Other Project Information Form.

Your “Data Management Plan” should be two (2) pages or less in length and discuss:

- (i) The types of data, software, and other materials to be produced in the course of the project and include a notation marking items that are publicly releasable.
- (ii) How the data will be acquired.
- (iii) Time and location of data acquisition if they are scientifically pertinent.
- (iv) How the data will be processed.
- (v) The file formats and the naming conventions that will be used.
- (vi) A description of the quality assurance and quality control measures during collection, analysis, and processing.
- (vii) If existing data are to be used, a description of their origins.
- (viii) A description of the standards to be used for data and metadata format and content.
- (ix) Plans and justifications for archiving the data.
- (x) The timeframe for preservation.
- (xi) If for legitimate reasons the data cannot be preserved, the plan must include a justification citing such reasons.

k) **R&R Personal Data Form**

To evaluate compliance with Title IX of the Education Amendments of 1972 (20 U.S.C. A subsection 1681 Et. Seq.), The DoD is collecting certain demographic and career information to be able to assess the success rates of women who are proposed for key roles in applications in STEM disciplines. To enable this assessment, each applicant must include this form completed as indicated.

This form will be used by DoD as the source of demographic information, such as sex, race, ethnicity, and disability information for the Project Director/Principal Investigator. Each application must include this form with the name fields of the Project Director/Principal Investigator completed; however, provisions of the demographic information in the form are voluntary. The demographic information, if provided, will be used for statistical purposes only and will not be made available to merit reviewers. Applicants who do not wish to provide some or all this information should check or select the “Do not wish to provide” option.

#### **4. Information You Must Submit If Selected for Possible Award**

We may request additional necessary information from you during negotiations, or as required for award considerations. You must respond promptly.

If you do not fully comply with our information requests by the time we are ready to make an award, we may determine that you are not qualified to receive an award and use that determination as a basis for making an award to another applicant.

If your proposal includes human, animal, or rDNA research or involvement you must submit all documentation requested during negotiations or you may not receive an award.

## D. SUBMISSION REQUIREMENTS AND DEADLINES

### 1. Address to Request Application Package

All the application forms you need are available electronically on Grants.gov. From the “View Grant Opportunity” page, you can click on the “Application Package” tab to download the application package.

You can find the electronic application package on Grants.gov by searching for the announcement number shown on page one. Paper copies of this announcement will not be issued.

Please contact us at <mailto:afosr.baa@us.af.mil> to request a reasonable accommodation for any accessibility requirements you may have.

### 2. Unique Entity Identifier and System for Award Management (SAM)

#### a) SAM Registration Required

As required in [2 CFR 25.110](#) all applicants, unless exempted, must:

- (i) Be registered in [SAM.gov](#) before submitting its application.
- (ii) Provide a valid **UEI**; and
- (iii) Continue to maintain an active SAM registration with current information at all times any Federal award is active, or any application is under consideration by a federal awarding agency.

A Commercial and Government Entity (CAGE) code is obtained or specified as part of the SAM registration process. A CAGE code is required.

#### b) SAM Exemption or Exceptions Not Available Under This Announcement

We will not issue an Agency level exemption to SAM registration under [2 CFR 25.110\(a\)\(1\)](#) for applicants under this announcement. You must comply with SAM

registration requirements and include a UEI and CAGE code on your application or we cannot make an award.

***Questions about SAM Registrations and Updates***

You can get questions about SAM registration and entity updates answered by live chat at [https://www.fsd.gov/gsafsd\\_sp](https://www.fsd.gov/gsafsd_sp) and telephone at (866) 606-8220.

c) **Consequences of Non-Compliance with SAM Registration Requirements**

We cannot make an award to you unless you comply with SAM requirements. If you are non-compliant, we may determine you are not qualified to receive an award and use that determination to make an award to someone else as authorized by [2 CFR 25.205\(b\)](#). You cannot receive payments without an active SAM record and CAGE.

### **3. Submission Instructions & Grants.gov Application Registration**

*This section provides application submission and receipt instructions for AFOSR program applications. Please read the following instructions carefully and completely.*

a) **Electronic Delivery**

AFOSR is participating in the Grants.gov initiative to provide the grant community with a single site to find and apply for grant funding opportunities. AFOSR encourages applicants to submit their applications online through Grants.gov.

b) **How to Register to Apply through Grants.gov**

Instructions: Read the instructions below about registering to apply for AFOSR funds. Applicants should read the registration instructions carefully and prepare the information requested before beginning the registration process. Reviewing and assembling the required information before beginning the registration process will alleviate last-minute searches for required information.

The registration process can take up to four weeks to complete. Therefore, registration should be done in sufficient time to ensure it does not impact your ability to meet the required application submission deadlines.

If individual applicants are eligible to apply for this grant funding opportunity, refer to: <https://www.grants.gov/applicants/applicant-registration>.

Organization applicants can find complete instructions here:

<https://grants.gov/applicants/applicant-registration/>.

(i) *Obtain an ORCID for all key personnel.* All individuals listed on the Senior/Key Person form must have an Open Researcher and Contributor ID (ORCID).

As of September of 2024, the DoD is requiring all proposers to include a digital persistent identifier (DPI) for each senior or key person listed in a proposal. The DoD will require proposers to include the ORCID number for each senior or key person listed in a proposal for an assistance award for R&D. ORCID numbers will be used since ORCID is currently the only DPI provider that meets the requirements for DPI common or core standards in the NSTC NSPM-33 implementation guidance. For more detailed instructions for obtaining an ORCID number, refer to: How do I register for an ORCID ID? – ORCID

(ii) *Obtain a UEI Number:* All entities applying for funding, including renewal funding, must have a Unique Entity Identifier (UEI). As of April of 2022, the federal government stopped using the DUNS number to uniquely identify entities registered in the System for Award Management (SAM). At that point, entities doing business with the federal government will use a Unique Entity Identifier (UEI) created in SAM.gov. They will no longer have to go to a third-party website to obtain their identifier. Active registrants will have their UEI assigned and viewable within SAM.gov; there is no action for registered entities to take at this time. This transition allows Federal Agencies to streamline the entity identification and validation process, making it easier and less burdensome for entities to do business with the federal government.

For more detailed instructions for obtaining a UEI number, refer to:

<https://sam.gov/content/entity-registration>.

(iii) *Register with SAM:* In addition to having a UEI number, organizations applying online through Grants.gov must register with the System for Award Management (SAM). All organizations must register with SAM in order to apply online. Failure to register with SAM will prevent your organization from applying through Grants.gov.

For more detailed instructions for registering with SAM, refer to:

<https://sam.gov/content/entity-registration>.

(iv) *Create a Grants.gov Account:* The next step in the registration process is to create an account with Grants.gov. Applicants must know their organization's UEI number to complete this process. Completing this process automatically triggers an email request for applicant roles to the organization's E-Business Point of Contact (EBiz POC) for review. The EBiz POC is a representative from your organization who is the contact listed for

SAM. To apply for grants on behalf of your organization, you will need the Authorized Organizational Representative (AOR) role.

For more detailed instructions about creating a profile on Grants.gov, refer to:

<https://grants.gov/applicants/workspace-overview>.

(v) *Authorize Grants.gov Roles:* After creating an account on Grants.gov, the EBiz POC receives an email notifying them of your registration and request for roles. The EBiz POC will then log in to Grants.gov and authorize the appropriate roles, which may include the AOR role, thereby giving you permission to complete and submit applications on behalf of the organization. You will be able to submit your application online any time after you have been approved as an AOR.

For more detailed instructions about creating a profile on Grants.gov, refer to:

<https://grants.gov/applicants/workspace-overview>.

**Track Role Status:** To track your role request, refer to:

<https://grants.gov/applicants/applicant-registration/track-profile-role-status>.

(vi) *Electronic Signature:* When applications are submitted through Grants.gov, the name of the organization's AOR that submitted the application is inserted into the signature line of the application, serving as the electronic signature. The EBiz POC must authorize individuals who are able to make legally binding commitments on behalf of the organization as an AOR; **this step is often missed, and it is crucial for valid and timely submissions.**

## 4. Application Submission and Receipt Procedures

This section provides application submission and receipt instructions for AFOSR program applications. Please read the following instructions carefully and completely.

### a) How to Submit an Application to AFOSR via Grants.gov

Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different web forms within an application. For each funding notice of opportunity announcement (NOFO), you can create individual instances of a workspace.

Below is an overview of applying on Grants.gov. For access to complete instructions on how to apply for opportunities, refer to: [Submit Application | Grants.gov](#)



b) **Create a Workspace**

Creating a workspace allows you to complete it online and route it through your organization for review before submitting.

c) **Complete a Workspace**

Add participants to the workspace, complete all the required forms, and check for errors before submission.

1) **Adobe Reader:** If you decide not to apply by filling out web forms you can download individual PDF forms in Workspace so that they will appear like other Standard or administering agency forms. The individual PDF forms can be downloaded and saved to your local device storage, network drive(s), or external drives, then accessed through Adobe Reader.

NOTE: Visit the Adobe Software Compatibility page on Grants.gov to download the appropriate version of the software at: [Adobe Software Compatibility | Grants.gov](#).

2) **Mandatory Fields in Forms:** In the forms, you will note fields marked with an asterisk and a different background color. These fields are mandatory fields that must be completed to successfully submit your application.

3) **Complete SF-424 Fields First:** The forms are designed to fill in common required fields across other forms, such as the applicant's name, address, and UEI number. To trigger this feature, an applicant must complete the SF-424 information first. Once it is completed, the information will be transferred to the other forms.

d) **Submit a Workspace**

An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab. Grants.gov recommends submitting your application package at least 24-48 hours prior to the close date to provide you with time to correct any potential technical issues that may disrupt the application submission.

e) **Track a Workspace**

After successfully submitting a workspace package, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the package. The number will be listed on the Confirmation page that is generated after submission.

For additional training resources, including video tutorials, refer to:

<https://www.grants.gov/applicants/applicant-training.html>.

**Applicant Support:** Grants.gov provides applicants 24/7 support via the toll-free number 1- 800-518-4726 and email at [support@grants.gov](mailto:support@grants.gov). For questions related to the specific grant opportunity, contact the number listed in the application package of the grant you are applying for.

If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number. The Support Center ticket number will assist the administering agency with tracking your issue and understanding background information on the issue.

## 5. Submission Dates and Times

### a) Pre-Proposal Inquiries and Question Deadline:

You must submit all pre-proposal inquiries and questions not later than 04 July 2025 at 11:59 PM Daylight Time. Responses will be posted by 11 July 2025 at 11:59 PM. You should submit your questions in writing by electronic mail. You should include the announcement number in the subject line. Responses will be provided publicly, via Grants.gov, by 11 July 2025. The purpose of providing the response publicly is so everyone has the same information.

You must electronically submit your required white paper no later than Friday, 25 July 2025 to <https://community.apan.org/wg/afosr/p/submitawhitepaper>. We estimate all feedback will be provided no later than 22 August 2025.

### b) How Pre-Proposal Inquires and Question Time is Determined

AFOSR uses the date and time stamp on your email to determine when you submitted pre- proposal correspondence. These emails should be directed to the contact listed at the end of this NOFO for general inquiries and questions ([afosryip@us.af.mil](mailto:afosryip@us.af.mil)).

### c) Effect of Missing Pre-Proposal Inquiries and Questions Deadline

AFOSR will **not** provide responses or answers to late inquiries or questions.

### d) Proposal Submission Deadline

AFOSR must receive your white paper by 25 July 2025 at 11:59 PM Eastern time for it to be considered.

AFOSR must receive your validated proposal electronically through Grants.gov not later than 19 Sep 2025 at 11:59 PM Eastern time to be considered for selection. This is the final due date. AFOSR recommends that you submit applications early.

You are responsible for making sure your application is submitted, received, and validated by Grants.gov before the application deadline. If you submit your application late, your proposal is not eligible for consideration.

All applications must be **validated** by Grants.gov by 19 Sep 2025 at 11:59 PM Eastern Time. Proof of timely submission is automatically recorded by Grants.gov. The applicant AOR will receive an acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov with the successful transmission of their application. Applicant AORs will also receive the official date/time stamp and Grants.gov tracking number in an email.

A second confirmation is provided by email when your application has passed Grants.gov validation and the status is updated from received to validated. **Your application is not complete until you receive the validation confirmation.** Your submission must be validated before the submission deadline.

When the administering agency successfully retrieves the application from Grants.gov, and acknowledges the download of submissions, Grants.gov will provide an electronic acknowledgement of receipt of the application to the email address of the applicant with the AOR role.

Applications received by Grants.gov after the established due date will be counted as late and will not be considered for funding by the administering agency.

Applicants using slow internet, such as dial-up connections, should be aware that transmission can take some time before Grants.gov receives your application. Again, Grants.gov will provide either an error or a successfully received transmission in the form of an email sent to the applicant with the AOR role. The Grants.gov Support Center reports that some applicants end the transmission because they think that nothing is occurring during the transmission process. Please be patient and give the system time to process the application.

e) How Proposal Submission Time is Determined

AFOSR uses the system-generated Grants.gov time stamp to determine when you submitted your successfully validated proposal. Grants.gov policies and procedures for application submission and processing apply. ***AFOSR will only accept applications submitted electronically through Grants.gov.***

f) Grants.gov Tracking Number is Application Receipt

Grants.gov generates a confirmation page when you submit your application. A second confirmation is provided by email when your application has passed Grants.gov validations and the status is updated from received to validated.

The confirmation page includes a system-generated Grants.gov tracking number; this serves as your receipt. You should keep a copy of all confirmations.

You can verify the submission time and application status with your tracking number through Grants.gov at [Track My Application | Grants.gov](#).

g) Effect of Missing the Proposal Submission Deadline

Grants.gov will not accept your proposal after the submission deadline. AFOSR will not accept proposals submitted other than electronically through Grants.gov.

## 6. Intergovernmental Review

N/A - This program is excluded from coverage under Executive Order (E.O.) 12372.

## 7. Funding Restrictions

a) Proposal Preparation Costs

Your proposal or application preparation costs are not considered an allowable direct charge to any award under this announcement. Your costs are, however, an allowable expense to the normal bid and proposal indirect cost as specified in [2 CFR 200.460 Proposal costs](#).

b) Pre-Award Costs

You must request our prior approval if you need more than ninety (90) days pre-award cost authorization as described in [2 CFR 200.308\(e\)\(1\)](#) and [2 CFR 200.458](#). **Your business office must provide this request in writing.**

You must document why pre- award costs are necessary and essential for the research in the request and identify a specific date for our Grants Officer to consider. We will only consider approval of a specific date of more than ninety (90) days pre-award costs before an award is made.

Our grants include up to ninety (90) calendar days pre-award costs; however, the actual date costs become allowable is not final until an award is made and an effective date established. We recommend you ask for a specific date as described above to prevent misunderstandings.

All costs incurred before a grant or cooperative agreement award are at the recipient's risk as described in [2 CFR 200.308\(e\)\(2\)](#). We are under no obligation to reimburse your costs if for any reason you do not receive an award, or if your award is less than anticipated and inadequate to cover your pre-award costs.

c) **Air Force Office of Scientific Research No-Cost Extension (NCE) Policy**

We require prior written approval to extend the period of performance, whether with or without additional funds, beyond the expiration date of the grant. We only grant no-cost extensions when they are truly warranted and properly documented. For an extension to be granted, all NCE requests must be received at least thirty (30) days prior to the expiration of the grant's period of performance.

All Principal Investigators (PIs) business offices must submit NCE requests through the following website: [https://community.apan.org/wg/afosr/p/nce\\_request](https://community.apan.org/wg/afosr/p/nce_request). AFOSR will no longer accept NCE requests via email. All requests that are submitted through other avenues will have to be re-routed through the above website.

The NCE request must include:

- (i) Request letter from the business office on University's or Institute's letterhead.
- (ii) Compelling reason(s) for the extension beyond using unexpended balances.
- (iii) Original end date and requested extension length.
- (iv) SF-425 Federal Financial report showing the remaining unexpended funds or the most recent SF-270 Request for Advance or Reimbursement
- (v) Statement indicating all required previous annual reports have been provided to AFOSR.

In no event will the period of performance be extended merely for the purpose of using unexpended balances. Every effort should be made to ensure work is completed on time.

## 8. Other Submission Requirements

If Grants.gov rejects your electronic application submission for any reason, you must correct all errors and resubmit your application before the D.5.d. Proposal submission deadline.

# E. APPLICATION REVIEW INFORMATION

## 1. Criteria

You should show strength in as many of the evaluation and selection areas as practicable to demonstrate maximum competitiveness.

### a) Principal Evaluation and Selection Criteria

The two (2) principal selection criteria are specified in 32 CFR 22.315(c). The principal selection criteria are of equal importance to each other. The combined principal selection criteria are more important than the additional evaluation and selection criterion. The principal selection criteria are:

- The technical merits of the proposed research.
- Potential relationship of the proposed research and development to Department of Defense missions. This will be assessed based on the merits of the proposed collaboration plan and the potential for transition to AFRL development efforts.

### b) Additional Evaluation and Selection Criteria

An additional evaluation criterion is shown below. This criterion is less important than the combined principal selection criteria.

Our three (3) additional evaluation and selection criteria are shown below. These criteria are of equal importance to one another. The additional evaluation and selection criteria when combined are of less importance than the principal evaluation and selection criteria.

- (1) The likelihood of the proposed effort to develop new research capabilities and broaden the research base in support of U.S. national defense; and,

- (2) The applicant, principal investigator, team leader(s), and key personnel qualifications, capabilities, related experience, facilities, or techniques, or a combination of these factors, that are integral to achieving Department of the Air Force objectives; and,
- (3) The applicant's capabilities integral to achieving U.S. Air Force and Space Force objectives. This includes principal investigator's, team leaders, or key personnel's qualifications, related experience, facilities, or techniques or a combination of these factors integral to achieving U.S. Air Force and Space Force objectives, and the potential risk of this effort to the U.S. Air Force and Space Force.

## 2. Review and Selection Process

### a) Merit based, Competitive Procedures

Proposals will be subjected to a peer or programmatic review. The peer review will use internal and/or external reviewers to assess technical merits and Air Force relevance of the proposal.

The programmatic review assesses the technical quality of the proposal, relevance of the proposed research to the portfolio descriptions in this NOFO, relevance of the work to Air Force and DoD needs, and the potential of the research balanced against the available funding resources of a given portfolio. Selection for award consideration will be made based on the outcome of these reviews.

AFOSR anticipates selecting proposals for possible funding on a competitive basis according to 10 USC 2361, and 10 USC 2374 using the merit-based, competitive procedures described in 32 CFR 22.315, incorporated here by reference.

You should show strength in as many of the evaluation and selection areas as practicable to demonstrate maximum competitiveness.

### b) Cost Analysis for Reasonableness and Realism

If your proposal is selected for possible award, AFOSR will analyze the cost of the work for realism and reasonableness. The cost of your proposal is considered but is not an evaluation factor or criterion.

AFOSR must make sure the costs you propose are reasonable, realistic, and allocable to this work before AFOSR can make an award. All costs must be allowable to be reasonable. AFOSR may analyze your technical and cost information at the same time.

### 3. Disclosure of Administrative Processing by Contractor Personnel

We use support contractor personnel to help it with administrative proposal processing. The contractor personnel are employees of commercial firms that have a contract with AFOSR. AFOSR makes sure all of its support contracts include nondisclosure agreements that prohibit the disclosure of any information you submit to other parties.

### 4. Security Risk Review

#### a) Security Risk Review

Each proposal submission will be subject to a Security Risk Review prior to selection for the award. The Security Risk Review is applied to federally funded research designed to help protect the Department of the Air Force Science and Technology (S&T) by identifying possible vectors of undue foreign influence. AFRL will follow all policies and procedures outlined in Air Force Research Laboratory (AFRL) Instruction AFRLI 61-113, Science and Technology Protection for the Air Force Research Laboratory and Department of the Air Force Instruction DAFI 63-101/20-101, Integrated Lifecycle Management.

#### b) Security risk review for these subject proposals will be developed for all proposed Senior/Key personnel and “Covered Individuals”

These risk reviews will be based on information disclosed in a Research and Related Senior and Key Person Profile and Security Questionnaire. In addition, any accompanying or referenced documents, publicly available information, and information contained in internal U.S. Government databases will be utilized in risk reviews. Nationality or citizenship is not a factor in the security risk reviews.

#### c) External Engagements

When considering all external engagements, AFRL incorporates a holistic decision-making process that encompasses technical and security factors. The security review method implemented by AFRL measures risk factors to identify the appropriate Risk Acceptance Level (RAL) within the organization. The objective analysis of the security risk factors is conducted to empower AFRL’s S&T leaders to make risk-informed decisions. The review process generally looks at five factors, or risk areas, but with authority for expanded review as noted in OSD R&E Memorandum dated 6 Jun 2023. The potential security risk factors are set forth below:



Potential security risk factors:

(1) Foreign Talent Program	(2) Funding	(3) Foreign Institutions	(4) Denied Entities	(5) U.S. Government Systems
Indicators of active and past participation or sponsorship in a strategic competitor Foreign Talent Program with history of targeting U.S. research or technology.	Indicators of active, historical, or pattern of conflict of interest, conflict of commitment, or pattern of direct funding from a strategic competitor or country with history of targeting U.S. research or technology.	Indicators of active, historical, or pattern of association with direct affiliation, collaboration with a foreign institution, person, or entity associated with a strategic competitor or country with history of targeting U.S. research or technology.	Indicators of an active affiliation or past affiliation or present association with an entity on the U.S. Gov't denied entity or person list or EO 13959 or subsequent similar issuances	Indicators that may reside in safeguarded U.S. government environments, according to its ascribed classification and not releasable for public consumption.

d) Actions Required by Applicants/Recipients at Proposal Submission

(i) In accordance with AFRLI 61-113, S&T Protection, Applicants/Recipients are required to submit the following documentation with their proposal:

a) Standard Form 424, “Research and Related Senior and Key Person Profile (Expanded) (See Appendix 1), AND;

b) Security Program Questionnaire (See Appendix 2), AND;

c) “Privacy Act Statement” consent form for each Covered Individual that is also signed by the Applicants/Recipients as the Individual’s Sponsors (See “Covered Individual” section below and Appendix 4)

(ii) In the event a security risk is identified, and the Government has determined the security risk exceeds the acceptable threshold, the Applicant/Recipient will be notified and informed of the decline of the award. **The Government will only provide a general statement of the reasoning due to Government OPSEC measures.**

(iii) By submission of the Research and Related Senior Key Person Profile and Security Program Questionnaire, the Applicant/Recipient agrees to comply with the following:

a) To certify that each covered individual who is listed on the application has been made aware: 1) of all relevant disclosure requirements, including the requirements of 42 U.S.C. § 6605; and 2) that false representations may be subject to prosecution and liability pursuant to, but not limited to, 18 U.S.C. §§287, 1001, 1031 and 31 U.S.C. §§ 3729-3733 and 3802. See National Science and Technology Council Guidance for Implementing National Security Presidential Memorandum 33 (NSPM-33) on National Security Strategy for United States Government-Supported Research and Development (January 2022).

b) To establish and maintain an internal process or procedure to address foreign talent programs, conflicts of commitment, conflicts of interest, and research integrity.

c) To exercise due diligence to identify Foreign Components or participation by Senior/Key Personnel in Foreign Government Talent Recruitment Programs and agree to share such information with the Government upon request.

e)     **Actions Required by Covered Individuals**

(i)     Covered Individual. An individual who contributes to a substantive, meaningful way to the scientific development or execution of a research and development project proposed to be carried out with a research and development award from a federal research agency; and is designated as a covered individual by the federal research agency concerned. See 42 U.S.C. § 6605, Definitions. (Note: For purposes of a Notice of Funding Opportunity (NOFO) solicitation, “covered individuals” are all Senior/Key Personnel.)

(ii)    Federal law requires that all current and pending research support, as defined by 42 U.S.C. §6605, must be disclosed at the time of proposal submission, for all covered individuals. The Government may require an updated disclosure during the performance of any research project selected for funding. The Government may require an updated disclosure during the performance of any research project selected for funding. The Government will require an updated disclosure whenever covered individuals are added or identified as performing under the funded project.

(i)     Covered Individuals are also required to sign the “Privacy Act Statement” and provide such signed statement to the Applicant/Recipient for submission with the proposal. (See Appendix 4).

(ii)    Any decision to accept a proposal for funding under this announcement will include full reliance on the individual’s statements. Failure to report fully and completely all sources of project support and outside positions and affiliations may be considered a material statement within the meaning of the False Claims Act, 31 U.S.C. 3729, and constitute a violation of Federal law.

f)     **Actions Required by Applicants/Recipients During Period of Performance**

- (i) Applicant/Recipient will be required to re-submit the Research and Related Senior and Key Person Profile as an annual requirement. In addition, whenever a new covered individual(s) is to be added or identified as performing under the funded project, a new Research and Related Senior and Key Person Profile will be required prior to continued performance.
- (ii) If, at any time, during performance of this award, the Applicant/Recipient learns that its Senior/Key Research Personnel (including any sub awardee personnel who receive this designation) are or are believed to be participants in a Foreign Government Talent Program or have Foreign Components with a strategic competitor or country with a history of targeting U.S. technology for unauthorized transfer, the Applicant/Recipient will notify the Contracting/Grants/Agreements Officer within five (5) business days of awareness.
- (iii) This disclosure must include specific information as to the personnel involved and the nature of the situation and relationship. The Government will review this information and conduct any necessary fact-finding or discussion with the Applicant/Recipient. The Government's determination on disclosure may include acceptance, mitigation, or termination of the award.
- (iv) Failure of the Applicant/Recipient to reasonably exercise due diligence to discover or ensure that neither it nor any of its Senior/Key Research Personnel involved in the subject award are participating in a Foreign Government Talent Program or have a Foreign Component with a strategic competitor or country with a history of targeting U.S. technology for unauthorized transfer may result in the Government exercising remedies in accordance with federal law and regulation.
- (v) The Applicant/Recipient will be required to flow down this provision to all sub awardees who have personnel designated as Senior/Key Research Personnel as a result of their involvement in the performance of the research.

## 5. No Guaranteed Award

AFOSR does not guarantee that any award will be made under this competition.

## F. AWARD NOTICES

### 1. Selection Notices

#### a) Electronic Notification

If your proposal is selected for a possible award, an email will be sent to the principal investigator.

#### b) Selection for Possible Award Does Not Authorize Work

Our selection notice **is not** an authorization to start work and **is not** an award guarantee. AFOSR will contact your business office to get answers to any questions it has about your proposal and negotiate specific award terms. Negotiations may result in funding levels that are less than those in the proposal.

### 2. Award Notices

#### a) Federal Award Document

A grant or contract signed by a warranted Grants or Contracting Officer is the only official notice that an award has been made.

#### b) Electronic Federal Award Distribution

AFOSR sends award documents to your business office by email. This is called award distribution. AFOSR always asks your business office to forward the award to the Principal Investigator indicated on the award document.

## G. POST-AWARD REQUIREMENTS AND ADMINISTRATION

### 1. Administration and National Policy Requirements

#### a) Reporting of Matters Related to Recipient Integrity and Performance

You must report recipient integrity and performance information as required by Appendix XII to 2 CFR Part 200—Award Term and Condition for Recipient Integrity and Performance Matters, incorporated here by reference. You should read the full text of this award term now using the link above to make sure you understand our requirements. You can also find this term at <http://www.ecfr.gov>.

b) Agency Review of Applicant's Risk

- (i) AFOSR must review information available about you and entities included in your proposal through the Office of Management and Budget (OMB) designated repositories of government- wide eligibility qualification and financial integrity information. Our risk review is required by 41 U.S.C. 2313 and includes both public and non-public information. You must be qualified as described at 32 CFR 22.415 Standards to receive an award.
- (ii) AFOSR must consider the non-public segment of the Federal Awardee Performance and Integrity Information System (FAPIIS) for all awards exceeding the current simplified acquisition threshold of \$250,000.
- (iii) At a minimum, the information in the system for a prior Federal award recipient must demonstrate a satisfactory record of executing programs or activities under Federal grants, cooperative agreements, or procurement awards, and integrity and business ethics. We will consider any comments you provide, in addition to the other information in the designated integrity and performance system, when making our risk judgment about your integrity, business ethics, and record of performance under Federal awards.

AFOSR may make an award to a recipient who does not fully meet our standards as described at 2 CFR 200.205(a)(2) if it is determined that the information is not relevant to the current Federal award under consideration or there are specific conditions that can appropriately mitigate the effects of the non- Federal entity's risk in accordance with 2 CFR 200.208 Specific conditions.

- (iv) AFOSR must comply with the guidelines on government-wide suspension and debarment described in 2 CFR 200.213 and must require you to comply with these provisions for all work AFOSR funds. These provisions restrict Federal awards, sub-awards and contracts with certain parties that are debarred, suspended or otherwise excluded from or ineligible for participation in Federal programs or activities.

c) Certification of Lobbying Activity

By checking "I Agree" on the SF-424 (R&R) block 17 you agree to fully comply with the Lobbying Disclosure Act of 1995, 2 U.S.C. § 1601 et seq. If your grant amount exceeds \$100,000 you are certifying that you do not have lobbying activity to disclose. If you have lobbying activity that you must disclose under 31 U.S.C. 1352 as implemented by the DoD in 32 CFR Part 2 you must attach the completed SF-LLL Disclosure of

Lobbying Activities. You can find instructions for completing this form at <https://grants.gov/forms/forms-repository/post-award-reporting-forms>.

d) Cross-cutting National Policy Requirements

You must comply with all applicable national policy requirements as a condition of award. Key national policy requirements may be found in the DoD Research and Development General Terms and Conditions (DoD T&C); and Appendix B to 32 CFR Part 22 – Suggested Award Provisions for National Policy Requirements that Often Apply, incorporated here by reference.

e) Acknowledgement of Research Support

You must acknowledge the support provided by the Government in all materials based on or developed under our awards. The requirement extends to copyrighted and non-copyright materials published or displayed in any medium.

The following language must be used unless the award document provides different instructions:

*“This material is based upon work supported by the Air Force Office of Scientific Research under award number FAXXXX-XX-X-XXXX”.*

You must require any sub-recipients or subcontractors under your award to include this acknowledgment, too.

f) Disclaimer Language for Research Materials and Publications

Some materials based on or developed under our awards must include special disclaimer language. You must include this language in all materials except scientific articles or papers published in scientific journals unless your award document provides different instructions:

*“Any opinions, findings and conclusions or recommendations expressed in this material are those of the author(s) and do not necessarily reflect the views of the U.S. Department of Defense.”*

g) Uniform Administrative Requirements, Cost Principles, and Audit Requirements

Our grants are governed by the guidance in Title 2, Code of Federal Regulations (CFR) Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit

Requirements for Federal Awards” as modified and supplemented by the Department of Defense’s (DoD) interim implementation in 2 CFR Part 1103 [79 FR 76047, December 19, 2014] and 2 CFR Part 1125. Provisions of Chapter 1, Subchapter C of Title 32, CFR, “DoD Grant and Agreement Regulations” other than parts 32 and 33 continue to be in effect and apply as stated. These regulations are incorporated by reference into this announcement.

#### h) DoD Research and Development General Terms and Conditions

Our domestic grants are subject to the current (at time of award) “DoD Research and Development General Terms and Conditions” (DoD T&C) found at DoD Research and Development General Terms and Conditions.

These terms and conditions are incorporated by reference into this announcement. We can provide a generic model grant or cooperative agreement upon request.

If we publish updated terms and conditions, the updated terms and conditions may apply to any grant made under this announcement.

#### i) Conditions of Award for Recipients Other Than Individuals

You must agree to comply with the requirements at 2 CFR Part 182, Subpart B “Requirements for Recipients Other Than Individuals” as a condition of award.

#### j) Minimum Record Retention Requirements

You must keep records related to our awards for at least three (3) years after completion and the final Federal Financial Report is submitted. This requirement is described further in 2 CFR 200.334, incorporated here by reference.

Sometimes records must be retained for more than three years.

## 2. Reporting

#### a) Monitoring and Reporting Program Performance

All of our awards require at least annual and final technical performance reports as required in 2 CFR 200.329. The DoD T&C REP Article I. Performance reporting will apply to grant or cooperative agreement awards. Some of our awards require more frequent technical reports.

**You must provide your reports on time.** Our awards include a schedule specifying the latest date for submission of each required report. Failure to provide the required reports,

or providing reports after required due dates, could lead to them being considered ineligible for future awards.

b) Technical Performance Report Format

- (i) Federal-wide Research Progress Performance Report (RPPR) Format (All grant awards). We now use the Federal-wide Research Progress Performance Report (RPPR) for annual and final research performance reports. The reporting requirements will be detailed in the grant award documents.

c) Department of Defense (DD) Form 882 Report of Inventions and Subcontracts

- (i) Invention Reports
  - (a) You must provide at least a final invention report on DD Form 882. We may ask for annual reports. Our award documents specify the due date. You can get the form at:  
<https://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd0882.pdf>.
  - (b) You **must** submit invention reports even if you do not have a patent to report.
- (ii) Sub-Award and Subcontract Reporting
  - You must use the DD Form 882 to tell us about any subawards or subcontracts. Your award will provide specific instructions. You can get the form at  
<https://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd0882.pdf>.

d) Standard Form (SF)-425 Federal Financial Report

Our awards require a final SF-425 Federal Financial Report. You can get the form at <https://www.grants.gov/forms/forms-repository/post-award-reporting-forms>. If you request any advance payment(s) under your award, you must submit quarterly SF-425 reports for the life of the grant. Our awards include specific instructions. You do not have to submit quarterly SF-425 reports if you only request payments by reimbursement.

e) Electronic Payment Requests and Electronic Payment

You must register to use Wide Area Workflow (WAWF) for payment. Payment requests shall be made electronically using an SF-270 through the WAWF application in the Procurement Integrated Enterprise Environment (PIEE) e-Business Suite at <https://piee.eb.mil/>. The website includes registration instructions. All payments must be made using the electronic funds transfer (EFT) method.



f) Property Reports

If AFOSR furnishes any property owned by the Government under an award, you must submit periodic property status reports as described in 2 CFR 200.329 and further implemented by the DoD T&C REP Article III. Reporting on Property.

g) Other Reports

Our Program Officers may ask for informal technical reports as needed. AFOSR uses these informal reports for program purposes, such as preparation for meetings and other technical purposes. AFOSR highly recommends you provide this information in a timely manner by electronic mail directly to the Program Officer.

h) Electronic Submission of Reports

You must plan on submitting reports electronically. **You must submit most reports through the internet application detailed in the grant award document.** Some reports must be sent using electronic mail. Our award documents provide specific instructions that you must follow.

## H. OTHER INFORMATION

### 1. Ombudsman

a) An ombudsman has been appointed to hear and facilitate the resolution of concerns from offerors, potential offerors, and others for this acquisition. When requested, the ombudsman will maintain strict confidentiality as to the source of the concern. The existence of the ombudsman does not affect the authority of the program officer, grants officer, contracting officer, or source selection official. Further, the ombudsman does not participate in the evaluation of proposals, the source selection process, or the adjudication of protests or formal grant or contract disputes. The ombudsman may refer the party to another official who can resolve the concern.

b) Before consulting with an ombudsman, interested parties must first address their concerns, issues, disagreements, and/or recommendations to the grants or contracting officer for resolution. Consulting an ombudsman does not alter or postpone the timelines for any other processes (e.g., agency level bid protests, GAO bid protests, requests for debriefings, employee-employer actions, contests of OMB Circular A-76 competition performance decisions).

c) If a resolution cannot be made by the GO, concerned parties may contact the AFRL Ombudsman, Director of Contracting, HQ AFRL/PK. The AFRL Alternate Ombudsman is the Deputy Director of Contracting, HQ AFRL/PK. Please send an email to [afrl.pk.workflow@us.af.mil](mailto:afrl.pk.workflow@us.af.mil) with the subject of "Ombudsman".

d) The ombudsman has no authority to render a decision that binds the agency.

e) Do not contact the ombudsman to request copies of the solicitation, verify offer due date, or clarify technical requirements. Such inquiries shall be directed to the grants or contracting officer.

## 2. Grants and Contracting Officer Authority

a) Grants and Contracting Officers acting within their warranted capacity are the only individuals legally authorized to make commitments or bind the Government.

b) No other individuals are authorized to make commitments or otherwise bind us.

## 3. Funding Opportunities

Funding is limited under the YIP competition. As a result, otherwise meritorious proposals may not be selected. If your proposal is not selected under the YIP competition, you may resubmit your proposal under our most recent general broad agency announcement titled, "Research Interests of the Air Force Office of Scientific Research" as published on Grants.gov.

We post new funding opportunities throughout the year looking for today's breakthrough science for tomorrow's Air Force and Space Force. You can find more information about Air Force Office of Scientific Research interests and funding opportunities on our website at <https://www.afrl.af.mil/afosr/>.