

NOTICE OF FUNDING OPPORTUNITY

DEPARTMENT OF DEFENSE (DoD) MENTOR-PROTÉGÉ INTERMEDIARY PROGRAM

Funding Opportunity Number: DOD-MPP-INTERMEDIARY

Assistance Listing Number: 12.022

Anticipated Funding Purpose: Business and Commerce

Key Date: This announcement will be open to receive applications until 5:00PM Eastern Time, **June 30, 2023**, at which point all applications must be received.

Funding Opportunity Description:.

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Date Issued: May 31, 2023

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I. Program Description

A. Short Description of Funding Opportunity

The Department of Defense (DoD) Office of Small Business Programs (OSBP) seeks applications from eligible non-profit organizations, to serve as an intermediary to support projects and agreements in collaboration with DoD OSBP to execute the Mentor Protégé Program (MPP) and related tasks in support of small businesses and new entrants that develop diverse solutions to some of the governments most pressing challenges in several novel technology spaces including advanced manufacturing, material sciences, deep learning, cyber security, high performance computing, the technologies that are required to build those materials and the technologies and tools to secure and strengthen domestic supply chains. This intermediary will develop a problem-solving network, which will bring together universities, small businesses, other than small businesses, entrepreneurs, and inventors that can collaborate on projects, functioning as a strategic responsive cell. The intermediary will utilize the industry configuration to identify complex challenges and develop product-oriented solutions. The intermediary will focus on the MPP through establishing and administering reimbursement in support of mentor-protégé agreements between DoD approved mentors and protégé firms and supporting transition and commercialization of agreement outcomes where appropriate.

B. Background:

DoD OSBP is the principal advisor to the Secretary of Defense on small business matters. OSBP is responsible for the health and resiliency of the small business industrial base with priorities around strengthening domestic supply chains, increasing competition, and advancing equity and inclusion. A key program to enable these activities is the DoD MPP. MPP is the largest federal government funded developmental assistance program. MPP helps prepare and support eligible small businesses to participate in federal government contracting as prime and subcontractors. Under the MPP, approved DoD mentor firms provide development assistance to protégé firms through cost reimbursable, credit or hybrid agreements. In the past five years, DoD's MPP has successfully helped hundreds of small businesses support unique requirements and become part of the military's supply chain. Many mentors have made the MPP an integral part of their sourcing plans. Protégés have used their involvement in the MPP to develop technical capabilities. Successful mentor-protégé agreements provide a winning relationship for the protégé, the mentor and the DoD. DoD relies on MPP to support strengthening supply chains, increasing diversity in its supplier base and as program to engage socio-economic firms and new entrants.

C. Program Description/Objective:

The Award recipient is responsible for the establishment and administration of projects and agreements in support of small businesses, small business programs and new entrants. The award recipient will also make sub-awardee agreements that provide reimbursement of costs to participating firms as defined in law and DoD policy, facilitate guidance, and provide assistance in support of initiatives for participating firms of the MPP. The Government will establish a participant specific line item for this purpose, and disbursement under this line item shall only be utilized for reimbursement of costs subject to the program specific terms and conditions and with written concurrence from the MPP Grants Officer.

The award recipient will also perform supporting tasks to support the MPP goals of strengthening the industrial base. In collaboration with DoD OSBP, the awardee will:

- Provide assistance to participants of DoD Mentor Protégé programs to support Government sponsored projects for other small business and industrial base programs that focus on the Departments priority industrial base sectors and technology modernization priorities.
- Foster the transition of science and technology programs, projects, and activities of the Department of Defense from the research, development, pilot, and prototyping phases into acquisition activities and operational use.
- Perform program analysis and provide support for small business programs including those that provide technical assistance and developmental assistance to further strengthening small business supply chains, increasing innovation and technology transition and increasing equity and inclusion in the defense industrial base.

D. Authorization

The authorization to make awards under this funding opportunity may be found via the Assistance Listing (CFDA) Number 12.022 on sam.gov.

E. Legal Requirements

Each grant awarded under this announcement will be governed by the general terms and conditions in effect at the time of the award that conform to DoD's implementation of OMB guidance applicable to financial assistance in 2 CFR 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," as implemented by 2 CFR 1100. This is generally 2 CFR 1100 Subchapter D—Administrative Requirements Terms and Conditions for Cost-Type Grants and Cooperative Agreements to Nonprofit and Governmental Entities. MPP Program Specific Terms and Conditions Version 1.0 and General Terms and Conditions Version 1.0 which are located at [Grants.gov](#) are incorporated by reference in this announcement.

II. Federal Award Information

We expect to award one (1) cooperative agreement as a result of this announcement, totaling up to an estimated \$50M in annual funding, however we are not obligated to make any awards and we reserve the right to revise or cancel this announcement. Awards will be for a one-year base period and nine (9) one -year option periods. Awards are subject to funding limitations.

Cooperative agreements differ from grants in that substantial involvement is expected between the recipient and the Federal agency when carrying out the award. Should you receive an award, we expect you to collaborate with DoD OSBP to accomplish the work set out in the MPP Program Specific Terms and Conditions and the MPP General Terms and Conditions. DoD will be involved in shaping the strategy used by the applicant to ensure relevant, high quality service to businesses at a reasonable cost and applicants should expect negotiations where part or all of

proposed costs are included in awards.

III. Eligibility Information

A. Eligible Applicants

Only non-profit entities are eligible to apply.

Disclosures of current and pending support made in this application may render an applicant ineligible for funding. Prior to award and throughout the period of performance, DoD may continue to request updated continuing and pending support information, which will be reviewed and may result in discontinuation of funding.

B. Ineligible Applicants

The following applicants will automatically be considered ineligible and their applications will be rejected without being evaluated.

- Any organization that owes an outstanding and unresolved financial obligation to the federal government;
- Any organization that is currently suspended, debarred or otherwise prohibited from receiving awards of contracts or grants from the federal government;
- Any organization that has an outstanding and unresolved material deficiency reported under the requirements of the Single Audit Act or 2 C.F.R. 200 Subpart F “Audit Requirements” within the past three years;
- Any organization that has had a DoD grant or cooperative agreement involuntarily terminated or non-renewed by DoD for cause within the past year;
- Any organization that has filed for bankruptcy within the past five years; and/or
- Any organization that was convicted or had an officer or agent acting on its behalf convicted of a felony criminal violation under any Federal law within the preceding two years.

C. Cost Sharing

Cost-sharing is not required in order to be eligible for this Funding Opportunity

IV. Application and Submission Information

A. Application Information

Applications must consist of the following elements: (1) a cover letter & table of contents (2) a technical proposal; (3) budget information and cost proposal; (4) certifications, forms and assurances; and (5) attachments and exhibits.

1. Cover Letter (Not to exceed 1 page)

The first page of each application must be a cover letter which contains the following

information:

- a. Statement of the application in response to the Funding Opportunity Number
- b. Applicant's name and address
- c. Name, telephone number, fax number, and email address for the applicant's designated point of contact, and
- d. Dollar amount of assistance being requested

2. Technical Proposal (Not to exceed 15 pages)

The technical proposal serves as the narrative blueprint for the applicant's planned approach and must include the following information:

- a. **Organizational Experience and Capacity.** Applicants must provide the following:
 - Detailed description of the applicant's past experience and present ability to manage the DoD mentor protégé intermediary program, along with methods that will be utilized, to enter into and administer mentor protégé agreements in support of the Department of Defense. The applicant must detail how the past experience is similar to the scope of the MPP Intermediary program in order for the Government to determine if the experience is relevant.
 - Detailed description of the applicant's support for small business programs and industrial base analysis related to strengthening supply chains, competition, and foreign ownership, control and influence.
 - Detailed description of the applicant's experience in working with small businesses from socio-economic categories and new entrants. Detailed description of how the applicant will sub-award and administer the projects and agreements. Detailed description of how the applicant will support serving as an integrator of projects and agreements where applicable and support transition into acquisition activities.
- b. **Innovative Approaches.** Applicants must provide the following:
 - Description of unique or innovative approaches the applicant will provide to maximize the assistance provided to small businesses through each Mentor Protégé agreement or other small business activities in support of this cooperative agreement.
- c. **Project Management.** Applicants must provide the following:
 - Provide an implementation plan including targets for significant implementation milestones such as the hiring of personnel and the strategy to execute the program.
 - Identification of a program manager/director, key management staff and contractors/consultants, describe their roles in conducting and overseeing the project, stipulate the amount of time they will devote to the project, and provide copies of resumes/position descriptions and an organizational chart. The organization chart must delineate clear lines of responsibility, authority, communication, control, decision-making, and coordination inside and outside of the applicant's organization. **Note- Resumes and Organizational Charts do not count against the page limit.**
 - Identification of all facilities and other physical resources that will be utilized in furtherance of capacity building and provide copies of relevant deeds, leases,

free space agreements, rental contracts, memoranda of understanding, etc.;

Note- supporting information to support facilities and physical resources do not count against the page limit.

- Copies of all contracts and consulting agreements and identify the employees or officials of the Applicants' organizations who will be responsible for overseeing and administering those agreements. A description explaining the manner in which they will be selected (i.e., competitively or non-competitively). NOTE: No more than 20% of award funds allocated to the Intermediary may be expended on subawards for contractor and/or consultant costs for personnel supporting the Intermediary in the performance of their duties. This limit does not apply to subawards established for the purposes of reimbursing Mentor firms. Copies of contracts and consulting agreements (either signed or samples as applicable) must be included as attachments in accordance with Section IV.A.5 below and do not count towards the 15-page limit.
- Description of its financial management structure and internal controls and identify all staff members who will be responsible for financial recordkeeping, reporting, the receipt and expenditure of award funds, and addressing audit findings;
- Copy of its conflict of interest policy addressing, at a minimum, procedures for ensuring its employees, consultants and contractors do not assist veterans in which they, their principals, or its employees, consultants and contractors do not use their fiduciary duties and/or ensure its employees, consultants and contractors do not use their role in the project as a means for marketing their outside services to project clients.

d. Facility Clearance

- The Intermediary shall be eligible to possess and maintain a TOP SECRET facility clearance (FCL) from the Defense Counterintelligence and Security Agency (DCSA) at time of award and shall maintain the required FCL through the life of this agreement. The DD Form 254 (DoD Contract Security Classification Specification) will be completed within the National Industrial Security Program (NISP) Contracts Classification System (NCCS) at agreement award. The DD Form 254 will be housed within the NCCS through the life of the agreement (<https://tesseract.cloud.dcsa.mil/nccs/>). The Intermediary will be required to be registered within NCCS to gain access to the DD Form 254. Information on the NCCS registration process can be found at: <https://www.dcsa.mil/Systems-Applications/NISP-Contracts-Classification-System-NCCS/>.

3. Budget Information and Cost Proposal

Each applicant shall provide whatever information is necessary to help the Government understand why the proposed costs are reasonable and necessary. There are no funding restrictions for this opportunity.

The budget information proposed should capture only operational costs proposed by the Applicant to carry out the Program Objectives. Costs estimated for the reimbursement of

mentor protégé agreements should not be included within the budget information proposed. The government anticipates mentor protégé agreement reimbursements will make up the majority of the total award amount.

Budget Information must be provided through the completion and submission of the following:

- a. Standard Form (SF) 424, Application for Federal Assistance;
- b. SF- 424A Budget Information (Non-Construction Programs);
- c. Attach a budget breakdown in Microsoft Excel format, and supporting narrative that shows the individual line items of cost that makeup the higher-level budget that you included in the SF 424A. Applicants shall utilize the budget breakdown format found in the Budget Template Attachment located within the Notice of Funding Opportunity at Grants.gov. Ensure that it is clear how you calculated the total amount of indirect costs (F&A) included in your budget. Include support necessary for the Government to determine the proposed cost elements are necessary and reasonable to include:
 - i. Personnel: Provide support for Personnel Costs. Support should include at least one of the following (A,B,C):
 - A. Published Salary Data, with information mapping to position title in proposal
 - B. Payroll records and/or paystubs showing rate of pay, and referenced to the specific personnel or position title in the proposal.
 - C. Salary Survey data, which shall include, at a minimum, the following
 1. Source of data;
 2. Job title and description;
 3. Geographic location; and
 4. Range of salary amounts with reference to applicability of amounts
 - ii. Fringe Benefits. Provide information to describe and provide a basis for fringe benefit amounts included in your budget. Simply stating what the rate is (e.g., 30%) does not adequately fulfill this requirement. Where fringe benefit rates have been approved in conjunction with an indirect cost rate, the negotiated rate memorandum should be provided and no further explanation is necessary
 - iii. Indirect Rates. Include a copy of the Applicant's government-wide Indirect Cost Rate agreement. If the Applicant does not have an IDCR agreement, the Applicant may claim indirect costs in accordance with the procedures set forth in 2 C.F.R. Part 200, Appendix III;

Indirect cost is allowable under this program, as described in 2 CFR Part 200.414, with the exception of recipients who have never negotiated and IDCR. Recipients must have an approved agreement with their cognizant Federal

agency to charge indirect cost on the award. In the event that the recipient does not have an indirect cost rate, the recipient may use the 10% de minimis rate based on MTDS (as defined by 2 CFR Part 200.68).

If a negotiated rate memorandum is not provided or the de minimis rate is not utilized, then the applicant shall provide information to the government demonstrating why the proposed rate is reasonable and realistic. The applicant shall include forecasted pools and bases for the current year. Additionally, the applicant shall support these rates with three (3) years historical actual pools and bases information that validates the calculations. Below is a sample, formats and dates may vary:

	Historical			Current
	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
POOL	\$0.00	\$0.00	\$0.00	\$0.00
BASE	\$0.00	\$0.00	\$0.00	\$0.00
RATE	0.00%	0.00%	0.00%	0.00%

- iv. Other Costs. Applicants shall include the exact Government-provided estimates for Materials/Other Direct Cost (ODC) and Travel in its cost proposal (see table below). The Government estimates are the total cost for Material/ODC and Travel, exclusive of an Offeror's associated indirect charges. Offeror shall propose any applicable indirect charges on the Material/ODC and Travel estimates in accordance with its disclosed accounting practices.

Period	Material/ODC/Travel Estimate
Base Period	\$75,000.00
Option Period 1	\$75,000.00
Option Period 2	\$75,000.00
Option Period 3	\$75,000.00
Option Period 4	\$75,000.00
Option Period 5	\$75,000.00
Option Period 6	\$75,000.00
Option Period 7	\$75,000.00
Option Period 8	\$75,000.00
Option Period 9	\$75,000.00

4. Certifications, Forms and Assurances

Each application must complete and submit the following forms:

- a. SF-LLR, Disclosure of Lobbying Activities;

- b. Letter from the applicant's Auditor or CPA, Treasurer, Comptroller, CFO or similarly qualified individual certifying that the organization's financial management system currently meets requirements of 2 C.F.R. Part 200.302 Uniform Administrative Requirements for Grants and Agreements with institutions of higher learning, Hospitals, and Other Non-Profit Organizations. [NOTE: This requirement does not apply to awards made directly to state, local or tribal governments].

B. Submission Instructions

All proposals (narrative and forms) must be submitted electronically via the government-wide financial assistance portal www.grants.gov. NO OTHER FORMS OF SUBMISSION WILL BE ACCEPTED. All required forms are provided in the grant.gov application package for this via grants.gov, including animated tutorials may be found at <http://www.grants.gov/web/grants/support.html>.

To submit an application via grants.gov an organization is first required to have a Unique Entity Identifier (UEI) (formally called DUNS). A UEI must be obtained by the applicant prior to the application submission. To obtain an UEI visit <https://www.grants.gov/web/grants/applicants/organization-registration.html>

Applicants are required to obtain an Employer Identification Number (EIN). Both the EIN and UEI are required prior to the issuance of a financial assistance award and for grant award payment. Both the EIN and a UEI number are required to register with SAM. SAM registration is required for award. The EIN base for an organization is the Internal Revenue Service (IRS) Tax ID number; for individuals, it is their Social Security number. The Social Security and IRS Tax ID numbers are both 9-digit numbers. Organizations and individuals submitting their applications must correctly identify the EIN from the DUNS, since both are 9-digit numbers. If these numbers are not correctly identified in the application, a delay in the issuance of the funding award and/or incorrect payment to a recipient organization may result. Organizations applying for an EIN should plan on a minimum of two full weeks to obtain an EIN. For assistance registering an EIN, please contact the IRS helpline. ACC-APG cannot assist applicants with questions related to obtaining a current EIN.

Information about the grants.gov registration process can be found at <http://www.grants.gov/web/grants/applicants/organization-registration.html> Applicants must register as organizations, not as individuals. Please note that organizations already registered with grants.gov do not need to register. However, all registered organizations must keep their registrations up-to-date. As part of the registration process, an Applicant must designate one or more Authorized Organizational Representatives (AORs). AORs are the only individuals who may submit applications to grants.gov on behalf of an organization. If an application is submitted by anyone other than a designated AOR, it will be rejected by grants.gov and cannot be considered for funding.

Once an application is submitted, it undergoes a validation process through which it will be accepted or rejected by the grants.gov system. The validation process may take 24 to 48 hours or longer to complete. Applicants should save and print written proof of an electronic submission made at grants.gov. Applicants can expect to receive multiple emails regarding the status of their

submission. The first email will confirm receipt of the application. The second email will indicate that the application has either been successfully validated by the system, and assigned an ACC-APG tracking number, or it has been rejected due to errors. An Applicant will receive a third email once ACC-APG has downloaded its applications from grants.gov for review in accordance with Section 5.3 below. If grants.gov notifies an Applicant via email that its application contains an error, the Applicant must correct the noted error(s) before the system will accept and validate the application. Applicants that choose to submit on or close to the closing date are advised they may not receive email notification of an error with their application until after the submission deadline, and thus will not have an opportunity to correct and submit their applications. **APPLICATIONS THAT ARE REJECTED BY GRANTS.GOV WILL NOT BE FORWARDED TO ACC-APG AND CANNOT BE CONSIDERED FOR FUNDING.** It is the Applicant's responsibility to verify that its submission was received and validated successfully at grants.gov. To check the status of your application and see the date and time it was received, log on to grants.gov and click on the "Track My Application" link from the left-hand menu.

If you experience a technical difficulty with grants.gov (i.e., system problems or glitches with the operation of grants.gov website itself) that you believe threatens your ability to submit your application, please (i) print any error message received; and (ii) call the grants.gov Contact Center at **1-800-518-4726** for immediate assistance. Ensure that you obtain a case number regarding your communications with grants.gov. NOTE: Problems with an Applicant's own computer system or equipment is **not** considered technical difficulties with grants.gov. Similarly, an Applicant's failure to (i) obtain a DUNS number or complete the Sam.gov registration process; (ii) ensure that an AOR submits the application; or (iii) take note of and act upon an email from grants.gov rejecting its application due to errors, are **not** considered technical difficulties. A grants.gov technical difficulty is an issue occurring in conjunction with the operation of grants.gov itself, such as the temporary loss of service by grants.gov due to an unexpected volume of traffic or failure of information technology systems, both of which are rare occurrences.

Applicants should use the following link to obtain assistance in navigating grants.gov and access a list of useful resources: <http://www.grants.gov/web/grants/applicants/organization-registration.html> If you have a question that is not addressed under the "Applicant FAQs" try consulting the "Applicant User Guide" or contacting the grants.gov Contact Center, which is open 24 hours a day, seven days a week.

C. Required Proposal Submission Dates

Each Applicant is required to submit its proposal electronically via www.grants.gov no later than 11:50 P.M. Eastern Time on June 30, 2023. Because of the conditions for submitting applications via grants.gov and the potential for encountering technical difficulties in using that site, Applicants are strongly encouraged to log on to the grants.gov and review the submission instructions early. **DO NOT WAIT UNTIL THE CLOSING DATE TO BEGIN THE SUBMISSION PROCESS.** Applicants bear sole responsibility for ensuring their proposals are submitted and received before the closing date.

ACC-APG will consider the date and time stamp on the validation generated by grants.gov as the official submission time. A proposal that is not received by grants.gov before the closing date of this Announcement will be rejected without being evaluated, unless the Applicant can clearly demonstrate through documentation obtained from grants.gov that it attempted to submit its

proposal in a timely manner but was unable to do so solely because of grants.gov systems issues. Additionally, ACC-APG will not accept any changes, additions, revisions, or deletions to applications made after the closing date.

Applicants should save and print written proof of an electronic submission made at grants.gov. If problems occur while using grants.gov, the applicant is advised to (i) print any error message received; and (ii) contact grants.gov for immediate assistance. Applicants may obtain advice and assistance with grants.gov submission process by visiting <http://www.grants.gov/web/grants/support.html> or calling 1-800-518-4726.

V. Application Review Process

A. General

Applications will be rejected without being evaluated if they are submitted by ineligible organizations, they are illegible or materially incomplete due to an Applicant's failure to include required forms and/or provide the required level of detail.

B. Evaluation Criteria

All timely, materially complete applications received from the eligible organizations will be evaluated in accordance with the criteria listed below.

1. Organizational Experience and Capacity

Applicants will be evaluated on their demonstrated ability to successfully execute the MPP and the relevancy and responsiveness of the demonstrated past experience. Relevancy of the proposed experience will be determined through determining how similar the past performance effort is when compared to the scope, magnitude, and complexities of the MPP Intermediary Effort.

Rating	Definition
Very Relevant	Present/past performance effort involved essentially the same scope and magnitude of effort and complexities this NFO requires.
Relevant	Present/past performance effort involved similar scope and magnitude of effort and complexities this NFO requires.
Somewhat Relevant	Present/past performance effort involved some of the scope and magnitude of effort and complexities this NFO requires.
Not Relevant	Present/past performance effort involved little or none of the scope and magnitude of effort and complexities this NFO requires.

2. Innovative Approaches

Applicants will be evaluated on their demonstrated ability to describe innovative approaches that are both feasible and aligned with OSBP goals for the MPP.

3. Project Management

Applicants will be evaluated on the strength of their staffing and management plans for accomplishing the goals and objectives of the program requirements.

4. Facility Clearance

Applicants will be evaluated on their proposed eligibility to possess and maintain a FCL at the time of award.

5. Budget Information and Cost Proposal

Budget Information must be provided through the completion and submission of the following information covering the period of performance of the Agreement:

- a. Standard Form (SF) 424, Application for Federal Assistance;
- b. SF- 424A Budget Information (Non-Construction Programs);
- c. Attach a budget breakdown in Microsoft Excel format and supporting narrative.

C. Review and Selection Process

Applications will be rejected without being evaluated if they are submitted by ineligible organizations, or they are illegible or materially incomplete due to an Applicant's failure to include required forms and/or provide the required level of detail.

Applications that are not rejected by grants.gov or ACC-APG's initial screening process will be evaluated by a team of merit reviewers on the basis of how well the applications meet the Technical Proposal criteria outlined within this Funding Opportunity. The reviewers may be ACC-APG or DoD OSBP employees or employees of other federal agencies. Applicants are therefore encouraged to design proposals that address the criteria listed above in a clear and concise manner.

Rating Criteria 4- Facility Clearance will be evaluated on an acceptable/unacceptable basis. Applicants must receive a rating of "acceptable" for Rating Criteria 4- Facility Clearance in order to be eligible for award.

The merit reviewers will utilize an adjectival rating structure to evaluate eligible applications. The merit reviewers shall measure each application against the requirements of the Funding Opportunity. Rating criteria 1- Organizational Experience and Capacity and Rating Criteria 2- Innovative Approaches are of equal weight. Rating Criteria 3- Project Management and Rating Criteria 5- Budget Information and Cost Proposal are of equal weight. Rating Criteria 1 and 2 when combined are significantly more important than Rating Criteria 3 and 5.

The reviewers will determine whether the application, in consideration of each category, respective weighting and then taken in its entirety, should be rated as: 1) Highly Responsive; 2) Responsive; 3) Somewhat Responsive; or 4) Not Responsive.

- a. **Highly Responsive:** Applicant fully addresses all criteria aspects, convincingly demonstrates that it will meet the OSBP performance requirements, and demonstrates no discernable weaknesses;
- b. **Responsive:** Applicant fully addresses all criteria aspects, demonstrates a likelihood of meeting the OSBP requirements, but may include some minor weaknesses;
- c. **Somewhat Responsive:** Applicant addresses most criteria aspects and demonstrates the ability to meet the OSBP performance requirements. However, the Application contains significant weaknesses and/or a significant number of minor weaknesses. These weaknesses may be addressed by recommending the award and including a specific programmatic or administrative post-award special term(s) and condition(s); or,
- d. **Not Responsive:** Applicant does not sufficiently address the criteria and the information presented indicates a strong likelihood of failure to meet OSBP' requirements.

The reviewers will submit their final evaluations to the Grants Officer who will take the assessments, along with other information in the possession, and after careful consideration of all information, shall draft individual funding determination which will include: 1) not to fund the application; 2) fund the application but not at the level requested; or 3) fund the application at the level requested. It is anticipated one (1) award will be made in response to this notice of funding opportunity.

VI. Award Administration Information

A. Award Notification

The Applicant selected for the award will receive written notification. Applicants not selected for awards will be notified via email or letter. Feedback of unsuccessful Applications will be available upon request.

The notification e-mail regarding a selection is not authorization to commit or expend DoD funds. A DoD grants officer is the only person authorized to obligate and approve the use of Federal funds, This authorization is in the form of a signed Notice of Award. Applicants whose applications are recommended will be contacted by a DoD grants officer to discuss any additional information required for award. This may include representations and certifications, revised budgets or budget explanations, or other information as applicable to the proposed award. The award start date will be determined at this time.

B. Administrative and National Policy Requirements

Refer to the "National Policy Requirements", subdivision C of the MPP Intermediary General Terms and Conditions, which is located at [Grants.gov](https://www.grants.gov), for national policy requirements that will

apply to awards.

C. Reporting

The terms and conditions of the award will provide the specifics on how to submit the reports and any required sections for those reports.

Report	Requirements/Form	Frequency
Quarterly Reports	MPP Quarterly Report	Quarterly
Financial Report	SF 425	Quarterly
Grant Voucher-Payment Request	SF 270	May be monthly but must be at least once per quarter with billing period end date matching the SF 425

Awardees will need to comply with the reporting requirements in 2 CFR 170: Reporting Subaward and Executive Compensation Information

VII. Agency Contacts

Questions regarding program policy, program content, administrative problems, grant administration or technical issues should be directed to:

DoD OSBP MPP Director: Kasey Diaz Kasey.b.diaz.civ@mail.mil
 ACC-APG Grants Officer: Chris Fisher christopher.m.fisher24.civ@army.mil

Questions regarding Grants.gov should be directed to the toll-free number 1-800-518-4726 and email at support@grants.gov.

VIII. Other Information

The Federal government is not obligated to make any Federal award as a result of the announcement. Only Grants Officers can bind the Federal government to the expenditure of funds.

Applicants are advised to monitor Grants.gov for potential amendments to this Notice of Funding Opportunity. You can also elect to be automatically notified by Grants.gov whenever there is a change to the opportunity.

Applications must not include any information that has been identified as classified national security information under authorities established in Executive Order 12958, Classified National Security Information.