



DEPARTMENT OF DEFENSE

Research and Education Program
for
Historically Black Colleges and Universities and
Minority-Serving Institutions (HBCU/MSI)

30 May 2019 – 30 April 2024

Funding Opportunity Announcement
W911NF-19-S-0013

Issued by the U.S. Army Contracting Command-Aberdeen Proving Ground Research
Triangle Park Division on behalf of the U.S. Army Combat Capabilities Development
Command-Army Research Laboratory (CCDC-ARL)
and the
Under Secretary of Defense for Research and Engineering
(Research, Technology and Laboratories)

Issued: May 2019

Applications Due: Open Continuously until 30 April 2024

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I. OVERVIEW OF THE FUNDING OPPORTUNITY

A. Required Overview Content

1. **Federal Agency Name(s)**
The Research and Education Program for Historically Black Colleges and Universities/Minority-Serving Institutions (HBCU/MSI), funded by the Office of the Under Secretary of Defense for Research and Engineering (Research, Technology, and Laboratories) (OUSD(R&E)/RT&L), will be administered through the U.S. Army Combat Capabilities Development Command (CCDC) Army Research Laboratory (ARL)
2. **Funding Opportunity Title**
Department of Defense Research and Education Program for Historically Black Colleges and Universities and Minority-Serving Institutions (HBCU/MSI)
3. **Announcement Type**
This is the initial announcement
4. **Funding Opportunity Number**
W911NF-19-S-0013
5. **Catalog of Federal Domestic Assistance (CFDA) Number**
12.630, Basic, Applied, and Advanced Research in Science and Engineering
6. **Key Dates**
This FOA is a continuously open announcement valid throughout the period from the date of issuance through 30 April 2024, unless otherwise amended.

B. Additional Overview Information

1. Under the authority of 10 U.S.C. § 2362 and the Department of Defense (DoD) announces the Research and Education Program for Historically Black Colleges and Universities and Minority-Serving Institutions.
2. The program is executed under policy and guidance of the OUSD(R&E)/RT&L and is administered by CCDC ARL.
3. The Army has a long history of supporting research and education at Historically Black Colleges and Universities and Minority-Serving Institutions. DoD, through the CCDC Army Research Laboratory, as the Army's corporate laboratory, is leading new initiatives for HBCU/MSI based on 10 U.S.C. § 2362, which directs DoD to provide assistance to HBCUs and MSIs (hereafter 'covered educational institutions') to assist DoD in defense-related research, development, testing and evaluation activities. Also informing these initiatives are the National Defense Strategy and the DoD-wide and Army Strategies for Engagement with HBCUs/MSIs based on section 233 of the FY 2016 National Defense Authorization Act, P.L. 114-92.

4. The DoD and the Nation need the best scientists and engineers to sustain defense capabilities, and recognize that this can only be accomplished through partnerships with, and support of, Institutions of Higher Education (IHE). The DoD will address this need by supporting innovative research and education programs that encourage students to pursue careers in science, technology, engineering and mathematics (STEM), particularly at covered educational institutions.
5. The CCDC ARL invites applications from covered educational institutions for research and education programs that will meet the following objectives:
 - a. Enhance research and engineering capabilities in areas important to national defense;
 - b. Increase the number of graduates in STEM disciplines; and
 - c. Encourage research and education collaborations with other institutions of higher education and with defense organizations.
6. Support for research, development, testing, evaluation, or educational enhancements will be through the competitive awarding of grants or cooperative agreements.
7. Applications should reflect the unique needs and capabilities of an institution and should describe the institution's area of emphasis and how their proposed project will support the objectives identified above.
8. The scope of an application must align to the DoD priorities set forth in the National Defense Strategy (NDS) summary prepared by the Secretary of Defense and published in early 2018 (<https://www.defense.gov/Portals/1/Documents/pubs/2018-National-Defense-Strategy-Summary.pdf>). The priorities discussed in the NDS have important components that rely on innovation and workforce talent. The top DoD research and engineering activities intended to modernize DoD's key capabilities and support the NDS are:
 - a. Artificial Intelligence/ Machine Learning
 - b. Autonomy
 - c. Bioscience
 - d. Biotechnology
 - e. Cyber
 - f. Data Analytics
 - g. Directed Energy
 - h. Fully Networked Command, Control and Communications (FNC3)
 - i. Hypersonics
 - j. Materials Science and Engineering
 - k. Microelectronics
 - l. Quantum Science
 - m. Space

Information about these modernization areas is available at the following website: <https://www.cto.mil/modernization-priorities/>. Interested applicants are encouraged to peruse the priority areas identified on this website for guidance. If you have any questions, please contact the appropriate personnel listed under Agency Contacts section of this FOA.

II. DETAILED INFORMATION ABOUT THE FUNDING OPPORTUNITY

A. Program Description

1. An application submitted by a covered educational institution under this FOA should enhance defense-related research and education at the institution pursuant to objectives defined by 10 U.S.C § 2362 and align with the DoD modernization priorities. An application should address scientific study and experimentation directed toward increasing fundamental knowledge and understanding in fields of physical, engineering, environmental, life sciences, and information sciences related to long-term national security needs.
2. An applicant is encouraged to consider innovative approaches for their research projects with a view toward enhancing the ability of their institution to develop stronger science and engineering programs that will enable the institution to participate more competitively in a variety of defense research programs and attract and retain good students by exposing them to state-of-the-art research, encouraging them to pursue careers in STEM disciplines.
3. DoD will not prescribe the approach for an application; instead, it expects applicants to reflect the unique needs and capabilities of their institution. Methods through which the statutory objectives can be achieved are varied. Factors such as research capabilities, facilities, and equipment are unique to each institution and should be considered when preparing an application.

B. Award Information

1. Proposals submitted in response to this FOA and selected for award are considered to be the result of full and open competition and in full compliance with the provision of Public Law 98-369, "The Competition in Contracting Act of 1984" and subsequent amendments.

2. The Government reserves the right to select for award all, some, or none of the proposals submitted in response to this announcement. Due to Government budget uncertainties, no specific dollars have been reserved for awards under this FOA. If an Applicant is interested in submitting a proposal under this FOA and has not previously submitted a preliminary inquiry under Section D. below, it is highly recommended they first contact Ms. Evelyn Kent, Evelyn.W.Kent.civ@mail.mil, Office of the Under Secretary of Defense for Research and Engineering, before preparing a whitepaper or submitting a full proposal.
3. The ACC-APG RTP Division has the authority to award a variety of instruments on behalf of CCDC ARL. Anticipated awards under this FOA include grants and cooperative agreements. Applicants may propose scholarships or fellowships that they will issue through the grant or cooperative agreement award. Applicants may also propose the acquisition of research equipment or instrumentation under the grant or cooperative agreement award. The ACC-APG RTP Division reserves the right to select the type of instrument most appropriate for the effort proposed. Applicants should familiarize themselves with these instrument types and the applicable regulations before submitting a proposal. Following are brief descriptions of the possible award instruments under this FOA:
 - a. Grant. A legal instrument that, consistent with 31 U.S.C. § 6304, is used to enter into a relationship:
 - i. The principal purpose of which is to transfer a thing of value to the recipient to carry out a public purpose of support or stimulation authorized by a law of the United States, rather than to acquire property or services for the Federal Government's direct benefit or use.
 - ii. In which substantial involvement is not expected between the Federal Government and the recipient when carrying out the activity contemplated by the grant.
 - iii. No fee or profit is allowed.
 - b. 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 (see definition "grant"), except that substantial involvement is expected between the Federal Government and the recipient when carrying out the activity contemplated by the cooperative agreement. The term does not include "cooperative research and development agreements" as defined in 15 U.S.C. § 3710a. No fee or profit is allowed.

Grants and cooperative agreements for institutions of higher education, nonprofit organizations, foreign organizations, and foreign public entities are primarily governed by the following:

- a. Federal statutes
- b. Federal regulations
- c. 2 CFR Part 200, as modified and supplemented by DoD's interim implementation found at 2 CFR Part 1103
- d. 32 CFR Parts 21, 22, 26 and 28
- e. DoD Research and Development General Terms and Conditions
- f. Agency-specific Research Terms and Conditions

C. Eligibility Information

1. Eligible Applicants

- a. As provided in 10 U.S.C. § 2362, eligibility for this competition is open only to "covered educational institutions," which are defined as:
- b. institutions of higher education eligible for assistance under Title III or V of the Higher Education Act of 1965 (20 U.S.C. 1051 et seq.); or
- c. accredited post-secondary minority institutions.
- d. Eligible applicants include community colleges or other 2-year degree granting institutions meeting the definition of a "covered educational institution."
- e. Enrollments, accreditation, and other factors may affect an institution's eligibility in any given year. With the exception of HBCUs and Tribal Colleges and Universities (TCUs), an institution must apply to the Department of Education (DoEd) each year for Title III or Title V eligibility in order to meet the eligibility criterion above. A recent copy of the DoEd letter that certifies the institution's eligibility for Title III or Title V assistance must be included with each application submitted under this FOA. The eligibility letter will not be included in the page limitation of the application (see Section II.D.2.c. below).

2. Cost Sharing or Matching

- a. Cost sharing or matching is not required under this FOA and is not part of any evaluation factor under this FOA.

3. Other

- a. Faculty and/or post-doctoral associates at the applicant institution may participate in the project and assist the PI as co-PI or in another capacity. HBCUs/MSIs applying under this FOA may propose collaborations with up to two degree-granting Institutions of Higher Education (IHE). Collaborations with entities other than degree-granting IHEs are not permitted. Any proposed collaborations with IHEs should be explained in the narrative as well as in the budget justification.

D. Application and Submission Information

1. Preliminary Inquiries: This office receives a high volume of proposals annually. Because of financial constraints, we are able to provide support for only a limited number of the proposals received. We realize the preparation of a research proposal often represents a substantial investment of time and effort by the applicant. Therefore, in an attempt to minimize this burden, we strongly encourage applicants interested in submitting proposals to make preliminary inquiries as to the general need for the type of research effort contemplated, before expending extensive effort in preparing a whitepaper and/or detailed proposal or submitting proprietary information. Preliminary inquiries should be directed to the Technical Point of Contact (TPOC) for this FOA, Ms. Evelyn Kent, at Evelyn.W.Kent.civ@mail.mil.
2. *NOTE: The Government will not be obligated by any discussion that arises out of preliminary inquiries.
3. Classified Submissions: Classified proposals are not accepted under this FOA.

E. Whitepaper Preparation

1. Whitepapers should focus on describing details of the proposed project, including how it is innovative, how it could substantially increase the scientific state of the art and impact STEM education, its relevance to DoD modernization areas noted above, and potential impact on the defense mission.
2. Whitepapers are limited to seven (7) total pages; five (5) pages for whitepaper technical content, one (1) cover page and a one (1) page addendum as discussed below. Evaluators will only review the whitepaper cover page, up to five whitepaper technical content pages, and the one-page addendum. Excess pages will not be reviewed or evaluated.
3. Whitepapers must be in the following format, but do not require any special forms:
 - a. Page Size: 8 ½ x 11 inches
 - b. Margins – 1 inch

- c. Spacing – single
- d. Font – Times New Roman, 12 point
- e. Combine all files and forms into a single PDF before submitting.

4. Format and content of whitepapers:

a. COVER PAGE (not to exceed one page):

- i. The whitepaper cover page shall include at a minimum: Title of the whitepaper, name of the individual and organization submitting the whitepaper, the research area from the DOD CCDC ARL FOA (see page 4 of this FOA) against which the whitepaper is submitted, and the TPOC name.

b. TECHNICAL CONTENT (not to exceed five pages):

- i. A detailed discussion of the effort's scientific research objective, approach, relationship to similar research, and level of effort shall be submitted. Also include the nature and extent of the anticipated results and, if known, the manner in which the work will contribute to the accomplishment of the DoD's mission and how this contribution would be demonstrated.
- ii. The type of support, if any, the applicant requests of the Government, such as facilities, equipment, demonstration sites, test ranges, software, personnel or materials, shall be identified as Government Furnished Equipment (GFE), Government Furnished Information (GFI), Government Furnished Property (GFP), or Government Furnished Data (GFD). Applicants shall indicate any Government coordination that may be required for obtaining equipment or facilities necessary to perform any simulations or exercises that would demonstrate the proposed capability.
- iii. The cost portion of the whitepaper shall contain a brief cost estimate revealing all the component parts of the proposal, including research hours, burden, material costs, travel, etc.

c. ADDENDUM (not to exceed one page):

- i. Include biographical sketches of the key personnel who will perform the research, highlighting their qualifications and experience.

d. RESTRICTIVE MARKINGS ON WHITEPAPERS:

- i. Any proprietary data that the applicant intends to be used only by the Government for evaluation purposes must be clearly

marked. The applicant must also identify any technical data or computer software contained in the whitepaper that is to be treated by the Government as limited rights in technical data and restricted rights in computer software. In the absence of such identification, the Government will conclude there are no limitations or restrictions on technical data or computer software included in the whitepaper. Records or data bearing a restrictive legend may be included in the whitepaper. It is the intent of the Government to treat all whitepapers as procurement sensitive before award and to disclose their contents only for the purpose of evaluation.

- ii. Applicants are cautioned, however, that portions of the whitepapers may be subject to release under terms of the Freedom of Information Act, 5 U.S.C. 552, as amended.

e. EVALUATION AND DISPOSITION OF WHITEPAPERS:

- i. Evaluation Process: Applicants are advised that invitations for proposals will be made based on the whitepaper submission and the availability of funding. The whitepaper will be evaluated for the concept's scientific merit and potential contributions of the effort to the DoD mission based on the DoD modernization areas. Whitepapers will also be evaluated based on how the proposed effort will further the number the graduates in STEM disciplines. Applicants whose whitepapers are evaluated as having significant scientific merit and that enhance student participation in STEM disciplines may be invited to submit a full proposal. However, an applicant may submit a proposal despite not submitting a whitepaper or receiving a proposal invite from the Government.
- ii. Disposition Process: The applicant will be notified in writing after completion of the evaluation. Whitepapers will not be returned to applicants. Applicants may request a summary of their whitepaper evaluation from the Grants Officer.

F. Whitepaper Submission

- 1. All whitepapers must be emailed directly to the TPOC, Ms. Evelyn Kent, Evelyn.W.Kent.civ@mail.mil. In the email subject line, include the phrase "Whitepaper Submission" and the FOA number W911NF-19-S-0013. Whitepapers must be in a single PDF formatted file attached to the email.

G. Full Proposal Preparation

- 1. Content of Application
 - a. Applicants must complete all forms and attachments in accordance with the instructions on the forms and the additional instructions below. To

activate the “pop up” instructions on the forms, turn on the “Help Mode” (icon with the pointer and question mark at the top of the form). All attachments to Grants.gov forms must be in PDF format (Adobe Portable Document Format). Most office software applications provide a “Save As PDF” capability.

- b. Please ensure that application attachments are not password protected.
 - c. The following formatting rules apply for the file attachments:
 - i. Paper size when printed – 8.5 x 11-inch paper, one-sided
 - ii. Margins – 1 inch
 - iii. Spacing – single
 - iv. Font – No smaller than Times New Roman, 12-point font (excluding mandatory forms)
 - v. Number of pages – 25
 - vi. **The 25-page limit applies to the technical portion of the application, which consists of the following: Project Summary/Abstract, Project Narrative, Facilities and Other Resources (all of which are described below). Pages exceeding this limit will not be considered in the application evaluation. Letters of support should not be submitted and will not be considered in the application evaluation.**
2. The following SF 424 (R&R) forms and, as applicable, attachments are required for all applications:
3. **FORM: The SF 424 (R&R) Application for Federal Assistance** - The SF 424 (R&R) form is to be used as the cover page for all applications. Complete this form first to populate data in other forms. By submitting an application through Grants.gov, the AOR (identified by username and password) is providing an “electronic signature.” By “signing” the SF 424 (R&R), an applicant is providing the certification required by 32 CFR part 28 regarding lobbying as contained in Section II. F.2. of this FOA.

To evaluate compliance with Title IX of the Education Amendments of 1972 (20 U.S.C. A§ 1681 Et. Seq.), the Department of Defense 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 application must include the following two forms completed as indicated below.

4. **FORM: Research & Related Senior/Key Person Profile (Expanded)** – The Degree Type and Degree Year fields on the Research and Related Senior/Key Person Profile (Expanded) form 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.

Biographical sketches are required for the PI and key personnel (not to exceed three pages each). These will not be included in the page count. Please be sure to include education and the year in which each degree was completed.

- a. To attach biographical sketches, click “Add Attachment.”

5. **FORM: Research & Related Personal Data** - This form will be used by DoD as the source of demographic information, such as gender, race, ethnicity, and disability information for the Project Director/Principal Investigator and all other persons identified as Co-Project Director(s)/Co-Principal Investigator(s). Each application must include this form with the name fields of the Project Director/Principal Investigator and any Co-Project Director(s)/Co-Principal Investigator(s) completed; however, provision of the demographic information in the form is voluntary. If completing the form for multiple individuals, each Co-Project Director/Co-Principal Investigator can be added by selecting the “Next Person” button. 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 of the information should check or select the “Do not wish to provide” option.

6. **FORM: Research & Related Other Project Information** – Complete questions 1 through 6 and attach files for items 7 through 12, as applicable. The files **must** comply with the following instructions:

- a. **Project Summary/Abstract (Field 7 on the form)** – The Project Summary/Abstract must be no longer than a single page. **It must be marked to indicate that it is publicly releasable**, as abstracts for all awarded applications will be placed on a DoD website(s) searchable by the public. Using terminology the public can understand, the abstract should provide a concise description of proposed project and the research-related education that it will provide. The header of the abstract should identify the PI, the institution, and the application title.

- i. To attach a project abstract, click “Add Attachment.”

- b. **Project Narrative (Field 8 on the form)**

- i. At the beginning of the project narrative, i.e., preceding the full text of the narrative, indicate the DoD Agency and research area to which the proposed project is relevant, and provide suggested Agency assignment information in the following format:
 - ii. Scientific Division(s) or Directorate(s), if known, and

- iii. Technical Area(s)/Program Manager(s), if known.
- iv. The project narrative must clearly describe the following to enable technical evaluation of the project under evaluation criteria specified in Section II.E.1 of this FOA:
 - v. The research to be undertaken in a level of detail that fully addresses the objectives of the research and approaches to be used, and the relationship of the project to the state of knowledge in the field and to any related work at the institution or elsewhere.
 - vi. The anticipated results and how the project relates to the research interests of the Agency(ies).
 - vii. The facilities and equipment available for performing the proposed research.
 - viii. The involvement of undergraduate and/or graduate students in the research project and associated research-related education is encouraged. Program funds may be requested for scholarships and fellowships pursuant to 10 U.S.C. 2362. The involvement of students in the research project is critical to achieving program objectives.
 - ix. To attach the project narrative, click “Add Attachment.”
- c. **Bibliography & References Cited (Field 9 on the form)** – Include a bibliography and list of literature citations, if applicable.
 - i. To attach a bibliography, click “Add Attachment.”
- d. **Facilities and Other Resources (Field 10 on the form)** – Include a list of existing facilities and other resources including equipment to be used in the project.
 - i. To attach facilities information, click “Add Attachment.”
- e. **Equipment (Field 11 on the form)** – Specifically identify (by manufacturer, catalog number, and/or other identifier(s)) each item of equipment included in the budget and explain the need for the equipment and how it will be used in the proposed research and research-related education. Indicate whether it will be used in support of a new capability or will replace or upgrade existing equipment. Also indicate any special circumstances regarding installation of the equipment or training required to ensure optimum use of the equipment. Costs related to these special circumstances should be included in the budget consistent with the institution’s accounting practices.

- i. To attach equipment information, click “Add Attachment.”
 - f. **Other Attachments (Field 12 on the form)** – To include any other relevant attachments, click “Add Attachment.”
- 7. **FORM: (R&R) Research & Related Budget** – Complete Sections A through H and attach a budget justification in Section L. The budget justification should provide additional data by element of cost for entries included in Sections A through H sufficient to meet the guidance provided below and ensure meaningful evaluation. Note that Section J should not be completed, as no fee will be paid to a recipient under these awards.
 - a. Project costs, i.e., the amount requested from DoD under this FOA, must be shown in total as well as broken down by cost element for each year of the performance period. Additional budget periods may be added to the Research & Related Budget form by clicking on the “Add Period” button at the end of the first budget period. The cumulative Research & Related Budget is automatically calculated on the last page of the budget form and will reflect the total costs for all budget periods.
 - b. The following additional guidance is provided:
 - i. Direct Labor: Show the current and projected salary amounts in terms of man-hours, man- months, or annual salary to be charged by the PI(s), faculty, research associates, postdoctoral associates, graduate and undergraduate students, secretarial, clerical, and other technical personnel either by personnel or position. State the number of man-hours used to calculate a man-month or man-year. For proposals from universities, research during the academic term is deemed part of regular academic duties, not an extra function for which additional compensation or compensation at a higher rate is warranted. Consequently, academic term salaries shall not be augmented either in rate or in total amount for research performed during the academic term. Rates of compensation for research conducted during non-academic (summer) terms shall not exceed the rate for the academic terms. When part or all of a person's services are to be charged as project costs, it is expected that the person will be relieved of an equal part or all of his or her regular teaching or other obligations. For each person or position, provide the following information:
 - (a) The basis for the direct labor hours or percentage of effort (e.g., historical hours or estimates);
 - (b) The basis for the direct labor rates or salaries. Labor costs should be predicted upon current labor rates or salaries. These rates may be adjusted upward for forecast salary or wage cost-of-living increases that will occur during the agreement period. The cost proposal should separately identify the rationale

applied to base salary/wage for cost-of-living adjustments and merit increases. Each must be fully explained;

- (c) The portion of time to be devoted to the proposed research, divided between academic and non-academic (summer) terms, when applicable;
- (d) The total annual salary charged to the research project; and
- (e) Any details that may affect the salary during the project, such as plans for leave and/or remuneration while on leave.
- (f) Note: There is no page limitation for budget proposals or budget justifications.

ii. Fringe Benefits and Indirect Costs (Overhead, G&A, and Other): The most recent rates, dates of negotiation, the base(s) and periods to which the rates apply must be disclosed and a statement included identifying whether the proposed rates are provisional or fixed. If the rates have been negotiated by a Government agency, state when and by which agency. A copy of the negotiation memorandum should be provided. If negotiated forecast rates do not exist, applicants must provide sufficient detail to enable a determination to be made that the costs included in the forecast rate are allocable according to applicable cost provisions. Applicants' disclosure should be sufficient to permit a full understanding of the content of the rate(s) and how it was established. As a minimum, the submission should identify:

- (a) All individual cost elements included in the forecast rate(s);
- (b) Basis used to prorate indirect expenses to cost pools, if any;
- (c) How the rate(s) was calculated;
- (d) Distribution basis of the developed rate(s);
- (e) Basis on which the overhead rate is calculated, such as "salaries and wages" or "total costs;" and
- (f) The period of the applicant's FY.

iii. Permanent Equipment: If facilities or equipment are required, a justification why this property should be furnished by the Government must be submitted. State the organization's inability or unwillingness to furnish the facilities or equipment. Applicants must provide an itemized list of permanent equipment showing the cost for each item. Permanent equipment is any article or tangible nonexpendable property having a useful life of more than one year

and an acquisition cost of \$5,000 or more per unit. The basis for the cost of each item of permanent equipment included in the budget must be disclosed, such as:

- (a) Vendor Quote: Show name of vendor, number of quotes received and justification, if intended award is to other than lowest bidder.
 - (b) Historical Cost: Identify vendor, date of purchase, and whether or not cost represents lowest bid. Include reason(s) for not soliciting current quotes.
 - (c) Engineering Estimate: Include rationale for quote and reason for not soliciting current quotes.
- iv. If applicable, the following additional information shall be disclosed in the applicant's cost proposal:
- (a) Special test equipment to be fabricated by the awardee for specific research purposes and its cost.
 - (b) Standard equipment to be acquired and modified to meet specific requirements, including acquisition and modification costs, listed separately.
 - (c) Existing equipment to be modified to meet specific research requirements, including modification costs. Do not include equipment the organization will purchase with its funds if the equipment will be capitalized for Federal income tax purposes. Proposed permanent equipment purchases during the final year of an award shall be limited and fully justified.
 - (d) Grants and cooperative agreements may convey title to an institution for equipment purchased with project funds. At the discretion of the Grants Officer, the agreement may provide for retention of the title by the Government or may impose conditions governing the equipment conveyed to the organization per 31 USC 6306.
- v. Travel: Forecasts of travel expenditures (domestic and foreign) that identify the destination and the various cost elements (airfare, mileage, per diem rates, etc.) must be submitted. The costs should be in sufficient detail to determine the reasonableness of such costs. Allowance for air travel normally will not exceed the cost of round-trip, economy air accommodations. Specify the type of travel and its relationship to the research project. Requests for domestic travel must not exceed \$3,000 per year per PI. Separate, prior approval by the ARL is required for all foreign travel (i.e., travel outside the

continental U.S., its possessions and Canada). Foreign travel requests must not exceed \$1,800 each per year per PI. Special justification will be required for travel requests in excess of the amounts stated above and for travel by individuals other than the PI(s). Individuals other than the PI(s) are considered postdoctoral associates, research associates, graduate and undergraduate students, secretarial, clerical, and other technical personnel.

- (a) Additional travel may be requested for travel to Army laboratories and facilities to enhance agreement objectives and to achieve technology transfer.
- vi. Participant Support Costs: This budget category refers to costs of transportation, per diem, stipends, and other related costs for participants or trainees (but not employees) in connection with conferences, meetings, symposia, training activities, apprenticeships and workshops (see the “Other Programs” section as described earlier in this FOA). Generally, indirect costs are not allowed on participant support costs. The number of participants to be supported should be entered in the parentheses on the budget form. These costs should also be justified in the budget justification page(s) attached to the cost proposal.
- vii. Materials, Supplies, and Consumables: A general description and total estimated cost of supplies are required. The basis for developing the cost estimate (vendor quotes, invoice prices, engineering estimate, purchase order history, etc.) must be included. If possible, provide a material list.
- viii. Publication, Documentation, and Dissemination: The budget may request funds for the costs of preparing, publishing, or otherwise making available to others the findings and products of the work conducted under an agreement, including costs of reports, reprints, page charges, or other journal costs (except costs for prior or early publication); necessary illustrations, cleanup, documentation, storage, and indexing of data and databases; and development, documentation, and debugging of software.
- ix. Consultant Costs: Consultant costs are not allowable under this FOA.
- x. Computer Services: The cost of computer services, including computer-based retrieval of scientific, technical, and educational information, may be requested. A justification/explanation based on the established computer service rates at the proposing organization should be included. The budget also may request costs, which must be shown to be reasonable, for leasing automatic data processing

equipment. The purchase of computers or associated hardware and software should be requested as items of equipment.

- xi. Subawards (Subcontracts or Subgrants): An application may propose research collaborations with no more than two Institutions of Higher Education (IHE) and must include student participation in the research. The budget for such an arrangement must show that at least 60 percent of the total direct costs will be attributable to activities performed by the applicant HBCU/MSI, both in the conduct of research and in the management of such an arrangement. An application that proposes collaboration with an organization other than IHE will be considered nonresponsive to this FOA and will not be considered for funding. A precise description of services or materials that are to be awarded by a subaward must be provided.

For subawards totaling \$10,000 or more, provide the following specific information:

- (a) A clear description of the work to be performed;
 - (b) If known, the identification of the proposed subawardee and an explanation of why and how the subawardee was selected or will be selected;
 - (c) The identification of the type of award to be used (cost reimbursement, fixed price, etc.);
 - (d) Whether or not the award will be competitive and, if noncompetitive, rationale to justify the absence of competition; and,
 - (e) A detailed cost summary.
- xii. Student/Trainee Support Costs: Funds awarded under grants and cooperative agreements under this FOA may be used for scholarships and fellowships (10 U.S.C. 2362). Proposals must explain any proposed scholarships or fellowships and how they will support the objectives of this FOA.
 - xiii. ODCs: Itemize and provide the basis for proposed costs for other anticipated direct costs such as communications, transportation, insurance, and rental of equipment other than computer related items. Funds under this FOA may be used for facility rental/user fees. Unusual or expensive items must be fully explained and justified. Funds under this FOA may not be used for alterations or renovations of facilities.

- xiv. Profit/ Fee: Profit/fee is not allowed for the recipient of or subaward to an assistance instrument, where the principal purpose of the activity to be carried out is to stimulate or support a public purpose (i.e., to provide assistance), rather than acquisition (i.e., to acquire goods and services for the direct benefit of the Government). A subaward is an award of financial assistance in the form of money, or property in lieu of money, made under a DoD grant or cooperative agreement by a recipient to an eligible subrecipient. The term includes financial assistance for substantive program performance by the subrecipient of a portion of the program for which the DoD grant or cooperative agreement was made. It does not include the recipient's procurement of goods and services needed to carry out the program.
- xv. Subcontracting Plan: Subcontracting plans do not apply to assistance instruments.

c. To attach the budget justification at Section L, click “Add Attachment.”

Note: Be sure that the total amount requested in the budget agrees with the amount entered in Block #15 of the Cover Page (Form SF 424 (R&R)).

- 8. **FORM: (R&R) Research & Related Subaward Budget Attachment(s)** – If the applicant is proposing one or two collaborations with other IHEs, use this form to include the subaward budget(s) for the collaborating IHE(s).
- 9. **FORM: Disclosure of Lobbying Activities (Standard Form LLL)** – If applicable, this form must be completed and submitted with the other Grants.gov application forms. The form is required if any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the application for a grant under this FOA.

H. Grants.gov Application Submission and Receipt Procedures

Please read the following instructions carefully and completely.

DoD is participating in the Grants.gov initiative to provide the grant community with a single site to find and apply for grant funding opportunities. For this funding opportunity, DoD requires applicants to submit their applications online through Grants.gov. This funding opportunity may be found on Grants.gov by going to the Grants.gov Search Grants screen and entering the funding opportunity number for this FOA, W911NF-19-S-0013, in the Funding Opportunity search box. You can also search for the CFDA Number 12.630, Basic, Applied, and Advanced Research in Science and Engineering.

1. How to Register to Apply through Grants.gov

Instructions: Read the instructions below about registering to apply for DoD 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.

Organizations must have a Data Universal Numbering System (DUNS) Number, active System for Award Management (SAM) registration, and Grants.gov account to apply for grants.

Creating a Grants.gov account can be completed online in minutes, but DUNS and SAM registrations may take several weeks. Therefore, an organization's registration should be done in sufficient time to ensure it does not impact the institution's ability to meet required application submission deadlines.

- a. Complete instructions can be found on Grants.gov here:
<https://www.grants.gov/web/grants/applicants/organization-registration.html>
 - i. Obtain a DUNS Number: All entities applying for funding, including renewal funding, must have a DUNS Number from Dun & Bradstreet (D&B). Applicants must enter the DUNS Number in the data entry field labeled "Organizational DUNS" on the SF-424 form. For more detailed instructions for obtaining a DUNS Number, refer to:
<https://www.grants.gov/web/grants/applicants/organization-registration/step-1-obtain-duns-number.html>
 - ii. *Register with SAM:* All organizations applying online through Grants.gov must register with the System for Award Management (SAM). Failure to register with SAM will prevent your organization from applying through Grants.gov. SAM registration must be renewed annually. The ACC-APG-RTP Contracting Division on behalf of ARO, as the awarding office for awards under this FOA, may not make an award to an applicant unless the applicant has complied with all applicable DUNS and SAM requirements. If an applicant has not fully complied with the requirements by the time ACC-APG-RTP is ready to make an award, ARO may determine that the applicant is not qualified to receive an award and use that determination as the basis for making an award to another applicant. For more detailed instructions for registering with SAM, refer to:
<https://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html>
 - iii. *Create a Grants.gov Account:* The next step is to register an account with Grants.gov. Follow the on-screen instructions or refer to the

detailed instructions here:

<https://www.grants.gov/web/grants/applicants/registration.html>

- iv. *Add a Profile to a Grants.gov Account:* A profile in Grants.gov corresponds to a single applicant organization the user represents (i.e., an applicant) or an individual applicant. If you work for or consult with multiple organizations and have a profile for each, you may log in to one Grants.gov account to access all of your grant applications. To add an organizational profile to your Grants.gov account, enter the DUNS Number for the organization in the DUNS field while adding a profile. For more detailed instructions about creating a profile on Grants.gov, refer to:
<https://www.grants.gov/web/grants/applicants/registration/add-profile.html>
- v. *EBiz POC Authorized Profile Roles:* After you register with Grants.gov and create an Organization Applicant Profile, the organization applicant's request for Grants.gov roles and access is sent to the EBiz POC. The EBiz POC will then log in to Grants.gov and authorize the appropriate roles, which may include the Authorized Organization Representative (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 assigned the AOR role. For more detailed instructions about creating a profile on Grants.gov, refer to:
<https://www.grants.gov/web/grants/applicants/registration/authorize-roles.html>
- vi. *Track Role Status:* To track your role request, refer to:
<https://www.grants.gov/web/grants/applicants/registration/track-role-status.html>
- vii. *Electronic Signature:* When applications are submitted through Grants.gov, the name of the organization applicant with the AOR role that submitted the application is inserted into the signature line of the application, serving as the electronic signature. The EBiz POC **must** authorize people who are able to make legally binding commitments on behalf of the organization as a user with the AOR role; **this step is often missed and it is crucial for valid and timely submissions.**

2. How to Submit an Application 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 webforms within an application. For each funding opportunity announcement (FOA), 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:

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

- a. *Create a Workspace:* Creating a workspace allows you to complete it online and route it through your organization for review before submitting.
- b. *Complete a Workspace:* Add participants to the workspace to work on the application together, complete all the required forms online or by downloading PDF versions, and check for errors before submission. The Workspace progress bar will display the state of your application process as you apply. As you apply using Workspace, you may click the blue question mark icon near the upper-right corner of each page to access context-sensitive help.
- c. *Adobe Reader:* If you decide not to apply by filling out webforms you can download individual PDF forms in Workspace. 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:

<https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>

- d. *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.
- e. *Complete SF-424 Fields First:* The forms are designed to fill in common required fields across other forms, such as the applicant name, address, and DUNS Number. Once it is completed, the information will transfer to the other forms.
- f. *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.
- g. *Track a Workspace Submission:* After successfully submitting a workspace application, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the application. The number will be listed on the Confirmation page that is generated after submission. Using the tracking number, access the Track My Application page under the Applicants tab or the Details tab in the submitted workspace.

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

<https://www.grants.gov/web/grants/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. 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 experience 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 DoD with tracking your issue and understanding background information on the issue.

3. Submission Dates and Times

Proposals will be considered until and including the closing date of this announcement 30 April 2024. Proposals submitted after the closing date will not be considered by the Government.

- a. When DoD 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 who submitted the application. Again, proof of timely submission shall be the official date and time that Grants.gov receives your application. Applications received by Grants.gov after the established due date for the program will be considered late and will not be considered for funding by DoD except as indicated in the paragraph below.
- b. If an emergency or unanticipated event interrupts normal Federal government processes so that applications cannot be received by Grants.gov by the time specified in this FOA, and the situation precludes amendment of the FOA closing date, the time specified for receipt of applications will be deemed to be extended to the same time of day specified in this FOA on the first work day on which normal Federal government processes resume.
- c. 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 attempting to submit the application. 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.

I. Intergovernmental Review

Not Applicable

J. Funding Restrictions

1. The following will not be funded under this FOA:
 - a. alteration or renovation of facilities.

K. Other Submission Requirements

1. An applicant may withdraw an application at any time before award by written notice or by e-mail. The AOR must send the notice of withdrawal to the Grants Officer identified in this FOA. Withdrawals are effective upon receipt of notice by the Grants Officer.

L. Review Information for Full Proposals

1. Evaluation Criteria

- a. Primary evaluation criteria (of equal importance to each other) are:
 - i. Scientific and technical merit of the proposed research.
 - ii. Relevance of the proposed research to the DoD modernization areas and potential contributions of the proposed research to the DoD mission.
 - iii. Potential of the proposed project to develop new research capabilities or enhance existing research capabilities and to broaden the research base in support of national defense.
 - iv. Potential of the project to enhance research and research education capabilities in STEM disciplines and increase the number of students engaged in STEM disciplines.
 - v. Qualifications of the PI to achieve the objectives of the project.
- b. Secondary evaluation criteria, of less importance than primary criteria but of equal importance to each other, are:
 - i. Potential of project to foster collaborations with other institutions of higher education and with defense organizations.
 - ii. Budgetary realism and cost effectiveness of the application budget.

2. Review and Selection Process

- a. Government personnel will evaluate proposals using the above criteria. The most meritorious applications will be recommended for award commensurate with available funding. Approval of the recommendation is

the authority of the Research Director of the USD(R&E) Research, Technology and Laboratories Office. Proposals may be handled for administrative purposes by support contractors. These support contractors are prohibited from submitting proposals under this FOA and are bound by non-disclosure and/or conflict of interest requirements as deemed appropriate.

M. Recipient Qualification

1. The Grants Officer is responsible for determining a recipient's qualification prior to award. In general, the Grants Officer will award grants or cooperative agreements only to qualified recipients that meet the standards at 32 CFR 22.415. To be qualified, a potential recipient must:
 - a. Have the management capability and adequate financial and technical resources, given those that would be made available through the grant or cooperative agreement, to execute the program of activities envisioned under the grant or cooperative agreement;
 - b. Have a satisfactory record of executing such programs or activities (if a prior recipient of an award);
 - c. Have a satisfactory record of integrity and business ethics; and
 - d. Be otherwise qualified and eligible to receive a grant or cooperative agreement under applicable laws and regulations.
2. Applicants are requested to provide information with proposal submissions to assist the Army Grants Officer's evaluation of recipient qualification. In accordance with Office of Management and Budget (OMB) guidance in parts 180 and 200 of Title 2, CFR, it is DoD policy that DoD Components must report and use integrity and performance information in the Federal Awardee Performance and Integrity Information System (FAPIS), or any successor system designated by OMB.
3. If the total Federal share of a grant (or cooperative agreement) will be greater than the simplified acquisition threshold (currently \$250,000):
4. The Army Grants Officer, prior to making an award, will review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIS) (see 41 U.S.C. 2313);
5. An applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM;

6. The Army Grants Officer will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in 2 CFR 200.205, Federal awarding agency review of risk posed by applicants.

N. Award Administration Information

1. Award Notices

- a. An e-mail notification will be provided to successful applicants. Unsuccessful applicants will also be notified by email. Unsuccessful applicants may contact the Grants Officer for a summary of government's evaluation of their proposal.
- b. The notification e-mail must not be regarded as a formal authorization to commit or expend funds; however, an institution may, at its own risk incur pre-award costs as specified in the general terms and conditions provided in Section II.F.2.a. below. The Government is not obligated to provide any funding until an Army Grants Officer signs the grant award document. The award document signed by the Army Grants Officer is the only authorized award document.
- c. Successful applicants will be contacted by the Army Grants Officer to discuss additional information required for award. This may include representations and certifications, revised budgets or budget explanations, or other information applicable to the proposed award. The award start date will be determined at that time.

2. Administrative and National Policy Requirements

- a. Each award issued under this FOA 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 part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards." The DoD Research and Development General Terms and Conditions (latest version, July 2018) are located at <https://www.onr.navy.mil/Contracts-Grants/submit-proposal/grants-proposal/grants-terms-conditions>.
- b. A recipient must comply with all applicable national policy requirements. The key national policy requirements that may relate to an award under this FOA are included in the terms and conditions specified in paragraph 2.a. above.

- c. By electronically signing the SF-424, the applicant affirms its agreement with the following certification:

3. Certification Required for Grant Awards

- a. The certification at Appendix A to 32 CFR Part 28 regarding lobbying is the only certification required at the time of application submission for a grant award. The certification is as follows: (NOTE: This is standard language and certain portions, e.g., discussion of subawards, may not apply under a particular FOA)
- b. “By signing and submitting an application that may result in the award of a grant exceeding \$100,000.00, the prospective awardee is certifying, to the best of his or her knowledge and belief, that:
- c. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- d. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete Standard Form-LLL, “Disclosure of Lobbying Activities,” in accordance with its instructions and include it in the submitted application package.
- e. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, and subgrants, and contracts under grants, loans, or cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- f. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code.
- g. Any person who fails to file the required certification shall be subject to a civil penalty or not less than \$10,000 and not more than \$100,000.00 for each such failure.”

4. The following representations are required for grant awards:

a. Appropriations Provisions on Tax Delinquency and Felony Convictions

- i. **Check either “is” or “is not” for the following representations, as appropriate for the proposing institution. Include the AOR signature and point of contact information and attach the representations page to Field 12 of the SF-424(R&R). The page for these representations is available for download under the Related Documents section of this funding opportunity (W911NF-19-S-0009) posted on Grants.gov.**
- ii. The applicant is () is not () a “Corporation” meaning any entity, including any institution of higher education, other nonprofit organization, or for-profit entity that has filed articles of incorporation. If the applicant is a “Corporation” please complete the following representations:
- iii. The applicant represents that it is () is not () a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- iv. The applicant represents that it is () is not () is not a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

OMB CONTROL NUMBER: 0704-0494
OMB EXPIRATION DATE: 11/30/2019

AGENCY DISCLOSURE NOTICE

The public reporting burden for this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Directives Division, 4800 Mark Center Drive, East Tower, Suite 02G09, Alexandria, VA 22350-3100 [0704-0494]. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements

Agreement with the representation below will be affirmed by checking the “I agree” box in block 17 of the SF424 (R&R) as part of the electronic proposal submitted via Grants.gov. The representation reads as follows:

By submission of its proposal or application, the applicant represents that it does not require any of its employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting those employees, contractors, subrecipients from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

Note that: (1) the basis for this representation is a prohibition in Section 743 of the Financial Services and General Government Appropriations Act, 2015, Pub. L. 113-235) on provision of funds through grants and cooperative agreements to entities with certain internal confidentiality agreements or statements; and (2) Section 743 states that it does not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a Federal department or agency governing the nondisclosure of classified information.

NOTE: If an applicant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the agency suspension and debarment official (SDO) has considered suspension or debarment and determined that further action is not required to protect the Government’s interests. The applicant therefore should provide information about its tax liability or conviction to the agency’s SDO as soon as it can do so, to facilitate completion of the required considerations before award decisions are made.

A. Agency Contacts

Questions of a technical or programmatic nature contact:

Evelyn Kent
Office of the Under Secretary of Defense for Research and Engineering
(OUSD(R&E))
Evelyn.W.Kent.civ@mail.mil

Tamika Carey
OUSD(R&E) HBCU/MSI Program Analyst
Tamika.A.Carey.ctr@mail.mil

Questions regarding program execution and administration should be directed to:

Vallen L. Emery, Jr., Ph.D.
HBCU/MSI Programs
US Army Combat Capabilities Development Command (CCDC) - Army Research
Laboratory (ARL)
Vallen.L.Emery.civ@mail.mil

Patrice D. Collins, Ph.D.
Outreach Special Program Coordinator
CCDC ARL Outreach Office
Patrice.D.Collins.civ@mail.mil

Tywanki Q. Seegars
CCDC ARL HBCU/MSI Program Specialist
Tywanki.Q.Seegars.ctr@mail.mil

The Grants Officer is:

Leroy R. Hardy
US Army Contracting Command-Aberdeen Proving Ground
RTP Division
Leroy.R.Hardy.civ@mail.mil

B. Other Information

1. 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.
2. Applicants are advised that employees of commercial firms under contract to the government may be used to administratively process applications. By submitting an application, an applicant consents to allowing access to its application(s) by these support contractors.

3. All support contracts include nondisclosure agreements prohibiting their contractor employees from disclosing any information submitted by applicants.