



NPS FOA Announcement #N00244-26-S-NPS-F001

**FUNDING OPPORTUNITY ANNOUNCEMENT (FOA)  
FOR RESEARCH INITIATIVES AT THE  
NAVAL POSTGRADUATE SCHOOL**

**Announcement Type: Initial Announcement**

**Deadlines**

White Papers must be received no later than  
**13 Jan 2030**

Applications must be received no later than  
**13 Jan 2030**

**Assistance Listing Number: 12.300**

**Key Dates: This announcement will be open to receive applications and white papers continuously until 13 Jan 2030, at which point all applications must be received.**

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**Date Issued: Jan 13, 2025**

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## I. OVERVIEW OF THE RESEARCH OPPORTUNITY

This publication constitutes a Funding Opportunity Announcement (FOA) for awards in accordance with 2 CFR 200.204 “Notices of funding opportunities.” A formal Request for Proposals (RFP), solicitation, and/or additional information regarding this announcement will not be issued. Neither the Naval Postgraduate School (NPS) nor the Contracting Office of the Naval Supply Systems Fleet Logistics Center San Diego (NAVSUP FLC SD) will issue paper copies of this announcement. Interested parties are responsible for checking <https://www.grants.gov/> for possible amendments to this FOA.

The Naval Postgraduate School (NPS) reserves the right to select and fund for award all, some, or none of the proposals received in response to this announcement. NPS provides no funding for direct reimbursement of proposal development costs. Technical and cost proposals (or any other material) submitted in response to this FOA will not be returned. It is the policy of NPS and NAVSUP FLCSD to treat all proposals as sensitive competitive information and to disclose their contents only for the purposes of evaluation. Potential grantees are on notice, however, that the Government may use contractor support personnel, with appropriate non-disclosure agreements on file, to assist in the review of technical submissions.

Awards will take the form of grants and/or cooperative agreements. Any assistance instrument awarded under this announcement will be governed by the award terms and conditions that conform to DoD’s implementation of OMB circulars applicable to financial assistance. Terms and conditions under this FOA will reflect DoD implementation of OMB guidance in 2 CFR Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.”

The DoD Research and Development (R&D) General Terms and Conditions are located at:

<https://www.onr.navy.mil/work-with-us/manage-your-award/manage-grant-award/grants-terms-conditions>

This FOA is intended for proposals related to basic and applied research, and that part of development not related to the development of a specific system or hardware procurement. This Announcement is not for the acquisition of technical, engineering, and other types of support services.

## **A. BASIC INFORMATION**

### **1. Federal Awarding Agency:**

Naval Supply Systems Command (NAVSUP)  
Fleet Logistics Center San Diego (FLCSD)

### **2. Funding Opportunity Title:**

Research Initiatives at the Naval Postgraduate School

### **3. Announcement Type:** Initial Announcement

### **4. Funding Opportunity Number:** N00244-26-S-NPS-F001

### **5. Catalog of Federal Domestic Assistance (CFDA) Number:** 12.300

### **6. Eligible Applicants:** must be a “Nonprofit organization” or “Institution of Higher Education (IHE)” consistent with the definitions at 2 CFR 200.1

### **7. Key Dates:**

This announcement will remain open until **13 Jan 2030** or until replaced by a successor FOA. White papers and full proposals may be submitted at any time during this period. This announcement replaces N00244-22-S-NPS-F001.

Submission of Late Proposals (Applicable to White Papers and Full Proposals): The Government will not review proposals submitted after **13 Jan 2030**; or after a successor to this FOA is issued, whichever occurs first.

### **8. Agency Contact Information:** Please see section G “Federal Awarding Agency Contacts”

## **II. DETAILED INFORMATION ABOUT THE RESEARCH OPPORTUNITY**

### **A. PROGRAM DESCRIPTION**

The Naval Postgraduate School (NPS) is interested in receiving proposals for research initiatives that offer potential for advancement and improvement in the NPS core mission of graduate education and research. Readers should note that this is an announcement to declare NPS’s solicitation in competitive funding of meritorious research initiatives across a spectrum of science and engineering, business, politics and public/foreign policy, operational and information sciences, and interdisciplinary disciplines that are in line with the NPS’s graduate education and research mission.

Additional information on the Naval Postgraduate School's graduate education and research mission is available at:

General Information: <http://www.nps.edu/about>

NPS Strategic Plan: <https://my.nps.edu/web/guest/strategic-plan>

Academic Programs: <http://my.nps.edu/academics>

Research Programs: <https://my.nps.edu/web/research/home>

Prior to preparing white papers or full proposals, potential applicants are strongly encouraged to contact a NPS point of contact (POC) whose program and research efforts best match the Applicant's field of interest. The academic and research programs links above can be used to locate an appropriate POC by exploring the information provided about faculty members in NPS's schools, research institutes, and interdisciplinary centers and research groups.

**THIS ANNOUNCEMENT IS NOT FOR THE ACQUISITION OF TECHNICAL, ENGINEERING, AND OTHER TYPES OF SUPPORT SERVICES.**

## **B. FEDERAL AWARD INFORMATION**

### **1. Eligibility for Competition**

Proposals for supplementation of existing projects are eligible to compete with applications for new Federal awards under this FOA.

### **2. Contracted Fundamental Research**

With regard to any restrictions on the conduct or outcome of work funded under this FOA, NPS will follow the guidance on and definition of "contracted fundamental research" as provided in the Under Secretary of Defense (Acquisition, Technology and Logistics) Memorandum of 24 May 2010.

The memorandum can be found at [https://www.acq.osd.mil/dpap/dars/pgi/docs/2012-D054%20Tab%20D%20OUSD%20\(ATL\)%20memorandum%20dated%20May%2024%202010.pdf](https://www.acq.osd.mil/dpap/dars/pgi/docs/2012-D054%20Tab%20D%20OUSD%20(ATL)%20memorandum%20dated%20May%2024%202010.pdf)

As defined therein the definition of "contracted fundamental research," in a DoD contractual context, includes research performed under grants and contracts that are (a) funded by Research, Development, Test and Evaluation Budget Activity 1 (Basic Research), whether performed by universities or industry; or (b) funded by Budget Activity 2 (Applied Research) and performed on campus at a university. The research shall not be considered fundamental in those rare and exceptional circumstances where the applied research effort presents a high likelihood of disclosing performance characteristics of military systems or manufacturing technologies that are unique and critical to defense, and where agreement on restrictions have been recorded in the contract or grant.

Pursuant to DoD policy, research performed under grants and contracts that are a) funded by Budget Activity 2 (Applied Research) and NOT performed on-campus at a university or b) funded by Budget Activity 3 (Advanced Technology Development) or Budget Activity 4 (Advanced Component Development and Prototypes) does not meet the definition of “contracted fundamental research.” In conformance with the USD (AT&L) guidance and National Security Decision Directive found at [https://www.acq.osd.mil/dpap/dars/pgi/docs/National\\_Security\\_Decision\\_Directive\\_189.pdf](https://www.acq.osd.mil/dpap/dars/pgi/docs/National_Security_Decision_Directive_189.pdf)

NPS will place no restriction on the conduct or reporting of unclassified “contracted fundamental research,” except as otherwise required by statute, regulation or executive order. The research shall not be considered fundamental in those rare and exceptional circumstances where the applied research effort presents a high likelihood of disclosing performance characteristics of military systems or manufacturing technologies that are unique and critical to defense, and where agreement on restrictions have been recorded in the contract or grant. For certain research projects, it may be possible that although the research being performed by the prime contractor is restricted research, a subcontractor may be conducting “contracted fundamental research.” In those cases, it is the **prime contractor’s responsibility** in the proposal to identify and describe the subcontracted unclassified research and include a statement confirming that the work has been scoped, negotiated, and determined to be fundamental research according to the prime contractor and research performer.

Normally, fundamental research is awarded under grants with universities and under contracts with industry. Non-fundamental research is normally awarded under contracts and may require restrictions during the conduct of the research and DoD pre-publication review of such research results due to subject matter sensitivity. Potential applicants should consult with the appropriate NPS Technical POCs to determine whether the proposed effort would constitute fundamental or non-fundamental research.

### **3. Funded Amount and Period of Performance**

The funded amount and period of performance of each proposal selected for award will vary depending on the research area and the technical approach to be pursued by the applicant selected.

### **4. Instrument Type(s)**

Awards may take the form of grants or cooperative agreements, as appropriate. Contracts will NOT be awarded under this FOA. Before submitting a proposal, applicants should familiarize themselves with these instrument types and the applicable regulations.

The following provides brief descriptions of potential award instrument types:

## 5. Assistance Instruments

**Grant** - A legal instrument, consistent with 31 U.S.C. 6304, is used to enter into a relationship where the following hold true:

- The principal purpose is to transfer a thing of value, such as financial assistance, to the recipient to carry out a public purpose of support or stimulation authorized by a law or the United States, rather than to acquire property or provide services for the Federal Government's direct benefit or use.
- Substantial involvement is not expected between the Federal Government and the recipient when carrying out the activities contemplated by the grant.
- No fee or profit is allowed.

Grants are distinguished from contracts in that grants provide financial assistance to recipients to conduct relatively autonomous programs of research. With grants, the award recipients bear primary responsibility for the design, management, direction, and conduct of research and exercise judgment and original thought toward attaining the scientific goals within broad parameters of the research areas proposed and the resources provided. Although grants supported by the DoD must be of general interest to and must in some way have the potential to further DoD mission(s), they must only tangentially relate to those missions. In contrast, a contract would be the appropriate instrument for direct support to meet specific DoD and NPS goals and objectives, or to improve specific defense processes, procedures, systems, or policies.

Grant proposals must also clearly define the public benefit that is anticipated to result from broad dissemination of the research results to scientific and professional communities, the private sector, civil society, non-Federal government, and/or foreign governments.

*Proposals should **not** focus on potential benefits to the DoD, although these should be mentioned briefly in the White Paper's Technical Concept section and the Full Proposal's Statement of Work.*

**Cooperative Agreement** - A legal instrument which is consistent with 31 U.S.C. 6305 and is used to enter into the same kind of relationship as a grant, except that substantial involvement is expected between the Federal Government and the recipient when carrying out the activities contemplated by the cooperative agreement. No fee or profit is allowed. This instrument type does not include "cooperative research and development agreements" as defined in 15 U.S.C. 3710a. (For information on the substantial involvement NPS expects to have in cooperative agreements, prospective applicants should contact the NPS Technical Point of Contact identified in the research area of interest.)

**NAVSUP FLC SD reserves the right to determine which award instrument is appropriate, given the proposed Statement of Work.**

## **C. ELIGIBILITY INFORMATION**

### **1. Eligible Applicants**

All responsible sources from U.S. academia, U.S. non-profit research institutions, U.S. laboratories outside of the Federal Government, and accredited foreign universities may submit proposals under this FOA.

University Affiliated Research Centers (UARCs) are eligible to submit proposals under this FOA unless precluded from doing so by their DoD UARC contract.

Federally Funded Research & Development Centers (FFRDCs), including Department of Energy National Laboratories, **are not eligible** to receive awards under this FOA.

Navy laboratories, military universities and warfare centers, as well as other Department of Defense and civilian agency laboratories also **are not eligible** to receive awards under this FOA and should not directly submit either White Papers or Full Proposals in response to this FOA. If any such organization is interested in research described herein, the organization should contact [research@nps.edu](mailto:research@nps.edu) or [grants@nps.edu](mailto:grants@nps.edu).

Individuals and industry **are not eligible** to apply and should not submit a White Paper or Full Proposal in response to this FOA.

### **2. Cost Sharing or Matching**

Cost sharing is not expected under grants and cooperative agreements, and will not be used as a factor during the merit review of any proposal hereunder. However, the Government may consider voluntary cost sharing if proposed.

## **D. APPLICATION AND SUBMISSION INFORMATION**

**1. Address to Request (Access) Application Package** - This FOA may be accessed at Grants.gov ([www.grants.gov](http://www.grants.gov)). Interested parties are encouraged to periodically check the website for updates and amendments.

### **2. Content and Format of Application Submission**

The proposal submission process has two stages:

- I. Applicants are encouraged to submit a white paper; and
- II. Applicants must submit a full proposal through Grants.gov

Applicants are highly encouraged to submit a White Paper in advance of a Full Proposal to minimize the labor and other costs associated with the production of detailed full proposals that have little chance of being selected for funding. Based on an assessment of the white papers, the responsible Research Program Officer will provide informal feedback notification to the prospective awardees to encourage or

discourage submission proposals. The Research Program Officer may also, on occasion, provide feedback encouraging re-work to strengthen a proposal.

All proposals should describe how the research would advance knowledge in the field of study, enhance understanding, and have the potential to provide a direct benefit to the public.

White papers and full proposals submitted under this FOA are required to be unclassified. The research proposed is also required to be unclassified. No classified proposals shall be submitted.

All proposal submissions will be protected from unauthorized disclosure in accordance with applicable law and DoD/DoN regulations. Applicants are expected to appropriately mark each page of their submission that contains proprietary information.

**IMPORTANT NOTE:** Titles given to the White Paper and Full Proposal should be descriptive of the activities proposed and not be merely a copy of the title of this FOA.

## **I. CONTENT AND FORMAT OF WHITE PAPERS**

### **i. White Paper Submission**

**DO NOT** submit white papers via Grants.gov. Only submissions made via email to NPS will be considered. The white paper must be sent as an email attachment directly to [grants@nps.edu](mailto:grants@nps.edu). The email's subject line must read: "**N00244-26-S-NPS-F001, White Paper Submission.**" If the Applicant has not identified an NPS TPOC, send the White Paper to [grants@nps.edu](mailto:grants@nps.edu). The White Paper must be a Microsoft Word or Adobe PDF document attachment to the email. White Papers may be submitted at any time during the open period of this FOA. A separate White Paper is required for each research proposal.

### **ii. White Paper Format**

- Paper Size – 8.5 x 11 inch paper
- Margins – 1 inch
- Spacing – single or double-spaced
- Font – Times New Roman, 12 point
- Page limit – 5 pages, single-sided pages (excluding cover page, abstract, and resumes/curriculum vitae/bios). White papers exceeding the page limit will not be evaluated
- Only Microsoft Word or Adobe PDF file format

### iii. White Paper Content

**Cover Page** – The Cover Page must be labeled “WHITE PAPER,” and include:

- FOA number: N00244-26-S-NPS-F001
- Proposed project title, descriptive of the topic or question to be researched
- If the proposal is for a grant or a cooperative agreement
- Proposed length of project in months
- State if the applicant is an eligible non-profit
- Name of Applicant’s administrative point of contact with title, telephone number(s), facsimile number, and email address listed
- Applicant’s technical point of contact (Principal Investigator) with title, telephone number(s), facsimile number, and email address listed
- The NPS’s Principal Investigator’s point of contact information, name, title, telephone numbers, and email address
- Signature and printed name of an authorized officer of the Applicant’s institution

**Technical Concept** – This brief project description should include:

- Research objective, including the problem the proposed research will address
- Assessed need and importance
- Summary of key background research to inform the proposed project
- Research design/methodology
- Anticipated results
- Anticipated public benefits beyond the needs of the Departments of Defense or Navy. For example, the results of drone research can be used by the agricultural, marketing, resource management, and public safety sectors of society to provide better goods and services to the public. Please contact NPS if you are unsure what is meant by public benefit or purpose.
- Sample of references from the scientific literature used to inform the study
- Names and titles of all investigators and key personnel, including any doctoral students, if known
- General schedule of activities
- Rough cost estimate (total amount only)
- Identification of any Organizational Conflict(s) of Interest (if any)

- Identification of anticipated human or animal subject research

## II. CONTENT AND FORMAT OF FULL PROPOSALS SUBMISSION

### i. Full Proposals:

Prospective offerors must complete the mandatory forms in accordance with the instructions provided on the forms and the additional instructions below. Files that are attached to the forms must be in Adobe Portable Document Format (.PDF).

### ii. Full Proposal Format:

- Paper Size – 8.5 x 11 inch paper
- Margins – 1 inch
- Spacing – single spaced
- Font – Times New Roman, 12 point
- Page limit - **Technical Proposal** is limited to no more than 40 single-sided pages.

NOTE: The following components are *excluded* from the 40-page limit:

- Cover page
- Table of Contents
- Curriculum Vitae (CV)
- Letter of support,
- Cited references,
- Current/pending project submissions
- There are no page limitations to the Budget Justification
- Budget shall include an excel spreadsheet that is unlocked with unhidden formulas that addresses each proposed cost element (i.e.. personnel, materials, equipment, indirect rates, etc.)

## **REQUIRED FORMS:**

### **Mandatory SF-424 Research and Related (R&R) Family Forms**

The mandatory forms are found at <https://www.grants.gov/web/grants/forms.html>

#### **(1) SF-424 (R&R)**

The SF-424 (R&R) form must be used as the cover page for all proposals. Complete all required fields in accordance with the “pop-up” instructions on the form and the following instructions for specific fields. Please complete the SF-424 first, as some fields on the SF-424 are used to auto-populate fields on other forms. Guidance:

<https://www.grants.gov/web/grants/forms/r-r-family.html>

#### **(2) Project/Abstract**

The project summary/abstract must identify the research problem and objectives, technical approaches, anticipated outcome of the research, if successful, and impact on DoD capabilities. Use only characters available on a standard QWERTY keyboard. Spell out all Greek letters, other non-English letters, and symbols. Graphics are not allowed and there is a 4,000-character limit including spaces.

Do not include proprietary or confidential information. The project summary abstract must be marked by the applicant as "Approved for Public Release". Abstracts of all funded research projects will be posted on the public DTIC website:

<https://dodgrantawards.dtic.mil/grants>

There is a separate form for uploading your project abstract.

### **(3) RESEARCH AND RELATED OTHER PROJECT INFORMATION**

- Each proposal must address human subject involvement in the research by completing the R&R Other Project Information form. For proposals containing activities that include or may include "research involving human subjects" as defined in DoDI 3216.02, prior to award, the Applicant must submit the documentation under "Use of Human Subjects in Research".
- Vertebrae Animal Use: Each proposal must address animal use protocols by completing the R&R Other Project Information form. If animals will be utilized in the research effort proposed, the applicant must submit the documents described under "Use of Animals".
- Environmental Compliance: Address these fields and briefly indicate whether the intended research will result in environmental impacts outside the laboratory, and how the applicant will ensure compliance with environmental statutes and regulations.

Federal agencies making grant or cooperative agreement awards and recipients of such awards must comply with all applicable environmental planning and regulatory compliance requirements. The National Environmental Policy Act of 1969 (NEPA), 42 U.S.C. § 4321 *et seq.*, for example, requires that agencies consider the environmental impact of "major Federal actions" prior to any final agency decision. With respect to those awards which constitute "major Federal actions," as defined in 40 CFR 1508.18, federal agencies may be required to comply with NEPA and prepare environmental planning documentation such as an environmental impact statement (EIS), even if the agency does no more than provide grant funds to the recipient. Most field research funded by NPS, however, constitute activities covered by a NEPA categorical exclusion that do not require preparation of further

environmental planning documentation. This is particularly true with regard to basic and applied scientific research conducted entirely within the confines of a laboratory, if the research complies with all other applicable safety, environmental and natural resource conservation laws. Questions regarding NEPA or other environmental planning or regulatory compliance issues should be referred to the technical point of contact.

- **Project Narrative**: Describe clearly the research, including the objective and approach to be performed, keeping in mind the evaluation criteria. Attach the entire proposal narrative to the “attachments” form. To attach a Project Narrative click on “Add Attachment” and attach the technical proposal as a single PDF file.
  
- **Cover Page**: This must include the words “TECHNICAL PROPOSAL” at the top and the following information:
  - FOA number: N00244-26-S-NPS-F001;
  - Title of Proposal;
  - Identity of prime applicant and complete list of sub awards, if applicable;
  - Technical contact (name, title, address, phone/fax, email address);
  - Administrative/business contact (name, address, title, phone/fax, email address);
  - Proposed period of performance (identify both the base period and any options, if included); and
  - Total proposed budget.
  
- **Table of Contents**: An alphabetical/numerical listing of the sections within the proposal, including corresponding page numbers.

**Technical Approach**: Describe the scientific or technical concepts that will be investigated, providing the complete research plan. Describe what is innovative about the proposed approach. Provide the proposed approach compared to alternate approaches other researchers in this field have taken. Given the successful completion, describe the results, new knowledge, or insight.

A research description clearly detailing the scope and objectives of the effort and the technical approach. The proposed technical statement of work (SOW) may be incorporated as an attachment to the resultant award instrument. Thus, full proposals must include a severable, stand-alone work plan without any proprietary restrictions or controlled unclassified information.

A major portion of the proposal should consist of a clear description of the proposed technical approach. This discussion should provide the technical foundation and justification for pursuing this particular approach and why one would expect it to enable the research objectives of the proposal to be met. Within the technical approach, include a detailed list of the research tasks and subtasks organized chronologically.

If the SOW is proposing a conference, symposium, workshop, or strategic dialogue as part of the research methodology, the SOW must describe the need for such a gathering and how the meeting results are expected to support the project objective.

**For Statements of Work proposing conferences, symposia or workshops** as a part of its research methodology, the SOW must include the following information:

*Event Rationale:*

- Stated objective(s) of the event, if distinct from project objectives stated in the opening paragraph of the Technical Proposal
- Statement of the need for such a gathering

*Qualifications to Host Event:*

- Listing of up to three recent meetings on a closely related subject carried out by the Applicant, including dates and locations

*Content of Event:*

- Draft agenda with potential topics and potential list of participants (if known)
- Location and probable date(s) of the meeting
- Reason(s) for event location
- Plan for recruitment of and support for speakers and other attendees, which includes participation of groups underrepresented in security studies (e.g., underrepresented minorities, women, and persons with disabilities)

*Event Management:*

- Statement of how the meeting will be conducted, how the results of the meeting will be disseminated, and how the meeting will contribute to the enhancement and improvement of the scientific and/or educational activities
- Estimated total budget for the event

*Measurable Results Expected:*

- Outputs – Examples include progress reports, steering committee or subcommittee meeting agendas or notes, event programs, participant biographies, final rosters, concept paper, and conference papers

- Outcomes – Expected result, effect, or consequence that is anticipated from the event as related to programmatic goals and objectives.
- **Project Schedule and Milestones:** A table summarizing the schedule of research and reporting activities and milestones. Because the date of award is not known at time of application, we recommend a “month 1,” “month 2,” or “quarter 1,” “quarter 2” format, as opposed to naming specific months and dates.
- **Reports:** The following are required reports that are provided under grant-funded research efforts (do not include software, prototypes, hardware as deliverables). The reports must be prepared and submitted in accordance with the procedures contained in the award document.
  - Technical and financial progress reports, quarterly
  - Presentation materials
  - Technical and financial reports, final
  - Patent report, final
  - Additional reports based upon the research conducted
- **Public Purpose:** For all types of research, include a concise statement of how the proposed research supports or stimulates a public purpose, rather than providing a specific benefit to DoD/DoN. The public benefits statement is an important part of the evaluation and award process.
- **Management Approach:** A discussion of the overall approach to the management of this effort, including brief discussions of required facilities; relationships with any sub awardees and with other organizations; availability of personnel; and planning, scheduling and control procedures.

Describe the facilities available for the accomplishment of the proposed research and related education objectives. Describe any capital equipment planned for acquisition under this program and its application to the proposed research. If possible, budget for capital equipment should be allocated to the first budget period of the grant. Include a description of any government furnished equipment/hardware/software/information that are required for the proposed effort.

Describe in detail proposed sub awards to the other eligible universities or with other eligible institutions. If sub awards to other universities are proposed, make clear the division of research activities, to be supported by detailed budgets for the proposed sub awards.

Briefly describe the research activities of the Principal Investigator (PI) and co-investigators in on-going and pending research projects, the time charged to each of these projects, and their relationship to proposed effort. Detail should be included in the individual CVs. Provide percentage of the PI's time, which will be allotted to this research project by year, and the percentage of his time, which is specifically committed or obligated to other activities (e.g. teaching, other grants, contracts, consultancies).

Describe plans to manage the interactions among members of the proposed research team.

- **Curriculum Vitae (CV):** Include curriculum vitae of the Principal Investigator and key co-investigators. Please utilize the Senior/Key persons (Expanded) form to complete this.
- **Applicant Qualifications:** A discussion of previous accomplishments and research by the Applicant's institution in this or closely related areas; and a discussion of the qualifications of the proposed Principal Investigator and other key personnel. Brief curricular vitae are to be attached separately in Grants.gov.
- **Statement of Research Status:** Concise statement that identifies whether the proposed research is a follow-on effort from a prior NPS award, and if so, describes how the proposed project extends or enhances the prior effort. Identify whether applicants have received prior awards through the Naval Postgraduate School, and if so, give the status of all deliverables for those awards.
- **Current and Pending Project and Proposal Submissions:** Principal Investigators and Key Personnel are required to provide information on all current and pending support for ongoing projects and proposals, including subsequent funding in the case of continuing contracts, grants, and other assistance agreements.

Applicants must provide the following information of any related proposal submissions from whatever sources (e.g., NPS, Federal, state, local or foreign government agencies; public or private foundations; and industrial or other commercial organizations). The following information must be provided for proposals already submitted or submitted concurrently to other possible sponsors, including NPS. Concurrent submission of a proposal to other organizations will not prejudice its review by NPS.

Include the following for any funded research projects that take or will take the Principal Investigator's *time* or that of any other Key Personnel, even if they receive no salary support from the project(s).

1. Title of proposal and summary

2. Source and amount of funding (annual direct costs; provide contract and/or grant numbers for current contracts/grants);
3. Percentage effort devoted to each project;
4. Identify of prime applicant and complete list of sub awards, if applicable;
5. Technical contact (name, address, phone/fax, electronic mail address);
6. Administrative/business contact (name, address, phone/fax, electronic mail address);
7. Period of performance (differentiate basic effort from any proposed optional efforts);
8. The proposed project and all other projects or activities requiring a portion of time of the Principal Investigator and senior personnel must be included, even if they receive no salary support from the project(s);
9. Total award amount for the entire period covered (including indirect costs) must be shown as well as the number of person-months or labor hours per year to be devoted to the project, regardless of source of support; and
10. State how the project(s) is/are related to the proposed effort and indicate degree of overlap.

**Responsibility** - Applicants must provide the following information to NPS in order to assist in NPS's evaluation of applicant's responsibility:

1. Describe how you have adequate resources or the ability to obtain such capability as required to complete the activities proposed.
2. Describe how you have the ability to comply with the grant conditions, taking into account all existing and currently prospective commitments of the applicant, nongovernmental and governmental.
3. Describe your performance history; specifically, your record in managing Federal awards and the extent to which any previously awarded amounts will be expended prior to future awards.
4. Describe your record of integrity and business ethics;
5. Describe qualifications and eligibility to receive an award under applicable laws and regulations.
6. Describe your organization, experience, accounting, and operational controls and technical skills, or the ability to obtain them (including as appropriate such elements as property control systems, quality assurance measures, and safety programs applicable to the services

to be performed).

- **Facilities & Equipment** – Describe facilities available for performing the proposed effort and any additional facilities or equipment the organization proposes to acquire at its own expense. Indicate government-owned facilities or equipment item. (Additional facilities and equipment will not be provided unless the proposed effort cannot be completed by any other practical means.)

#### (4) RESEARCH AND RELATED BUDGET

The applicant must use the Grants.gov forms (including the Standard Form (SF) Research and Related (R&R) Budget Form) from the application package template associated with the FOA on the Grants.gov web site located at <https://www.grants.gov/>. If options are proposed, the cost proposal must provide the pricing information for the option periods; failure to include the proposed costs for the option periods will result in the options not being included in the award.

In addition to a narrative, applicants shall include as part of their cost proposal a spreadsheet showing calculations, unit price, and number of units in more detail than is possible in the required Standard Form (SF) Research and Related (R&R) Budget Form. However, inclusion of a more detailed spreadsheet is not a substitute for a detailed narrative that explains calculations, justifies inclusion of budget items, and states the basis for the amounts listed. Nor it is a substitute for the required Standard Form Research & Related Budget Form found at Grants.gov.

**Notional Schedule.** The following provides notational schedule to determine proposed period of performance and associated budget for Grant submissions.

Once a White Paper has been reviewed, and the Grantee has submitted a package on Grants.gov, NPS will notify NAVSUP FLC San Diego when funding will be available for the application/research project. Funding should arrive at NAVSUP FLC San Diego 120 days BEFORE Period of Performance start date.

Example: The desired period of performance start date is Jan 01 on a given year. Applications should be prepared and submitted by the Grantee on Grants.gov NLT August 01 the year prior, and funding should be received at NAVSUP FLC San Diego NLT 01 Oct the year prior.

This allows for an administrative lead time of 120 days for evaluation and award of proposal for a grant or cooperative agreement."

A separate Adobe .pdf document should be included in the application that provides appropriate justification and/or supporting documentation for each element of cost proposed. This document shall be attached and labeled "**Budget Justification**" of the Research and Related Budget form. Click "Add Attachment" to attach.

The Budget Justification, which is a narrative explaining and justifying the budget figures in detail, must include all figures, calculations, and supporting documentation for

determining cost allowability, allocability, and reasonableness. Justifications for costs must be explicitly stated.

Costs proposed must conform to the following principles and procedures:

- Educational Institutions: 2 CFR 200 - Uniform Guidance, Subpart E
- Non-Profit Organizations: 2 CFR 200 – Uniform Guidance, Subpart E\*

\*For those Non-Profit Organizations specifically exempt from the provisions of Uniform Guidance, 2 CFR 200 Subpart E, these entities must operate under Federal Cost principles applicable to for-profit entities located at 48 CFR 31.2.

The budget cost proposal narrative must provide appropriate justification and supporting documentation for each element of cost proposed as described below:

- **Direct Labor**: Individual labor categories or persons, with associated percent of annual effort and unburdened direct labor rates by annual salary (alternatively, number of total hours and hourly rate may be provided). If proposal period crosses fiscal years, then provide escalation rates for each fiscal year period. Clearly state any escalation rates used in calculations.

Provide supporting documentation verifying individual labor rates for each known individual; this may include a recent payroll receipt for individuals or a signed statement of salary rate or hourly rate and level of appointment from the Applicant's Sponsored Programs Office or Human Resources Office. For persons yet to be identified, provide general tables or schedules by labor category, which labor category will be used, and why that labor category is appropriate.

- **Administrative and Clerical Labor**: Salaries of administrative and clerical staff are normally indirect costs (and included in an indirect cost rate). Direct charging of these costs may be appropriate when a major project requires an extensive amount of administrative or clerical support significantly greater than normal and routine levels of support. Budgets proposing direct charging of administrative or clerical salaries must be supported with a budget justification, which adequately describes the major project and the administrative and/or clerical work to be performed.
- **Fringe Benefits**: The Cost Proposal narrative must include the rates and calculations of the costs for each labor category/person, the salary amounts to which they are applied, and the sum total for each labor category/person.

If the rates have been approved/negotiated by a Government agency, **provide a copy of the memorandum/agreement**. This is usually referred to as a NICRA (Negotiated Indirect Cost Rate Agreement) letter. If the rates applied are composition rates, or the rates have not been approved/negotiated, provide sufficient detail to enable a determination of allowability, allocability, and reasonableness of the allocation bases, and how the rates are calculated according to applicable 2 CFR 200 - Uniform Guidance. Applicable rates must be broken out by each budget year and clearly identify bases used.

- **Travel**: The proposed travel cost must include the following for *each trip*:

- The purpose of the trip/how it supports the research objectives
- Origin and destination, if known (origin is typically known; if destination is unknown, state basis for estimating travel costs)
- Estimated duration
- Number of travelers
- Estimated cost per trip

The costs must be justified based on the organization's historical average cost per trip or other reasonable basis for estimation. Such estimates and the resultant costs claimed must conform to the applicable Federal cost principles.

Explain why travel is a necessary and/or cost-effective component of the technical approach/methodology, as well as why the travel destination was chosen, if known. Provide a copy of applicant institution's travel policy. Provide documentation for proposed airfare costs (such as internet quotes from a travel website).

If hosting a workshop or other type of meeting for which participant travel costs are requested in the budget, outline those costs here, including best estimates for origin and destination, approximate duration, number of travelers, and estimated cost per trip. If available, include a tentative agenda and roster of participants by organizational affiliation. If not available, state how many participants are anticipated from the U.S. Government and how many from outside the U.S. Government.

**Funds provided cannot be used for payment to any Federal Government employee for support, subsistence, or services in connection with participation at a meeting sponsored through this award.**

- **Sub awards/Subcontracts:** Sub awards (typically a grant or cooperative agreement from the prime Applicant to another institution but may include a subcontract) should be utilized only when the Applicant deems them necessary for achieving the project objectives. Provide a description of the work to be performed by the sub recipient/subcontractor. For each sub award, a detailed cost proposal is required by the sub recipient and must be included in the proposal by the prime Applicant.

Alternatively, the proposed subawardee's or subrecipient's cost proposal can be provided via email directly to the NPS General POC at [grants@nps.edu](mailto:grants@nps.edu) at the same time the prime proposal is submitted. The email must identify the proposal title, the prime Applicant, and that the attached proposal is either a sub-contract or a sub-agreement. This proposal and supporting documentation must be received and reviewed before the Government can complete its cost analysis of the prime Applicant's proposal and enter into negotiations.

Provide specific information as follows:

- Description of the work to be performed

- If known, the identification of the proposed sub-awardee and an explanation of why and how the sub-awardee was selected or will be selected
  - The identification of the type of award to be used (grant, contract, cost reimbursement, fixed price, etc.)
  - Whether or not the award will be competitive and, if noncompetitive, rationale to justify the absence of competition
  - A detailed cost summary
- **Consultants**: Applicants are expected to utilize the services of their own staff to the maximum extent possible in managing and performing the project's effort. If the need for consultant services is anticipated, the nature of the proposed consultant services must be justified and included in the Technical Proposal.

The Cost Proposal must include the name of the consultant(s), primary organizational affiliation, each individual's expertise, and a breakdown of the consultant's hours, the hourly rate proposed, and any other proposed consultant costs, such as estimated travel costs and per diem rates. Provide a copy of the signed Consulting Agreement or other documentation supporting the proposed consultant rate/cost, and a copy of the consultant's proposed statement of work if not already separately identified in the prime contractor's proposal.

- **Materials & Supplies**: Provide an itemized list of proposed materials and supplies including quantities, unit prices, proposed vendors (if known), and the basis for the estimate (e.g., quotes, prior purchases, catalog price lists). Include supporting documentation for the estimates. Provide a copy of your organization's purchasing policy/processes.
- **Recipient-Acquired Equipment or Facilities**: Equipment and/or facilities are normally furnished by the Recipient. If acquisition of equipment and/or facilities is proposed, a justification for the purchase of the items must be provided. Provide an itemized list of all equipment and/or facilities costs as well as the basis for them and supporting documentation for the estimate (e.g., quotes, prior purchases, catalog price lists).

Allowable items normally would be limited to research equipment not already available for the project. General-purpose equipment (i.e., equipment not used exclusively for research, scientific or other technical activities, such as personal computers, office equipment and furnishings, etc.) should not be requested unless they will be used primarily or exclusively for the project. For computer/laptop purchases and other general-purpose equipment, if proposed, include a statement indicating how each item of equipment will be integrated into the program or used as an integral part of the research effort.

- **Other Direct Costs:** Provide an itemized list of all other proposed direct costs such as graduate assistant tuition, laboratory fees, report and publication costs, and the basis for the estimate (e.g., tuition schedules, quotes, prior purchases, catalog price lists). In addition to stating the basis for the cost estimates, include supporting documentation where possible.

If the technical approach includes a hosted conference, workshop, dialogue, or other type of meeting, include the estimated costs of the meeting venue. Describe how the venue will be selected, by what criteria, and what will be requested in the conference package. To support cost estimates, include past venue invoices or initial quotes from likely venues. In rare instances, meals may be provided to participants and funded with grant funds if they are essential to the workshop goals and objectives; however, and to repeat, the payment of meals as part of a workshop should be the exception, not the rule. To use federal grant money, the applicant must justify the expenditure as a research necessity and the meals or refreshments must be part of a working session.

If honoraria will be offered to workshop participants, provide the unit cost and expected number of honoraria. State the basis for the cost estimate, such as experience hosting similar events with similar caliber of presenters in the past, or honoraria received by the Principal Investigator for a similar research presentation. **Government participants may not receive honoraria.**

- **Indirect Costs (i.e., F&A, Overhead, G&A, etc.):** Describe the rates and calculation of the costs for each rate category, listing the base on which the rate is applied. If the rates have been approved/negotiated by a Government agency, provide a copy of the memorandum/ agreement.

IAW 2 CFR 200.414(f), any non-Federal entity that has never received a negotiated indirect cost rate, except for those non-Federal entities described in Appendix VII to 2 CFR 200, may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC) which may be used indefinitely.

If the rates have not been approved/negotiated, provide sufficient detail to enable a determination of allowability, allocability and reasonableness of the allocation bases, and how the rates are calculated according to applicable OMB Circulars or 2 CFR 200, Uniform Guidance, Subpart E

Applicant's disclosure should be sufficient to permit a full understanding of the rate content and how it was established. At a minimum, the submission should identify:

- All individual cost elements included in the forecast rate(s)
- Bases used to prorate indirect expenses to cost pools, if any
- How the rate(s) was calculated
- Distribution basis of the developed rate(s)

- Bases on which the overhead rate is calculated, such as “salaries and wages” or “total costs”
- The period of the Applicant's fiscal year.

Additional information may be requested, if needed. If composite rates are used, provide the calculations used in deriving the composite rates.

- **Fee/Profit:** Fee/profit is **unallowable** under grants or cooperative agreements at either the prime or sub award level but may be permitted on any subcontracts issued by the prime awardee.

**NOTE:** Failure to adequately provide detailed cost data may result in your application subsequently being rejected. All Applicants are required to submit a thoroughly detailed cost breakdown. The FLC San Diego Grant Officer must be able to determine that all proposed costs are allocable, allowable and reasonable. A detailed budget and budget narrative will facilitate this cost analysis.

## **(5) RESEARCH AND RELATED SENIOR/KEY PERSON PROFILE (EXPANDED)**

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. In addition, the National Defense Authorization Act (NDAA) for FY 2019, Section 1286, directs the Secretary of Defense to protect intellectual property, controlled information, key personnel, and information about critical technologies relevant to national security and limit undue influence, including foreign talent programs by countries that desire to exploit United States’ technology within the DoD research, science and technology, and innovation enterprise.

The R&R Senior/Key Person Profile (Expanded) form will be used to collect the following information for all senior/key personnel, including Project Director/Principal Investigator and Co-Project Director/Co-Principal Investigator, whether or not the individuals' efforts under the project are to be funded by the DoD:

- Degree Type and Degree Year fields as the source for career information.
- A list of all current projects the individual is working on, in addition to any future support the individual has applied to receive, regardless of the source.
- Title and objectives of the other research projects.
- The percentage per year to be devoted to the other projects.
- The total amount of support the individual is receiving in connection to each of the other research projects or will receive if other proposals are awarded.
- Name and address of the agencies and/or other parties supporting the other research projects.

- Period of performance for the other research projects.

Additional senior/key persons can be added by selecting the “Next Person” button. Note that, although applications without these fields completed may pass Grants.gov edit checks, if NPS receives an application without the required information, NPS may determine that the application is incomplete and may cause it to be returned without further review. DoD reserves the right to request further details from the applicant before making a final determination on funding the effort. If the bio-sketch field requires an attachment, upload the resumes.

## **(6) RESEARCH AND RELATED PERSONAL DATA**

This form will be used by NPS 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-Director/Co-Principal Investigator can be added by selecting the “Next Person” button. The demographic information may be accessible to the reviewer, but will not be considered in the evaluation. Applicants who do not wish to provide some or all of the information should check or select the “Do not wish to provide” option.

SF-LLL Form. In the optional section of the application template, please complete this form if you have reportable lobbying activities. If there is nothing to report, there is no need to complete the form.

### **3. Unique Entity Identifier and System for Award Management (SAM) - All applicants submitting proposals or applications must:**

- a. Be registered in SAM prior to submission **(SEE ATTACHMENT A)**
- b. Maintain an active SAM registration with current information at all times during which it has an active Federal award or an application under consideration by any agency; and
- c. Provide its UEI number in each application or proposal it submits to the agency. **(SEE ATTACHMENT A)**

SAM may be accessed at <https://www.sam.gov/SAM>

- 4. Submission Dates and Times** – See Section above, “Key Dates” for information.
- 5. Intergovernmental Review** - Not Applicable
- 6. Funding Restrictions** -

a. Award selection notification from NPS shall not be regarded as an authorization to begin performance or commit/expend funds. The Government is not obligated to provide any funding until a Government Grant Officer from NAVSUP FLC San Diego signs the respective award document. Costs incurred in advance of awarded grants and cooperative agreements are solely the responsibility of the prospective grantee.

b. Pre-Award Costs

(1) Grants include up to ninety (90) calendar days pre-award costs in accordance with 2 CFR 200.308(d)(4) and/or the DoD Research and Development General Terms and Conditions, (DoD Ts&Cs).

(2) The date pre-award costs become allowable is determined by subtracting ninety (90) days from the beginning of the period of performance listed on the awarded grant unless your grant specifies otherwise.

(3) All costs incurred before grant award are at the recipient risk as described in 2 CFR 200.308(d)(2). We are under no obligation to reimburse your costs if for any reason you do not receive an award, or if your award is less than anticipated and inadequate to reimburse your pre-award costs.

(4) Our prior written approval is required by 2 CFR 200.308(d)(2) for more than ninety (90) days pre-award costs. Approval of more than ninety (90) days pre-award costs will only be considered before an award is made. Requests for more than one hundred-eighty (180) days pre-award costs will not be considered.

Your business office must request prior approval of more than ninety (90) days pre-award costs during negotiations. This request must be in writing and include a specific date you want us to consider.

You are responsible for documenting why pre-award costs are necessary and essential to the effort.

If we approve your request, the date pre-award costs become allowable will be the specific date specified in the grant document.

## **7. Other Submission Requirements**

### **Grants.gov Application Submission and Receipt Procedures**

NOTE: White Papers must **not** be submitted through the Grants.gov application process.

#### **1. Electronic Delivery**

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

## 2. How to Register to Apply through Grants.gov

See **ATTACHMENT A**

## 3. How to submit an Application to the NPS via Grants.gov

White Papers must **NOT** be submitted through the Grants.gov application process. White Papers should be submitted through [Grants@nps.edu](mailto:Grants@nps.edu)

All other attachments to grant applications submitted through Grants.Gov must be in Adobe Portable Document Format. Proposals with attachments submitted in word processing, spreadsheet, or any format other than Adobe Portable Document Format will not be considered for award.

Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different web forms within an application. For each funding 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/apply-for-grants.html>

- 1) *Create a Workspace*: Creating a workspace allows you to complete it online and route it through your organization for review before submitting.
- 2) *Complete a Workspace*: Add participants to the workspace, complete all the required forms, and check for errors before submission.

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

NOTE: Visit the Adobe Software Compatibility page on Grants.gov to download the appropriate version of the software at:

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

b. *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.

c. *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. To trigger this feature, an applicant must complete the SF-424 information first. Once it is completed, the information will transfer to the other forms.

3) *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.

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

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

<https://www.grants.gov/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](mailto:support@grants.gov). (Foreign applicants should contact 1-606-545-5035.) For questions related to the specific grant opportunity, contact the number listed in the application package of the grant you are applying for.

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

#### **4. Timely Receipt Requirements and Proof of Timely Submission**

a. *Online Submission*. The applicant AOR will receive an acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov with the successful transmission of their application. Applicant AORs will also receive the official date/time stamp and Grants.gov Tracking number in an email serving as proof of their timely submission.

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

Applicants using slow internet connections should be aware that transmission could take some time before Grants.gov receives your application. Again, Grants.gov will provide either an error or a successfully received transmission in the form of an email sent to the applicant with the AOR role. The Grants.gov Support Center reports that some applicants end the transmission because they think that nothing is occurring

during the transmission process. Please be patient and give the system time to process the application.

## **E. APPLICATION REVIEW INFORMATION**

### **1. Evaluation Criteria.**

Award decisions will be based on a competitive selection of proposals resulting from a scientific (technical) and cost review. Evaluations will be conducted using the following evaluation criteria:

- a. Overall scientific and technical merits of the proposal, including:
  - i. Innovation and creativity
  - ii. Feasibility and appropriateness of research design and methodology
  - iii. Potential impact of research results
  - iv. Academic publication potential of research results
- b. Potential expansion of knowledge about issues, technologies, and phenomena related to national security
- c. Anticipated benefits of new knowledge to the general public
- d. Potential relevance to U.S. national security, the U.S. Navy, and NPS research mission
- e. The applicant's institution's capabilities, related experience, facilities, techniques or unique combinations of these, which are integral factors for achieving the proposed objectives
- f. The qualifications, capabilities and experience of the proposed principal investigator, team leader, and/or other key personnel who are critical to achievement of the proposed objectives and must commit time and attention to ensure success of the project.
- g. Accuracy, allowability, allocability and reasonableness of the cost proposal.
- h. Availability of funds.

Awards under this FOA will be made in accordance with 2 CFR 200 and DoDGARS (DOD Grant and Agreement Regulations, Title 32/Subtitle A/Chapter I/Subchapter C/Part 21/ Subpart C The primary basis for selecting proposals for acceptance will be technical merit, importance to agency programs, past performance, and fund availability. To the extent appropriate, cost realism and reasonableness will also be considered when selecting proposals. NPS and NAVSUP FLC SD reserves the right to request and require any additional information and documentation after it makes the type of award instrument determination. NPS and NAVSUP FLC SD reserves the right

to remove Applicants from award consideration when the parties fail to reach agreement on award terms, conditions, and cost/price within a reasonable time, or when the Applicant fails to timely provide requested or required additional information.

## **2. Review and Selection Process**

### **a. Evaluation**

Proposals will not be evaluated against each other since they are not submitted in accordance with a common work statement. NPS's intent is to review proposals as soon as possible after they arrive; however, proposals may be reviewed periodically for administrative reasons.

NPS's scientific/technical community makes the ultimate recommendation for award of proposals. Recommended proposals will then be forwarded to the NAVSUP FLC San Diego Contract and Grant Awards office. Any notification received from NPS that indicates that the Applicant's full proposal has been recommended does not ultimately guarantee an award will be made. This notice indicates that the proposal has been selected in accordance with the evaluation criteria stated above and has been sent to the Contracting Department to conduct cost analysis, determine the Applicant's responsibility, to confirm whether funds are available, and to take other relevant steps necessary prior to commencing negotiations with the applicant.

### **b. Options**

The Government will evaluate options (i.e., any proposed optional research efforts under the same grant proposal) for award purposes by adding the total cost for all options to the total cost for the basic requirement. Evaluation of options will not obligate the Government to exercise the options during grant performance. The Government reserves the right to fund any options at time of award.

### **c. Evaluation Panel**

Technical and cost proposals submitted under this FOA will be protected from unauthorized disclosure in accordance with 2 CFR 200. The cognizant Program Officer and/or other Government scientific experts will perform the evaluation of technical proposals. Restrictive notices notwithstanding, one or more support contractors may be utilized as subject-matter-expert technical consultants. However, proposal selection and award decisions are solely the responsibility of Government personnel. Each support contractor's employee having access to technical and cost proposals submitted in response to this FOA will be required to sign a non-disclosure agreement (NDA) for Contractor Support prior to receipt of any proposal submissions. This NDA includes third-party beneficiary language giving the submitter of proprietary information a right of direct action against the contractor employee and/or his/her employer in the event that the NDA is violated.

### 3. Recipient Qualifications

#### a. **Recipient Qualifications:**

The Grants Officer is responsible for determining a recipient's qualification prior to award. In general, a 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:

- (1) 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;
- (2) Have a satisfactory record of executing such programs or activities (if a prior recipient of an award);
- (3) Have a satisfactory record of integrity and business ethics; and
- (4) Be otherwise qualified and eligible to receive a grant or cooperative agreement under applicable laws and regulations.

Applicants are requested to provide information with proposal submissions to assist the Grants Officer's evaluation of recipient qualification.

- b. **SAM:** In accordance with Office of Management and Budget (OMB) guidance in parts 180 and 200 of Title 2, CFR, in its DoD policy that DoD Components must report and use integrity and performance information in the System for Award Management (SAM.gov), or any successor system designated by OMB, concerning grants and cooperative agreements as described below.

If the total Federal share will be greater than the simplified acquisition threshold on and Federal award under a notice of funding opportunity, (see 2 CFR 200.320 Simplified Acquisition Threshold):

- i. The Federal awarding agency, prior to making a Federal award with a total amount of Federal share greater than the simplified acquisition threshold, will review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM.gov (see 41 U.S.C. 2313);
- ii. An applicant 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; and
- iii. The Federal awarding agency 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.

## **F. FEDERAL AWARD ADMINISTRATION INFORMATION**

### **1. Federal Award Notices**

Applicants whose proposals are recommended for award may be contacted by a Contract or Grant Specialist to discuss additional information required for award processing. This may include representations and certifications, revised budgets or budget explanations, certificate of current cost or pricing data, and/or other information as applicable to the proposed award.

The notification e-mail must not be regarded as an authorization to commit or expend funds. The Government is not obligated to provide any funding until a Government Contracting Officer or Grants Officer, as applicable, signs the award document.

The award document signed by the Grants Officer is the official and authorizing award instrument.

Costs incurred in advance of the awarded grants and cooperative agreements are solely the responsibility of the prospective award recipient.

Unsuccessful applicants will be notified upon review of their proposal via an e-mail from [Grants@nps.edu](mailto:Grants@nps.edu) to the email address they provided to inform them that NPS is unable to support the request.

### **2. Post-Award Requirements**

Any assistance instrument awarded under this announcement will be governed by the award terms and conditions that conform to DoD's implementation of OMB circulars applicable to financial assistance. The DoD Research and Development (R&D) General Terms and Conditions are located at <https://www.onr.navy.mil/work-with-us/manage-your-award/manage-grant-award/grants-terms-conditions>

Interim Reports: Interim performance and financial reports must be submitted at the end of each quarter unless otherwise specified in grant award-specific terms and conditions found in the "Special Requirements" of the grant award. Quarters are defined as 30 March, 30 June, 30 September, and 31 December. The due date for each interim report is 30 calendar days after the close of each quarter

Interim performance reports must cover the research progress for the current reporting period, which is defined as the first day following the end of the previous quarter until the last day of the current quarter period. Interim financial reports must be submitted on

the Standard Form 425 (SF 425), “Federal Financial Report,” including block 11 “Indirect Expense”.

### **3. Administrative and National Policy Requirements**

#### **a. Export Control:**

Applicants should be aware of recent changes in export control laws. Applicants are responsible for ensuring compliance with all U.S. export control laws and regulations, including the International Traffic in Arms Regulation (ITAR)(22 CFR Parts 120 - 130) and Export Administration Regulation (EAR) (15 CFR Parts 730 – 774), as applicable. In some cases, developmental items funded by the Department of Defense are now included on the United States Munition List (USML) (22 CFR Part 121) and are therefore subject to ITAR jurisdiction. In other cases, items that were previously included on the USML have been moved to the EAR Commerce Control List (CCL). Applicants should address in their proposals whether ITAR or EAR restrictions apply to the work they are proposing to perform for NPS. The ITAR and EAR are available online at <https://www.ecfr.gov/>. Additional information regarding the President's Export Control Reform Initiative can be found at <https://export.gov/ecr/index.asp>.

Applicants must comply with all U.S. export control laws and regulations, including the ITAR and EAR, in the performance of any award or agreement resulting from this FOA. Applicants shall be responsible for obtaining any required licenses or other approvals, or license exemptions or exceptions if applicable, for exports of hardware, technical data, and software (including deemed exports), or for the provision of technical assistance.

#### **b. Requirements Concerning Live Organisms:**

##### **i. Use of Animals:**

The DoD policies and requirements for the use of animals in DoD-supported research are described in the current version of DoD Instruction 3216.01, Use of Animals in DoD Conducted and Supported Research and Training and its implementing instruction, DHA-MSR 6025.02, “The Care And Use Of Animals In DoD Research, Development, Test, And Evaluation (RDT&E) Or Training Programs,” the version of which is current at the time of award. If animals are to be utilized in the research effort proposed, the Applicant must submit a Full Appendix or Abbreviated Appendix (see Guidance link below) with supporting documentation (such as copies of Institutional Animal Care and Use Committee (IACUC) Approval, IACUC Approved Protocol, and most recent United States Department of Agriculture (USDA) Inspection Report) prior to award. For assistance with submission of animal research related documentation, contact NPS Grant Management Specialist at [grants@nps.edu](mailto:grants@nps.edu).

##### **ii. Use of Human Subjects in Research:**

1. Applicants must protect the rights and welfare of individuals who participate as human subjects in research awarded pursuant to this FOA and must comply with the requirements of the Common Rule at 32 CFR part 219 (the DOD implementation of 45 CFR part 46) and applicable provisions of DoD Instruction 3216.02, Protection of Human Subjects and Adherence to Ethical Standards in DoD-Conducted and -Supported Research (April 15, 2020, the DON implementation of the human research protection program contained in SECNAVINST 3900.39E Change 1, (or its replacement), 10 USC 980 “Limitation on Use of Humans as Experimental Subjects,” and when applicable, Food and Drug Administration (FDA) and other federal and state law and regulations.

2. For proposals containing activities that include or may include “research involving human subjects” as defined in DoDI 3216.02, prior to award, the Applicant must submit documentation of:

i. Approval from an Institutional Review Board (IRB) (IRB-approved research protocol, IRB- approved informed consent document, documentation showing the IRB considered the scientific merit of the research and other material considered by the IRB); proof of completed human research training (e.g., training certificate for the principal investigator, and institutional verification that the principal investigator, co-investigators and research support personnel have received appropriate training to be considered qualified to execute the research); and the Applicant’s Department of Health and Human Services (DHHS)-issued Federal Wide Assurance (FWA#), including notifications of any FWA suspensions or terminations.

ii. Any claimed exemption under 32 CFR 219.104), including the category of exemption, supporting documentation considered by the Applicant’s institution in making the determination (e.g., protocol, data collection tools, advertisements, etc.). The documentation shall include a short rationale supporting the exemption determination. The IRB Chair or IRB vice Chair, designated IRB administrator or official of the Applicant’s human research protection program, should sign this documentation.

iii. Any determinations that the proposal does not contain activities that constitute research involving human subjects or contains only activities that are deemed not to be research under 32 CFR 219.102(1), including supporting documentation considered by the Applicant’s institution in making the determination. This documentation should be issued by the IRB Chair or IRB vice Chair, designated IRB administrator or official of the Applicant’s human research protection program.

iv. Documentation must be submitted to the NPS Human Research Protection Official (HRPO), by way of the NPS Grants Management Specialist at [grants@nps.edu](mailto:grants@nps.edu). The HRPO retains final judgment on whether the documentation satisfies the use of human subjects in research requirements. For assistance with submission of human subject research related documentation, contact the NPS Human Research Protection Official (HRPO) at [IRB@nps.edu](mailto:IRB@nps.edu).

v. Grant awards and any sub awards or modifications will include a statement indicating successful completion of the HRPO review. Research involving human subjects must not be commenced under any contract award or modification or any subcontract or grant sub award or modification until awardee receives notification from the Contracting or Grants Officer that the HRPO has approved the assurance as appropriate for the research under the award or modification and that the HRPO has reviewed the protocol and accepted the IRB approval or determination for compliance with Federal, DoD and DON research protection requirements. The Government will not reimburse or otherwise pay for work performed in violation of this requirement. See 32 CFR 219.

**c. Biosafety and Biosecurity Requirements:** Applicants must comply with applicable provisions of the current version of DODM 6055.18, Safety Standards for Microbiological and Biomedical Laboratories, including ensuring compliance with standards meeting at least the minimum applicable requirements of the current edition of Centers for Disease Control and Prevention, “Biosafety in Microbiological and Biomedical Laboratories (BMBL),” and National Institutes of Health, “The NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules (NIH Guidelines).”

**d. Research Involving Recombinant (rDNA) or Synthetic Nucleic Acid**

**Molecules:** Applicants must not begin performance of research within the scope of “The NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules (NIH Guidelines)” until receiving notice from the Contracting or Grants Officer that NPS has reviewed and accepted the Applicant’s documentation. In order for NPS to accomplish that review, an applicant must provide the Contracting or Grants Officer, generally as part of an original proposal prior to award, sufficient documentation to enable the review, including:

(1) A written statement that the Applicant complies with NIH Guidelines. This statement should be made by an official of the institution other than the Principal Investigator and should be on university or company letterhead.

(2) Evidence demonstrating that the proposed research protocol has been approved (or determined exempt from the NIH Guidelines) by an Institutional Biosafety Committee (IBC); and a copy of the Department of Health and Human Services (DHHS) Letter of Approval of the IBC, or the most recent letter from DHHS stating the IBC is in compliance with the NIH Guidelines. For assistance with requirements involving countries outside the United States, please contact the NPS HRPO at (831) 656-2998.

**e. Institutional Dual Use Research of Concern:** As of September 24, 2015, all institutions and United States Government (USG) funding agencies subject to the United States Government Policy for Institutional Oversight of Life Sciences Dual Use Research of Concern must comply with all the requirements listed therein. If your research proposal directly involves certain biological agents or toxins, contact the

cognizant Technical Point of Contact. U.S. Government Science, Safety, Security (S3) guidance may be found at <https://www.phe.gov/s3/dualuse/Documents/durc-policy.pdf>

**f. Department of Defense High Performance Computing Program:** The DoD High Performance Computing Program (HPCMP) furnishes the DoD S&T and RDT&E communities with use-access to very powerful high performance computing systems. Awardees of NPS grants and other assistance instruments may be eligible to use HPCMP assets in support of their funded activities if NPS Program Officer approval is obtained and if security/screening requirements are favorably completed. Additional information and an application may be found at <https://www.hpc.mil/>

**g. Federal Funding Accountability and Transparency Act of 2006:**

The Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282), as amended by Section 6202 of Public Law 110-252 and expanded by the Digital Accountability and Transparency Act of 2014 (Public Law 113-101), requires that all agencies establish requirements for recipients reporting information on sub awards and executive total compensation as codified in 2 CFR Part 170. Any company, non-profit agency or university that applies for financial assistance (either grants, cooperative agreements or TIAs) as either a prime or sub-recipient under this FOA must provide information in its proposal that describes the necessary processes and systems in place to comply with the reporting requirements identified in 2 CFR Part 170 Appendix A. Entities are required to meet reporting requirements unless an exception or exemption applies. Please refer to 2 CFR Part 170, including Appendix A, for a detailed explanation of the requirements, exceptions, and exemptions.

**h. Certification regarding Restrictions on Lobbying:**

Grant awards greater than \$100,000 require a certification of compliance with a national policy mandate concerning lobbying. Grant applicants shall provide this certification by electronic submission of SF424 (R&R) as a part of the electronic proposal submitted via <https://www.grants.gov> . The following certification applies likewise to each grant seeking federal assistance funds exceeding \$100,000:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the applicant, 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.

(2) 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 Federal contract, grant, loan, or cooperative agreement, the applicant shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The applicant shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

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 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

By checking "I Agree" on the SF 424 (R&R), you agree to abide by the following statement: "By signing this application, I certify (1) to the statements contained in the list certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. code, Title 218, Section 1001).

The certification reads as follows:

By submission of its proposal or application, the applicant represents that it does not require any of its employees, contractors, or sub recipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting those employees, contractors, sub recipients 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.

**i. Code of Conduct:**

Applicants for assistance are required to comply with 2 CFR 200.318(c), Codes of Conduct, to prevent real or apparent conflicts of interest in the award and administration of any contracts supported by federal funds. This provision will be incorporated into all assistance instruments awarded under this FOA.

**j. Peer Review**

In the case of proposals funded as basic research, NPS may utilize peer reviewers from academia, industry, and Government agencies to assist in the periodic appraisal of performance under the awards. Such periodic peer reviews monitor the quality of funded basic research efforts. The reviews are used in part to determine which basic

research projects will receive continued NPS funding. Peer reviewers who are not U.S. Government employees must sign nondisclosure agreements before receiving full or partial copies of proposals and reports submitted by the basic research performers. Applicants may include travel costs for the Principal Investigator to attend the peer review. Peer reviews may consider information derived from individual project or program review meetings (see FOA Section F.2.a.viii for further guidance).

**I. Section 889 of the National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2019 (Public Law 115-232)** prohibits the head of an executive agency from obligating or expending loan or grant funds to procure or obtain, extend or renew an award to procure or obtain, or enter into a Grant or Cooperative Agreement (or extend or renew a Grant or Cooperative Agreement) to procure or obtain the equipment, services, or prohibited systems as identified in section 889 of the NDAA for FY 2019.

(a) In accordance with 2 CFR 200.216 and 200.471, all awards that are issued on or after August 13, 2020, recipients and sub recipients are prohibited from obligating or expending loan or grant funds to:

- (1) Procure or obtain
- (2) Extend or renew a contract to procure or obtain; or
- (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
  - (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
  - (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
  - (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

(b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure

replacement equipment and services, and to ensure that communications service to users and customers is sustained.

(c) See Public Law 115-232, section 889 for additional information.

COVERED FOREIGN COUNTRY means the People's Republic of China.

### **3. Reporting**

a. Reporting of Matters Related to Recipient Integrity and Performance.

If the Federal share of any Federal award may include more than \$500,000 over the period of performance, the post award reporting requirements, Award Term and Condition for Recipient Integrity and Performance Matters (2 CFR Part 200 Appendix XII), are applicable as follows:

1. General Reporting Requirement. If the total value of your currently active grants, cooperative agreements, and procurement instruments from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the accuracy of information reported to the System for Award Management (SAM). This information available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this award terms and conditions. This is a statutory requirement under 41 U.S.C. 2313. All information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

2. Proceedings about Which You Must Report. Submit the information required about each proceeding that:

a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;

b. Reached its final disposition during the most recent five-year period; and

c. Is one of the following:

(1) A criminal proceeding that resulted in a conviction, as defined in paragraph 5 of this award term and condition

(2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more

(3) An administrative proceeding, as defined in paragraph 5. of this award term and condition, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or

(4) Any other criminal, civil, or administrative proceeding if:

(i) It could have led to an outcome described in paragraph 2.c. (1), (2), or (3) of this award term and condition;

(ii) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and

(iii) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

3. Reporting Procedures. Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph 2 of this award term and condition. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under Federal procurement contracts that you were awarded.

4. Reporting Frequency. During any period of time when you are subject to the requirement in paragraph 1 of this award term and condition, you must report proceedings information through SAM for the most recent five-year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have Federal contracts, grants, and cooperative agreement awards with a cumulative total value greater than \$10,000,000 must disclose semiannually any information about the criminal, civil, and administrative proceedings.

5. Definitions. For purposes of this award term and condition:

a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.

b. Conviction, for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

c. Total value of currently active grants, cooperative agreements, and procurement contracts includes—

- (i) Only the Federal share of the funding under any Federal award with a recipient cost share or match; and
- (ii) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

#### **4. Conflicts of Interest**

##### **Organizational Conflicts of Interest**

All Applicants, principal investigators, and proposed subcontractors shall affirm whether they are providing scientific, engineering, and technical assistance (SETA) or similar support to any Naval Postgraduate School (NPS) school/office, or to the underlying sponsor of this research through an active contract or subcontract. All affirmations shall state which office(s) the Applicant supports and identify the prime contract numbers. Affirmations shall be furnished at the time of proposal submission. All facts relevant to the existence or potential existence of organizational conflicts of interest shall be disclosed. The disclosure shall include a description of the action the Applicant has taken or proposes to take to avoid, neutralize, or mitigate such conflict. Without prior approval, a contractor cannot simultaneously be a SETA and a research and development performer. Proposals that fail to fully disclose potential conflicts of interests shall be rejected without technical evaluation and withdrawn from further consideration for award.

##### **Post-Employment Conflict of Interest**

There are criminal laws and standards of conduct regulations that may apply to current or former Government employers/military officers who draft or assist in the drafting of grant proposals, or are named as principal investigators/alternates in grant proposals. See 18 United States Code (U.S.C. 203 - 207). These restrictions may apply to reservists on active duty, or to employees who served on a Federal Advisory Board/Council within the last 365 days, i.e. Special Government Employees. Accordingly, Applicants submitting grant proposals are required to identify any potential post-employment or current conflicts of interest to the Grants Officer if a Government employee or former Government employee (broadly defined above to include military members, Special Government employees or reservists) participated in proposal drafting and/or is listed as a principal investigator or alternate principal investigator.

If a prospective Applicant believes a conflict of interest exists or may exist (whether organizational or otherwise) or has questions on what constitutes a conflict of interest, the proposer shall send his/her contact information and summary of the potential conflict(s) to [grants@nps.edu](mailto:grants@nps.edu) **before** time and effort are expended in preparing a proposal and mitigation plan.

Be advised that the Grants Officer reserves the right in his/her discretion to withhold award if he/she determines after consultation with the Applicant and Navy Legal Counsel that there is a conflict of interest or standards-of-conduct violation, whether organizational or otherwise.

## 5. Acknowledgement of Naval Postgraduate School (NPS) Support

NPS's full or partial support shall be acknowledged in journal articles, books, oral and poster presentations, news releases, interviews with reporters and other communications. Any documents developed under an award agreement resulting from this FOA that are intended for distribution to the public or inclusion in a scientific, technical, or other journal shall include the following statement:

This publication was developed under research supported by the Naval Postgraduate School No. *[Insert award number]* awarded by the NAVSUP Fleet Logistics Center San Diego (NAVSUP FLC San Diego). It has not been formally reviewed by NPS. The views and conclusions contained in this document are those of the authors and should not be interpreted as necessarily representing the official policies, either expressed or implied, of NAVSUP FLC San Diego or NPS. NAVSUP FLC San Diego and NPS do not endorse any products or commercial services mentioned in this publication.

## G. FEDERAL AWARDING AGENCY CONTACTS

Any questions regarding this announcement must be provided to the points of contact listed below. All questions must be submitted in writing by email. The specific points of contact for this announcement are listed below:

1. **Questions of a technical nature** should be submitted to:

[Grants@nps.edu](mailto:Grants@nps.edu)

2. **Questions of a business nature** should be submitted to:

Mr. Robbie Johnson  
Contracting Specialist  
Acquisition Support Directorate  
Naval Postgraduate School  
Email: [grants@nps.edu](mailto:grants@nps.edu)

3. **Questions regarding Grants proposal submission** should be submitted to:

Ms. Christine Jordan  
Grants Specialist  
NAVSUP Fleet Logistics Center San Diego  
Email: [christine.jordan@navy.mil](mailto:christine.jordan@navy.mil)  
Phone: 619-556-6121

4. Questions or assistance needed **regarding Grants.gov's registration** process, system requirements, or submittal process should be directed to:

Grants.gov  
Phone: 1-800-518-4726  
Email: [support@grants.gov](mailto:support@grants.gov)

## H. **OTHER INFORMATION**

### **Full Proposal Package:**

*The following documents with attachments comprise a complete Full Proposal package:*

#### Mandatory

SF424 (R & R) [V5.0]

Attachments [V1.2]

Project Abstract [V1.2]

Research & Related Budget [V3.0]

Research and Related Senior/Key Person Profile (Expanded) [V4.0]

Research and Related Personal Data [V1.2]

Budget Excel

#### Optional:

Disclosure of Lobbying Activities (SF-LLL) [V2.0]

R & R Subaward Budget Attachment(s) Form [V3.0]

**NOTE:** Failure to provide any of the above-required documentation can result in rejection of application package without further review.