

Project Title
Project PI and Key Personnel
Personnel Affiliations

Project Abstract (less than 250 words): A brief description of the proposed project. Should be written in clear, concise, layman/newspaper style statements.

Project Description (less than 1000 words): Describe the proposed project in a coherent, fluid and understandable writing style. Tables, images and graphs are allowed, but be careful that they add clarity to the description. Some questions to address in addition to the project description are:

Objective & Payoff: What is the objective of this project? What is the payoff? What current problem does this project address? How will this project solve the above problem?

Contribution to Forensic Science: What is the capability, result, and difference offered by this technology? What is the application of this project? How would it be used and who would it benefit?

Technical Approach: Briefly describe the general technical approach that will be utilized to reach the stated goals of the project.

Metrics/Measures of Success: Discuss what criteria will be established to measure progress against stated goals (e.g., interoperability against an industry standard, opportunity for unit, system, or life cycle savings).

Risk: Anticipated risks and brief risk handling plan.

Potential Transition Plans to Services: How will this program/technology transition to the services?

Funding/Cost:

What is the total cost of the proposed program? If the proposed work can be divided into discrete phases, then the cost of each phase and its measurable deliverable should also be noted.

As a subset of overall funding, indicate amounts leveraged from other programs/projects or Service/Agency investments (*if applicable*)

Include descriptions of any sub-allocation of funds (*e.g., a portion of provided funding sub-allocated to a lab or industry, if applicable*)

Program Plan:

Period of Performance: (*specific dates*)

Schedule: Show major activities/efforts planned for the technology/product development with milestones. When can the first items be delivered and what is the schedule for total

delivery (*if applicable*)? Include a brief “spend plan” broadly defining the anticipated time line for major project expenditures.

Deliverables: What will be delivered over the life of this project? Include hardware and software prototypes. Monthly reports and a final report are required – please include these required deliverables in your program plan.

Technical POC Contact Information: Include name, email, phone number, and complete address of Technical POC.

LIMIT TOTAL INPUT - NOT MORE THAN THREE PAGES