

# **PROGRAM ANNOUNCEMENT**



## **DEPARTMENT OF DEFENSE**

### **Forensic Research and Development Program**

**Fiscal Year 2012**

**Broad Agency Announcement  
W911NF-12-R-0001**



**Issued by the Army Research Office (ARO) on behalf of the  
Assistant Secretary of Defense for Research and Engineering**

**(Defense Biometrics and Forensics Office)**

**Issued: 3 October 2011**

**Proposals Due: 19 December 2011**

## **Acronyms List**

AFARS – Army Federal Acquisition Regulation Supplement  
AOR – Authorized Organization Representative  
BAA – Broad Agency Announcement  
CCR – Central Contractor Registration  
CFDA– Catalogue of Federal Domestic Assistance  
CFR – Code of Federal Regulations  
CODIS – Combined DNA Index System  
D&B – Dun and Bradstreet, Inc.  
DFARS – Defense Federal Acquisition Regulation Supplement  
DFE – Defense Forensic Enterprise  
DHHS – Department of Health and Human Services  
DNA – Deoxyribonucleic Acid  
DoD – Department of Defense  
DoDGARs – Department of Defense Grant and Agreement Regulations  
DUNS – Data Universal Numbering System  
EA – Executive Agent  
EBiz POC – E-Business Point of Contact  
FAR – Federal Acquisition Regulation  
FCCM – Facilities Capital Cost of Money  
FFRDC – Federally Funded Research and Development Center  
FSC – Federal Service Code  
FY– Fiscal Year  
HPCMP – DoD High Performance Computing Program  
IBC – Institutional Biosafety Committee  
NAS – National Academy of Sciences  
PDF – Portable Document Format  
PI – Principal Investigator  
RFP – Request for Proposals  
ROMO – Range of Military Operations  
SF – Standard Form  
SNPs – Single-Nucleotide Polymorphisms  
STR – Short Tandem Repeat  
UIC – Unit Identification Code  
USACIL – United States Army Criminal Investigation Laboratory  
USC – United States Code

## **Definitions List**

**Contract: FAR 2.101** – A mutually binding legal relationship obligating the seller to furnish the supplies or services and the buyer to pay for them.

**Cooperative Agreement: DoDGARs 21.640** – A legal instrument which, consistent with 31 USC 6304, is used to enter into a relationship:

(a) Of which the principal purpose is to transfer a thing of value to the Recipient to carry out a public purpose of support or stimulation authorized by a law of the United States, rather than to acquire property or services for the Department of Defense's direct benefit or use.

(b) In which substantial involvement is expected between the Department of Defense and the Recipient when carrying out the activity contemplated by the cooperative agreement.

**Grant: DoDGARs 21.655** – A legal instrument which, consistent with 31 USC 6304, is used to enter into a relationship:

(a) Of which the principal purpose is to transfer a thing of value to the Recipient to carry out a public purpose of support or stimulation authorized by a law of the United States, rather than to acquire property or services for the Department of Defense's direct benefit or use.

(b) In which substantial involvement is not expected between the Department of Defense and the Recipient when carrying out the activity contemplated by the grant.

## **OVERVIEW INFORMATION**

- **Federal Agency Name –**

US Army Criminal Investigation Laboratory  
4930 North 31<sup>st</sup> Street  
Forest Park, GA 30297

- **Issuing Acquisition Office –**

US Army Contracting Command, Aberdeen Proving Ground  
Research Triangle Park Contracting Division  
P.O. Box 12211, Research Triangle Park, NC 27709-2211

- **Funding Opportunity Title –** Department of Defense Forensic Research and Development Program
- **Funding Opportunity Number –** W911NF-12-R-0001
- **CFDA Number –** 12.630 Basic, Applied, and Advanced Research in Science and Engineering
- **Announcement Type –** This is the initial announcement (October 2011). This publication constitutes a Broad Agency Announcement (BAA) as authorized by DoDGARS 22.315(a) and FAR 6.102(d)(2)(i). A formal Request for Proposals (RFP) or solicitation will not be issued.
- **Response Dates –**  
  
White Papers: Thursday, 10 November 2011, 4:00 PM Eastern Standard Time  
  
Full Proposals: Monday, 19 December 2011, 12:00 PM Eastern Standard Time
- **Research Opportunity Synopsis –**

Under the authority of Department of Defense (DoD) Directive 5205.15E and the authority vested in the Secretary of Defense by 10 USC 113, the DoD announces the Department of Defense Forensic Research and Development Program. The program is executed under policy and guidance of the Assistant Secretary of Defense for Research and Engineering (Defense Biometrics and Forensics Office) and administered by the US Army Research Office and the US Army Criminal Investigation Laboratory.

The DoD Directive 5205.15E “establishes policy and assigns responsibilities within the DoD to develop and maintain an enduring, holistic, global forensic capability to support the full range of military operations (ROMO). The Defense Forensic Enterprise (DFE) consists of those DoD resources, assets, and processes that provide forensic science

analysis linking persons, places, things, and events. These linkages are made in both traditional law enforcement and medical purviews, as well as in the expeditionary environment.” Additionally, DoD Directive 5205.15E designates the Secretary of the Army as the DoD Executive Agent (EA) for Forensics for those forensic disciplines relating to DNA (deoxyribonucleic acid), serology, firearms and tool marks, latent prints, questioned documents, drug chemistry, and trace materials, as well as forensics relating to medical disciplines such as forensic pathology, forensic anthropology, forensic toxicology, and DNA analysis to identify human remains.

Proposals that will assist the Army in achieving these goals are solicited, particularly proposals involving the development of equipment that is portable, sustainable, and useful in an expeditionary environment. The expeditionary environment requires systems that are lightweight, portable, inexpensive, fast, and capable of operating in extreme environments of temperature, dust, humidity, etc. The systems must also be capable of secure data communications.

## **I. FUNDING OPPORTUNITY DESCRIPTION**

Specific areas of interest in the forensic disciplines cited in the research opportunity synopsis are identified below-

### **1. DNA**

#### **Areas of Interest:**

- Techniques and systems that enable rapid DNA analysis and uploading to a national database (i.e., CODIS- Combined DNA Index System)- the proposed technique(s)/system(s) can exploit either the traditional 13 loci used in the United States and/or other genomic locations to determine not only genotype but also phenotype by exploiting single-nucleotide polymorphisms (SNPs).
- New methods or protocols for extracting information from mixed DNA samples or addressing low copy number DNA, allelic stutter, drop-ins, and drop-outs
- Research into the correlation linking next-generation sequencing to traditional forensic loci determined by STR (short tandem repeat) profiling
- Methods, protocols, and statistical analyses focused on mitochondrial DNA or Y-chromosomal DNA (provided a military application for these techniques is established)
- Novel methods and research exploiting DNA in support of military operations

## **2. LATENT PRINTS**

### **Areas of Interest:**

- Systems and techniques to automatically read and upload latent prints (invisible and visible prints left by tires, footwear, fingers, or palms) to a national database in an expeditionary environment without the use of chemicals or special processing
- Novel methods to automatically analyze and match latent prints without human intervention
- Research addressing the statistical distribution of information contained in fingerprints and minutiae in local and/or global populations
- Research focused on statistical methods that describe the uniqueness of a latent print with respect to a known standard

## **3. FIREARMS AND TOOLMARKS**

### **Areas of Interest:**

- Techniques and systems capable of capturing and uploading marks made by firearms and toolmarks without the intervention of an expert examiner
- Research addressing the statistical uniqueness of firearm and toolmarks
- Techniques and systems capable of quickly, reproducibly, and accurately measuring the depth profile of firearm and toolmarks in both expeditionary and laboratory environments
- Innovative algorithms capable of automatic identification of firearms and toolmarks and assessment of statistical uniqueness of these marks

## **4. TRACE EVIDENCE**

### **Areas of Interest:**

- Research demonstrating linkage between people, places, things, and events using trace evidence (trace compounds found in explosives, drugs, hair, fibers, or pollen found on individuals, at crime scenes, or on other evidence)
- A system and database for DNA profiling of pollen - ideally, the system should be amenable to an expeditionary environment. However, schemes developed around a robust reach-back capability will also be considered.

- Research exploiting taggants to assist in linking people, places, things, and events

## **5. EXPLOSIVE DETECTION**

### **Areas of Interest:**

- Extremely inexpensive, pocket-sized applications and/or kits for the detection of explosive material - the test application or kit would minimally need to determine whether unknown material is an explosive hazard, although the capability to identify the explosive material is also desired.
- Techniques and systems that identify the origin of explosive material based on trace element or isotope detection, either in the context of a portable laboratory or reach-back scenario
- Statistical studies on the uniqueness and ability to attribute a particular trace analyte to a person or location

## **6. DRUG CHEMISTRY**

### **Areas of Interest:**

- Portable, inexpensive, safe, and easy-to-use drug testing equipment is required in expeditionary environments - at a minimum, the equipment must detect the presence of an illicit drug. However, the preferred instrument would also identify the illicit drug.
- Research focused on detection of emerging drugs (e.g., Spice, Bath Salts)
- Systems and techniques capable of trace drug detection, detection of drug metabolites in human matrices, and detection of drug precursors
- Systems and techniques capable of detecting trace elements or isotopes that can identify drug origin, method of transportation, or method of manufacture

## **II. AWARD INFORMATION**

Through this announcement, the DoD intends to award approximately \$3 million for FY 2012, subject to the availability of funds. Awards may be made in the form of contracts, grants, or cooperative agreements. This announcement seeks applied research deliverables beyond a technical report. Applied research deals with “efforts to determine and exploit the potential of science and engineering knowledge and understanding in technology such as new materials, devices, methods, and processes (DoDGARs 22.105).” Projected periods of performance for awards range from 9 months to 24 months. Evaluations and awards will be subject to the Federal Acquisition Regulation (FAR),

Defense Federal Acquisition Regulation Supplement (DFARS), Army Federal Acquisition Regulation Supplement (AFARS), and/or the Department of Defense Grant and Agreement Regulations (DoDGARs) as well as all other applicable laws and regulations.

If feasible, it is recommended that the offeror divide the proposed work into discrete phases, with each phase resulting in the delivery of a measurable deliverable. Although it is not guaranteed that subsequent phases, stages, or tasks will be funded, this approach will enable the proposed work to be funded incrementally, depending on, among other things, the quality of the deliverable at the end of each phase, strategic priorities, and the availability of funds. However, applicants should not divide their work if it is not feasible to do so without impairing the technical and programmatic soundness of their approach.

**Note: Deliverables (e.g., prototypes, software, training materials for best practices, protocols, reports, etc.) will be required at the end of each phase** to enable USACIL to assess the progress of the work and assist USACIL in making reasoned determinations as to the suitability of funding the next phase of the project. If applicable, the phased funding approach and the cost associated with each phase should also be noted on the quad chart.

### **III. ELIGIBILITY INFORMATION**

**1. Eligible Applicants:** Proposals may be submitted by all responsible sources from academia and industry to include degree-granting institutions of higher education, hospitals, nonprofit/not for profit organizations, or private industry concerns, domestic or foreign. Federally Funded Research and Development Centers (FFRDCs) and national laboratories are not eligible for awards under this announcement. To be eligible for an award under this announcement, a prospective awardee must meet certain minimum standards pertaining to financial resources and responsibility, ability to comply with the performance schedule, past performance, integrity, experience, technical capabilities, operational controls, and facilities.

**2. Cost Sharing or Matching:** Cost sharing or matching is not a requirement for eligibility under this announcement.

### **IV. APPLICATION AND SUBMISSION INFORMATION**

#### **1. Application and Submission Process:**

The proposal submission process is in two stages. **Prospective offerors are encouraged to submit white papers** to minimize the labor and cost associated with the submission of detailed full proposals that have minimal probability of being selected for funding. Following an assessment of white papers, prospective offerors will be given informal

feedback via e-mail correspondence to encourage or discourage the submission of a full proposal. White papers arriving after the submission deadline (see SECTION IV Significant Dates and Times/Schedule of Events) will not receive feedback prior to full proposal submission. All full proposals submitted under the terms and conditions of this announcement will be evaluated, even if a respective white paper was not submitted or a submitted white paper was not identified as being of particular value to the Government. Funding for direct reimbursement of proposal development costs will not be provided.

#### Submission of White Paper:

White papers must be submitted **electronically as an Adobe Portable Document Format (PDF) file** and e-mailed to [USACILRDTE@conus.army.mil](mailto:USACILRDTE@conus.army.mil). Hard copy (hand carried, mailed, faxed) white paper submissions will not be accepted. **Only PDF files will be accepted. Electronic files other than PDF files will not be accepted.** Cite 'W911NF-12-R-0001 White Paper' in the subject line of the e-mail.

#### Submission of Full Proposal:

Full proposals must be **submitted electronically via Grants.gov**, <http://www.grants.gov>.

After a full proposal is submitted through Grants.gov, the Authorized Organization Representative (AOR) will receive a series of three e-mails. It is extremely important to save each of these e-mails. You will know that your proposal has reached the Army Research Office upon receipt of the third e-mail. You will need the submission receipt number provided in the first e-mail to track a submission. The three e-mails are:

Number 1 – The applicant will receive a confirmation page upon completing the submission to Grants.gov.

Number 2 – The applicant will receive an e-mail indicating that the proposal has been validated by Grants.gov within two days of submission. (This means that all of the required fields have been completed.)

Number 3 – The applicant will receive a third e-mail indicating that the proposal has been received and downloaded by the designated agency.

## **2. Content and Format of White Papers and Full Proposals:**

**White paper format and content shall be as follows:**

- Only PDF files will be accepted.
- Margins: 1 inch; Spacing: Single; Font: Times New Roman 12 Point
- Number of Pages: No more than three (3) single-sided pages (excluding cover letter)
- White paper content should follow the template available at <http://www.arl.army.mil/www/pages/8/research/0014WhitePaperTemp.doc>.
- A quad chart is also required, following the template available at <http://www.arl.army.mil/www/pages/8/research/0014QuadChartTemp.ppt>.  
The preformatted fonts on the quad chart template may be modified so that the required information fits the chart. The chart format itself may not be modified.
- The white paper and quad chart must be combined and submitted as a single PDF file.  
The white paper 3-page limit excludes the quad chart as well as the white paper cover letter.

**Full proposal format shall be as follows:**

- Paper size when printed: 8.5 X 11 inches
- Margins: 1 inch; Spacing: Single; Font: Times New Roman 12 Point
- A full proposal will be composed of the following (see pages 8-11 of this announcement):
  - (a) SF 424 (R&R) Form
  - (b) Research & Related Other Project Information Form
  - (c) Project Summary/Abstract
  - (d) Project Narrative
  - (e) Bibliography & References Cited
  - (f) Facilities & Other Resources
  - (g) Equipment
  - (h) Budget/Cost Proposal
- Number of Pages: Sections (c) through (g) when combined may not exceed 30 single-sided pages. The cover page/letter, table of contents, tables, charts, figures, other illustrations, letters of support, and curriculum vitae count toward the 30-page limit. The 30-page limit excludes the SF 424 (R&R) Form, the Research and Related Other Project Information Form, the budget/cost proposal(s), and the supporting budget/cost proposal narrative(s).

**INSTRUCTIONS FOR GRANTS.GOV SUBMISSION**

These instructions are provided to assist with the submission of proposals through <http://www.grants.gov>.

**Registration Requirements for Grants.gov:**

There are several one-time actions you must complete in order to submit an application through Grants.gov (e.g., obtain a Dun and Bradstreet Data Universal Numbering System (DUNS) number, register with Central Contractor Registration, register with the

credential provider, and register with Grants.gov). To begin this process, go to the Grants.gov registration webpage, [http://www.grants.gov/applicants/get\\_registered.jsp](http://www.grants.gov/applicants/get_registered.jsp). You may download the Grants.gov Organization Registration User Guide and Organization Registration Checklist from this webpage. The webpage also features an Organization Registration Overview Tutorial. Designating an E-Business Point of Contact (EBiz POC) and obtaining a special password called an MPIN are important steps in the CCR registration process. Applicants who are not registered with CCR and Grants.gov should allow at **least 21 days** to complete these requirements. It is suggested that the process be started as soon as possible. Questions relating to the registration process, system requirements, or the submission process must be directed to Grants.gov at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov).

### **Grants.gov Full Proposal Submission Content and Format of Applications:**

Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select "Apply for Grants," and then search for the funding opportunity number that appears on the first page of this announcement.

### **Content and Form of Application:**

You must complete the mandatory forms in accordance with the instructions on the forms and the additional instructions below. Files that are attached to the forms must be in Adobe Portable Document Format (PDF) unless otherwise specified in this announcement.

#### **a. Form: SF 424 (R&R) – Mandatory Form**

Complete this form first to populate data in other forms. Complete all the required fields in accordance with the pop-up instructions on the form. To activate the instructions, turn on the "Help Mode" (icon with the pointer and question mark at the top of the form).

#### **b. Form: Research & Related Other Project Information – Mandatory Form**

Complete fields 1 through 6 and attach files for fields 7 through 12. To attach files in fields 7 through 12, click "Add Attachment." The files must comply with the instructions cited below for each field.

#### **c. Project Summary/Abstract (Field 7 on the Form)**

The project summary should be a single page that identifies the research problem, technical approaches, anticipated outcome of the research, if successful, and impact on DoD capabilities. It should identify the Principal Investigator and other key research personnel as well as all institutions and/or industry concerns involved in the project. The project summary must not exceed 1 page when printed using standard 8.5" by 11" paper with 1" margins (top, bottom, left and right) with font Times New Roman 12 point.

#### **d. Project Narrative (Field 8 on the Form)**

The full content of your narrative must include the following information:

**Table of Contents:** List project narrative sections and corresponding page numbers.

#### **Technical Proposal/Statement of Work:**

**Technical Approach:** Describe in detail the research to be undertaken. State the objectives and approach, including how data will be analyzed and interpreted. Discuss the relationship of the proposed research to the state-of-the-art knowledge in the field and to related efforts in programs elsewhere, and discuss potential scientific breakthroughs. Include appropriate literature citations/references. Discuss the nature of expected results. Letters of support from field experts in academia, industry, or government may be helpful in determining technical merit.

**Project Schedule, Milestones and Deliverables:** Provide a summary of the schedule of events and milestones, and a detailed description of the results and products to be delivered. Examples of desired project deliverables include one or more of the following: **techniques, methods, systems, device prototypes, algorithms, databases.**

**Management Approach:** Describe the overall approach to the management of this effort, to include the following: required facilities; relationships with any subawardees and/or other organizations; availability of personnel; planning, scheduling, and control procedures.

**Key Personnel:** Include curriculum vitae of all key personnel. For efforts involving multiple principal investigators, identify the primary principal investigator who will provide a single or initial point of communication between the sponsoring agency(ies) and the awardee organization(s) about scientific matters. If not otherwise designated, the first principal investigator (PI) listed will serve as the primary PI. This individual can be changed upon notification of the agency. The sponsoring agency(ies) does not infer any additional scientific stature to this role among collaborating investigators.

#### **Other Funding:**

- List of previous, current, and pending DoD awards to applicant organization and investigator(s)
- List of current and pending non-DoD support for each investigator collaborating on this proposal
- List of other agencies, organizations, or funding sources to which this proposal has been submitted (if applicable)

**e. Bibliography & References Cited (Field 9 on the Form)**

**f. Facilities & Other Resources (Field 10 on the Form)**

**g. Equipment (Field 11 on the Form)**

**h. Other Attachment (Field 12 on the Form)**

Attach the budget/cost proposal(s) and supporting narratives at field 12. You must provide a detailed breakdown of all costs. If the proposed work can be divided into discrete phases, then the cost of each phase and its measurable deliverable should also be noted. The Research and Related Budget Form is not required.

The budget/cost proposal(s) must include the following information:

a. Direct Labor/Fringe: For all employee/labor categories, indicate the amount of time being charged to the proposed (hours per month per employee and/or labor category) and show resulting costs based on current or projected salary and fringe benefits. Estimate stipends, fees, and health insurance for students, if applicable.

b. Materials/Supplies: Estimate costs of materials and supplies. List types of materials needed and costs. Provide a basis for the estimate.

c. Equipment: Describe any equipment to be acquired and the basis of cost estimates. Costs should be based on recent quotations from manufacturers or distributors. Provide copies of vendor quotes. Describe the purpose of the proposed equipment.

d. Travel: Identify any travel requirements associated with the proposed research and define its relationship and significance to the project. List proposed destinations and purpose for each trip, as well as the number of travelers per trip. Provide a basis for the estimate.

e. Other Direct Costs: Describe any other additional direct costs such as publications, communication, student tuition, facilities and equipment rental/user fees, consultant fees, etc. Provide a basis for the estimate.

f. Subaward Costs: Provide a description of the work to be performed by each subrecipient, if applicable, and provide a detailed budget for each. Each subrecipient must provide a basis for each cost element proposed.

g. Indirect Costs (Overhead, General and Administrative, Facilities Capital Cost of Money (FCCM), and Other): Provide the most recent rates, rate agreements, dates of negotiations, the period to which the rates apply, and a statement identifying whether the proposed rates are provisional or fixed. If the rates have been negotiated by a Government agency, state when and by which agency. Include a copy of the current rate agreement(s) with the budget.

h. Total Direct and Indirect Costs: Provide the total costs per year and a cost summary for the entire proposal period.

i. Fee or Profit: Fee or profit is not allowable for the prime recipient or any subrecipient of a grant or cooperative agreement. Fee or profit is allowable on proposals submitted by organizations proposing a contract.

**Note: If the proposed work can be divided into discrete phases, then the cost of each phase and its measurable deliverable should also be noted.**

**3. Significant Dates and Times/Schedule of Events:**

<b>Event</b>	<b>Deadline Date</b>	<b>Deadline Time</b>
Questions Regarding <b>White Papers</b>	3 November 2011*	2:00 PM Eastern Daylight Time
White Papers Due	10 November 2011	4:00 PM Eastern Standard Time
Notification of DoD Evaluations of White Papers	18 November 2011**	
Questions Regarding <b>Full Proposals</b>	12 December 2011*	2:00 PM Eastern Standard Time
Full Proposals Due	19 December 2011	12:00 PM Eastern Standard Time
Notification of Selection for Award	7 February 2011**	
Start Date of Awards	Second or Third Quarter of 2012 **	

\* Questions received after this date and time will not be answered, and the due date for submission of the proposals will not be extended.

\*\* These dates are estimates as of the date of this announcement.

**4. Late Proposals:** Any full proposal submitted and validated through Grants.gov whereby the date/time for submission is after the deadline for proposal submission as specified in SECTION IV of this announcement (Significant Dates and Times/Schedule of Events) will be considered late and will not be evaluated unless the Grants.gov website was not operational on the due date/time and was unable to receive the proposal submission. If this occurs, the time specified for the receipt of proposals through Grants.gov will be extended to the same time of the day specified in this announcement on the first workday on which the Grants.gov website is operational.

Be advised that Grants.gov applicants have been experiencing system delays and validation issues which may impact proposal submission time. After a proposal is uploaded to Grants.gov, the offeror receives an e-mail message indicating the proposal has been submitted and that the validation process will take up to two days. As it is possible for Grants.gov to reject the proposal during this process, it is **STRONGLY recommended that proposals be uploaded at least 48 hours prior to the deadline specified in this announcement. Additionally, offerors are also advised to plan ahead to prevent late proposals resulting from internal electronic data/computer resources delays that may originate from their submission sites.**

**5. Late/Incomplete White Papers:** As specified on page 6 of this announcement, white paper files arriving after the submission deadline (see SECTION IV Significant Dates and Times/Schedule of Events) will be considered late. In order to be accepted for evaluation and feedback, a white paper file must have been received in the designated Government electronic mailbox, [USACILRDTE@conus.army.mil](mailto:USACILRDTE@conus.army.mil), prior to the submission deadline unless the electronic mailbox was not operational on the due date/time and was unable to receive the white paper file submission. If this occurs, the due date/time for the submission of white paper files will be extended to the same time of the day specified in this announcement on the first workday on which the electronic mailbox is operational. **In order for a white paper file to be considered complete, the file must include both the white paper and quad chart as specified on page 7.** Incomplete white paper files will not be accepted for evaluation.

## **V. EVALUATION INFORMATION**

### **1. White Paper Assessment:**

White papers will be evaluated to assess the scientific and technical merit of the proposed project, and thus whether to encourage the submission of a full proposal. The white paper evaluation will be conducted by a panel of subject matter experts. The assessment will focus on (a) the overall scientific and/or technical merits of the proposal and (b) the potential to advance future capabilities of the DoD Forensics Enterprise. These two criteria will also apply to the evaluation of full proposals (see Full Proposal Evaluation Criteria below). White paper information will be protected from unauthorized disclosure in accordance with applicable laws and DoD regulations. As specified in SECTION IV pages 6-7 (Content and Format of White Papers and Full Proposals), white papers must not exceed the 3-page limit. **White papers exceeding the 3-page limit will not be evaluated or read.**

### **2. Full Proposal Evaluation Process:**

All proposals received prior to the submission deadline will be subject to a technical peer review as described in DoDGARs 35.016 and FAR 6.102(d)(2). The technical review will be conducted by a panel of subject matter experts who have signed a conflict of

interest statement and a non-disclosure statement prior to review. All proposals are treated as privileged information prior to award and the contents are disclosed only for the purpose of evaluation in accordance with applicable laws and DoD regulations. Offerors are expected to appropriately mark proprietary information. Technical and cost proposals (or any other material) submitted in response to this announcement will not be returned.

**IMPORTANT:** As specified in SECTION IV pages 6-7 (Content and Format of White Papers and Full Proposals), full proposals must not exceed the 30-page limit. **Proposal pages beyond the 30-page limit will not be evaluated or read.**

### **3. Full Proposal Evaluation Criteria:**

Proposals submitted in response to this announcement will be evaluated using the following criteria:

**Primary evaluation criteria** (of equal importance to each other) are:

- a. The overall scientific and/or technical merits of the proposal
- b. The potential to advance future capabilities of the DoD Forensics Enterprise
- c. Perceived potential for technology transition and/or implementation of a new technology for use by forensic science practitioners both in traditional law enforcement and medical purviews as well as in the expeditionary environment

**Secondary evaluation criteria** (of less importance than primary criteria but of equal importance to each other) are:

- d. The offeror's awareness of the pitfalls and feasibility of the proposal as well as a proposed plan to minimize and/or mitigate these risk(s)
- e. The offeror'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, or other key personnel who are critical to achievement of the proposed objectives
- g. The offeror's record of past performance
- h. The reasonableness and realism of proposed costs

## **VI. AWARD ADMINISTRATION INFORMATION**

### **1. Award Notices:**

Written notification of award selection or non-selection will be provided via e-mail correspondence to all principal investigators who submitted a full proposal (provided the proposal was received prior to the submission deadline). Award selections will not be announced by press release or posted to the US Army Criminal Investigation Laboratory or Army Research Office websites. The notification of award selection must 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 Contracting Officer/Grants Officer signs the respective award document.

### **2. Administrative and National Policy Requirements:**

#### **Administrative:**

Meeting Requirements: Meeting requirements will vary by project.

Travel Requirements: All Principal Investigators will be required to travel to project review meetings twice during the course of the project and should budget for this travel accordingly. Project review meetings may be held onsite at the US Army Criminal Investigation Laboratory, Forest Park, GA or other CONUS location(s).

#### **Government Property/Government Furnished Equipment and Facilities:**

Government equipment, research facilities, and operational military units may be available and may be considered as potential Government-furnished equipment/facilities. The use of these facilities and resources may be negotiated as the program unfolds. Offerors should explain as part of their proposals if any of these resources could be useful to the success of a proposed project.

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

#### **National Policies:**

Lobbying: Federal regulations (Appendix A to 32 CFR Part 28) require certification regarding lobbying at the time of proposal submission-

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

undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

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

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients 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. Sec. 1352, as implemented by the DoD at 32 CFR Part 28. 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.

Human Subjects: All research involving human subjects must be conducted in accordance with 32 CFR 219, 10 USC 980, and DoDD 3216.2, as well as other applicable federal and state regulations. Contractors must be cognizant of and abide by the additional restrictions and limitations imposed on the DoD regarding research involving human subjects, specifically as regarding vulnerable populations (32 CFR 219 modifications to subparts B-D of 45 CFR 46), recruitment of military research subjects (32 CFR 219), and surrogate consent (10 USC 980). The regulations mandate that all DoD activities, components, and agencies protect the rights and welfare of human subjects of study in DoD supported research, development, test/evaluation, and related activities hereafter referred to as "research." The requirement to comply with the regulations applies to new starts and to continuing research.

Animal Subjects: DoD Directive 3216.1 dated 17 April 1995 provides policy and requirements for the use of animals in DoD funded research. The DoD definition of animal is any live nonhuman vertebrate. All proposals that involve the use of animals must address DoD compliance with Directive 3216.1. Provisions include rules on animal acquisition, transport, care, handling, and use in 9 CFR parts 1-4, Department of Agriculture rules implementing the Laboratory Animal Welfare Act of 1966 (7 U.S.C. 2131-2156), and guidelines in the National Academy of Sciences (NAS) "Guide for the Care and Use of Laboratory Animals" (1996), including the Public Health Service Policy and Government Principles Regarding the Care and Use of Animals in Appendix D to the Guide.

Recombinant DNA: Proposals which call for experiments using recombinant DNA must include documentation of compliance with Department of Health and Human Services (DHHS) recombinant DNA regulations, approval of the Institutional Biosafety Committee (IBC), and copies of the DHHS Approval of the IBC letter.

Biological Defense Safety Program Requirements: Successful offerors whose principal investigators are conducting research with biosafety levels 3 and/or 4 material must prepare a Facility Safety Plan in accordance with 32 Code of Federal Regulations (CFR) 626.18. See [http://www.access.gpo.gov/nara/cfr/waisidx\\_99/32cfr626\\_99.html](http://www.access.gpo.gov/nara/cfr/waisidx_99/32cfr626_99.html) for a copy of 32 CFR 626.18, Biological Defense Safety Program.

Small Business Subcontracting Plan: Pursuant to Section 8(d) of the Small Business Act, 15 USC 637(d), it is the policy of the Government to enable small business concerns to be considered fairly as subcontractors under all research agreements awarded to prime contractors and grantees. When applicable, a subcontracting plan complying with the policies identified in FAR Part 19 and appropriate department and service supplemental regulations will be required prior to the award of a contract. Adequacy of the plan will be considered and finalization of an acceptable plan will be a necessary condition for award. The plan as approved by the Contracting Officer will be incorporated into and made a part of the contract. Contract awards over \$650,000 require the submission of a Small Business Subcontracting Plan in accordance with FAR Part 19. The plan will be requested from an offeror if a contract award is proposed and selected for funding. The request for this plan will be initiated by the respective Contracting Officer. This requirement is applicable to contract awards over \$650,000. Small business concerns and foreign entities are exempt from this requirement. Grants and cooperative agreements are exempt from this requirement.

Army Contractor Manpower Reporting: This requirement is applicable to contracts only. Grants and cooperative agreements are exempt. The Office of the Assistant Secretary of the Army (Manpower & Reserve Affairs) operates and maintains a secure Army data collection site where the contractor will report ALL contractor manpower (including subcontractor manpower) required for performance of this contract. The contractor is required to completely fill in all the information in the format using the following web address: <https://cmra.army.mil>. The required information includes: (1) Contracting Office, Contracting Officer, Contracting Officer's Technical Representative; (2) Contract number, including task and delivery order number; (3) Beginning and ending dates covered by reporting period; (4) Contractor name, address, phone number, e-mail address, identity of contractor employee entering data; (5) Estimated direct labor hours (including sub-contractors); (6) Estimated direct labor dollars paid this reporting period (including sub-contractors); (7) Total payments (including sub-contractors); (8) Predominate Federal Service Code (FSC) reflecting services provided by contractor (and separate predominant FSC for each sub-contractor if different); (9) Estimated data collection cost; (10) Organizational title associated with the Unit Identification Code (UIC) for the Army Requiring Activity (the Army Requiring Activity is responsible for providing the contractor with its UIC for the purposes of reporting this information); (11) Locations where contractor and sub-contractors perform the work (specified by zip code

in the United States and nearest city, country, when in an overseas location, using standardized nomenclature provided on website); (12) Presence of deployment or contingency contract language; and (13) Number of contractor and sub-contractor employees deployed in theater this reporting period (by country). As part of its submission, the contractor will also provide the estimated total cost (if any) incurred to comply with this reporting requirement. The reporting period will be the period of performance not to exceed 12 months ending 30 September of each Government fiscal year and must be reported by 31 October of each calendar year. Contractors may use a direct XML data transfer to the database server or fill in the fields on the website. The XML direct transfer is a format for transferring files from a contractor's systems to the secure web site without the need for separate data entries for each required data element at the web site. The specific formats for the XML direct transfer may be downloaded from the web site.

#### Central Contractor Registration:

##### Central Contractor Registration and Universal Identifier Requirements-

(1) Requirement for Recipients: Unless you are exempted from this requirement under 2 CFR 25.110, you as the Recipient must maintain the currency of your information in Central Contractor Registration (CCR) until you submit the final financial report required under this award or receive the final payment, whichever is later.

(2) Requirement for Subrecipients: If you are authorized to make subawards under this award, you-

1. Must notify potential subrecipients that no entity may receive a subaward from you unless the entity has provided its Data Universal Numbering System (DUNS) number to you and is registered in the CCR

2. May not make a subaward to an entity unless the entity has provided its DUNS number to you and is registered in the Central Contractor Registration

(3) Definitions for purposes of this award term:

1. Central Contractor Registration (CCR) means the Federal repository into which an entity must provide information required for the conduct of business as a Recipient. Additional information about registration procedures may be found at the CCR website <http://www.ccr.gov>. Assistance with registration is available at 1-888-227-2423.

2. Data Universal Numbering System (DUNS) number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the internet (currently at <http://fedgov.dnb.com/webform>).

3. Entity as it is used in this award term means all of the following, as defined at 2 CFR part 25, subpart C:

- a. A Governmental organization, which is a State, local government, or Indian tribe;
- b. A foreign public entity;
- c. A domestic or foreign nonprofit organization;
- d. A domestic or foreign for-profit organization;
- e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity

(4) Subaward means:

1. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the Recipient award to an eligible subrecipient.

2. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see attachment to OMB Circular A-133, “Audits of States, Local Governments, and Non-Profit Organizations”).

3. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.

(5) Subrecipient means an entity that:

1. Receives a subaward from you under this award; and
2. Is accountable to you for the use of the Federal funds provided by the subaward

Subaward Reporting: The Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282) as amended by Section 6202 of Public Law 110-252 requires that all agencies establish requirements for Recipients reporting information on subawards and executive total compensation.

**3. Reporting Requirements:** Monthly technical and financial reports will be required under this program. All reporting requirements and instructions for report preparation will be included in the award document signed by the Government Contracting Officer/Grants Officer.

## **VII. AGENCY CONTACTS**

US Army Criminal Investigation Laboratory  
USACIL RDT&E Program  
[USACILRDTE@conus.army.mil](mailto:USACILRDTE@conus.army.mil)

All questions in response to this announcement must be addressed in writing via e-mail to the USACIL RDT&E Team at [USACILRDTE@conus.army.mil](mailto:USACILRDTE@conus.army.mil). You must cite 'W911NF-12-R-0001' in the subject line of the e-mail.

Answers to questions submitted in response to this announcement will be made available in the form of an amendment to this announcement and will be posted to FedBizOpps, <https://www.fbo.gov> and Grants.gov, <http://www.grants.gov>.

No questions will be addressed after the dates cited in SECTION IV (Significant Dates and Times/Schedule of Events).