

# VEMEX

#### **Open Topic 25.5/E Release 10 Overview:** Phase I & Proposal Template

\*Information current as of July 2025

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#### **RULES OF ENGAGEMENT**

- 1. Call is recorded and will be available on AFWERX.com
- 2. No classified/proprietary Information
- 3. Post questions in the Q&A section (not via chat)
- 4. Only questions regarding: 25.5/E Release 10 Phase I and the proposal template will be answered on today's call **and as time allows**
- 5. 25.5/E Release 10 Phase I questions received via registration survey will be answered first

All information is subject to change. The final, authoritative source of info & requirements is the solicitation instructions found on DSIP.

#### **IMPORTANT NOTE**

This information is intended to answer common questions and provide general guidance. This slidedeck does not constitute part of the official solicitation.

Any questions shall be submitted in accordance with the official Topic Release Instructions (TRI).

SBIR: <a href="https://www.dodsbirsttr.mil/topics-app/?baa=DOD\_SBIR\_2025\_P1\_C5">https://www.dodsbirsttr.mil/topics-app/?baa=DOD\_STTR\_2025\_P1\_CE</a>

# DEPARTMENT OF THE AIR FORCE (DAF) SBIR/STTR BACKGROUND

#### **OPEN TOPIC: SBIR/STTR BENEFITS**

# Although there are many, here is a snapshot of the powerful benefits of a DAF SBIR/STTR award:

- 1. Sole-source authority for use by **all U.S. federal agencies**
- 2. Retain rights to the intellectual property (IP) developed
- 3. Financial and subject matter expert (SME) support for early-stage research development test and evaluation (RDT&E)
- 4. Possible access to Department of Defense facilities for testing and expertise

#### **OPEN TOPIC: SBIR/STTR REQUIREMENTS**

#### Does your business qualify for the SBIR/STTR Program?

- 1. Organized for profit, with a place of business located in the United States
- 2. More than 50 percent owned and controlled by a United States entity
- 3. 500 employees or less

#### OPEN TOPIC: ADDITIONAL STTR REQUIREMENTS STTR is Similar to SBIR, however STTR has unique qualities based on its research focus:

- Requires one qualifying research institute to perform 30% 60% of work
  - Examples of a qualifying research institute: university, non-profit, or Federally Funded Research & Development Center (FFRDC))
- Principal Investigator (PI) may be employed by either the research entity (e.g. professor) <u>or</u> the small business. However, at least 40% of their time MUST be spent with the SBC
- Leverages close ties with both Federal R&D <u>and</u> operational communities
- Attachments in the CSO may also be different so it's important to check the correct solicitation

## **DAF: OPEN TOPIC SOLICITATION**

Topics are truly "open" and agnostic of industry, technology, or problem area.

#### We are seeking...

- Innovative, <u>dual-use</u> tech solutions (i.e. applicable to defense and non-defense)
- Clear potential to solve a <u>DAF mission need</u> (USAF, USSF)
- Capability to prototype under an <u>accelerated schedule</u>
- Ability to scale and grow the industrial base for defense
- <u>Applied</u> Research/Research and Development or Test and Evaluation (RDT&E) efforts rather than "front-end" or basic research
- Commitment from an empowered DAF end-user and customer (Phase II)

# DEPARTMENT OF THE AIR FORCE (DAF) 25.5/E RELEASE 10

## **OPEN TOPIC: 25.5/E RELEASE 10**

Find the fit between your validated

non-defense commercial product

and the defense market

Feasibility /

Customer Discovery



- STTR up to \$110K per award
- 3 month period of performance
- ~700 awards per year

#### **25.5/E RELEASE 10: SUBMISSION RULES**



\*If more than one proposal from a small business concern is received for a single solicitation, only the most recent proposal to be certified

and submitted prior to the submission deadline will be eligible for evaluation

#### **COMMON REASONS: FOR DQ or NON SELECT**

- Exceeding Cost or Duration Limits Pay careful attention to not exceed these
- Inactive/Not Updated SAM.gov Registration Firms must have an active registration prior to award (registering early to avoid delays) that is eligible for all awards
- Uncertain Defense Need Must have a clear proposed benefit to the government customer
- **Proposed Work is NOT Appropriate for SBIR funding** This is an applied RDT&E solicitation, not a Commercial-Off-the-Shelf (COTS) resale solicitation.
- Wrong Topic Number SBC must propose to the correct topic number
- Unaddressed Requirements All required volumes and attachments must be included and complete. SBCs must address all solicitation requirements, particularly those in the evaluation criteria
- Not Using the Proposal Template The proposal template is required.

# 25.5/E RELEASE 10: STRUCTURE & THE PROPOSAL TEMPLATE

## **25.5/E RELEASE 10: STRUCTURE**

- Vol 1: Proposal Cover Sheet SAM, UEI, CAGE, Abstract, etc. prepared on DSIP
- Vol 2: Technical Volume Proposal Template (using the template is a requirement)
- Vol 3: Cost Volume Accomplished by using online form in DSIP
- Vol 4: Company Commercialization Report (CCR) -
  - Completion of the CCR as Volume 4 of the proposal submission in DSIP is required
  - Refer to the DoD Program CSO for full details on this requirement

\*Reference actual solicitation(s) for full list of required & recommended documentation \*\*Available via <u>AFWERX.com</u> and as the attachments to each solicitation in DSIP

## **25.5/E RELEASE 10: STRUCTURE cont.**

- Vol 5: Supporting Documents -
  - Att 1.) Phase I Proposal Template (Required for Vol 2) Not an attachment
  - Att 2.) SBIR/STTR Funding Agreement Certification
  - Att 3.) SBIR/STTR Funding Agreement Certification Life Cycle Certification
  - Att 4.) Identification and Assertion of Use, Release or Disclosure Restrictions
  - SBIR Att 5.) Certification for SBIR Applicants that are Majority-Owned Multiple Venture Capital Operating Companies, Hedge Funds, or Private Equity Firms
  - STTR Att 5.) Contractor Certification Regarding Preaward Requirement for Small
    Business Technology Transfer Program
- Vol 6: Fraud, Waste, and Abuse Training Module in DSIP
- Vol 7: Disclosure of Foreign Affiliations or Relationships to Foreign Countries -Accomplished by using online form in DSIP

\*Reference actual solicitation(s) for full list of required & recommended documentation \*\*Available via <u>Open Topic webpage</u> and as the attachments to each solicitation in DSIP

#### **25.5/E RELEASE 10: PROPOSAL** TEMPLATE

- It is <u>REQUIRED</u> that you adhere to the proposal template (DQ able if not used)
- Both SBIR and STTR will utilize the same proposal template
- Follow the instructions including:
  - Read the solicitation
  - Update all details as directed by the *[instructional text]* (bold, blue, italicized, bracketed)
  - Go through the checklist
  - Upon completion, delete *[instructional text]*, instruction page, and checklist
  - □ Content is on the designated pages as listed on table of contents (see next slide)

#### **25.5/E RELEASE 10: PROPOSAL TEMPLATE cont.**

#### UNDERSTANDING THE TABLE OF CONTENTS:

- Content is on the designated pages as listed on Table of Contents
- Evaluators will only be looking at designated pages for information to rate - *ie Technical Merit written on page 10 will <u>NOT</u> be evaluated*
- You may have blank pages eg Technical Merit is completed on page 2 & 3 so page 4 is blank
- Page limit all proposals will be 13 pages (+ optional Glossary)

#### TABLE OF CONTENTS

| CONTENTS   | DESIGNATED<br>PAGE NUMBER(S) |
|--|------------------------------|
| Small Business Concern   | 1                            |
| Technical Merit Summary Including Key Personnel  | 2-4                          |
| Concept & Significance of Problem/Opportunity  | 5                            |
| Defense Need   | 6                            |
| OUSD(R&E) Critical Technology Areas and/or Commercial Space Strategy Mission<br>Area                       | 6                            |
| Transition Plan  | 7                            |
| Summary of the Proposed Solution's Commercialization and Non-Defense<br>Commercial Potential Business Plan | 8, 9                         |
| Related Work (Dual-Use)  | 10                           |
| Non-Proprietary Work Plan Outline and Phase I Objectives   | 11, 12                       |
| Foreign Persons  | 13                           |
| Glossary   | [If needed]                  |

# **25.5/E RELEASE 10 RESOURCES**

## 25.5/E RELEASE 10: WHAT'S NEXT

#### • Proposals due Thursday, 05 August 2025 @ Noon ET

- Do not wait until the end of the submission period to submit proposal materials
- All proposals must be submitted via DSIP (<u>https://www.dodsbirsttr.mil/</u>)

#### • Be familiar with evaluation criteria-*in descending order of importance*:

- Defense need
- Technical merit
- Commercialization

#### 25.5/E RELEASE 10: SOLICITATION QUESTIONS Contracting Officer: Mr. Daniel Brewer

Applicants may request clarification on the terms, conditions, and/or requirements of the solicitation and attachments.

**Open Period for Questions: July 2, 2025 - July 15, 2025 4:00pm ET**. DAF does not intend to answer solicitation questions received late.

**Question Submission:** Questions shall be emailed to <u>daniel.brewer.13@us.af.mil</u> and <u>solicitations@afwerx.af.mil</u>.

**Government Responses:** DAF intends to release a consolidated list of received questions and their respective answers on approximately July 18, 2025. DAF reserves the right not to answer every question submitted, and will not answer any questions related to a specific applicant's proposal. All submitted questions will be kept anonymous.

### 25.5/E RELEASE 10: ADMIN QUESTIONS

Administrative questions based on the process, not the interpretation of solicitation terms and conditions

Admin Question Open Period: Solicitation open period (2 July 2025 - 5 August 2025 - Dates are subject to change)

**Question Submission:** Questions shall be emailed to <u>daniel.brewer.13@us.af.mil</u> and <u>solicitations@afwerx.af.mil</u>.

**Responses:** Applicants will receive direct email responses.

# 25.5/E RELEASE 10: DSIP QUESTIONS

Issues related to website navigation and proposal submission processes

**DSIP Question Open Period:** Solicitation open period (2 July 2025 - 5 August 2025 - *Dates are subject to change*)

Email questions to: <a href="mailto:DoDSBIRSupport@reisystems.com">DoDSBIRSupport@reisystems.com</a>

**Responses:** DSIP helpdesk will respond directly to applicant questions.

## **25.5/E RELEASE 10: SOLICITATION**

**RESOURCES** The most up-to-date FAQs can be found in our resource section:

Phase I FAQ: 

> https://afwerx.com/wp-content/uploads/20250702\_Ventures\_Open\_Topic\_Phase\_I\_F AQs\_update\_CLEARED\_AFRL-2025-3235.pdf

All FAQs found here: <a href="https://afwerx.com/divisions/ventures/open-topic/">https://afwerx.com/divisions/ventures/open-topic/</a> 

#### <u>Required</u> Phase I Proposal Template:

https://afwerx.com/wp-content/uploads/25.5E-Open-Topic-Phase-I-Proposal-Template-FI NAL-v2-CLEARED-AFRL-2025-3182.docx

#### 25.5/E RELEASE 10: ADDITIONAL RESOURCES

SBIR.gov Tutorials: https://www.sbir.gov/tutorials/

Defense SBIR/STTR Innovation Portal (DSIP) Tutorials: <u>https://www.dodsbirsttr.mil/submissions/learnin</u> <u>g-support/training-materials</u>

Defense SBIR/STTR Innovation Portal (DSIP) Home Page: https://www.dodsbirsttr.mil AFWERX.com: https://afwerx.com/

Ventures Webinar Series: https://afwerx.com/divisions/ventur es/weekly-webinar-series/

## **CONTACT US: BRANCH ORG BOXES**

- Open Topic Phase I: <u>afrl.rgv.pl@us.af.mil</u>
- Open Topic Phase II/D2P2 Program Manager: <u>afrl.rgv.p2@us.af.mil</u>
- Specific Topic: <u>usaf.team@afsbirsttr.us</u>
- STRATFI/TACFI: <u>afrl.rgv.stratfi-tacfi@us.af.mil</u>
- Solicitation questions (through 7/15 at 4pm ET): solicitations@afwerx.af.mil



