



AFWERX
VENTURES

Open Topic 25.5 Release 8 Overview: D2P2, Focus Open Topic, & Customer Memorandum Overview

07 MAY 2025

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).



**DEPARTMENT OF
THE AIR FORCE
(DAF)
25.5 RELEASE 8**

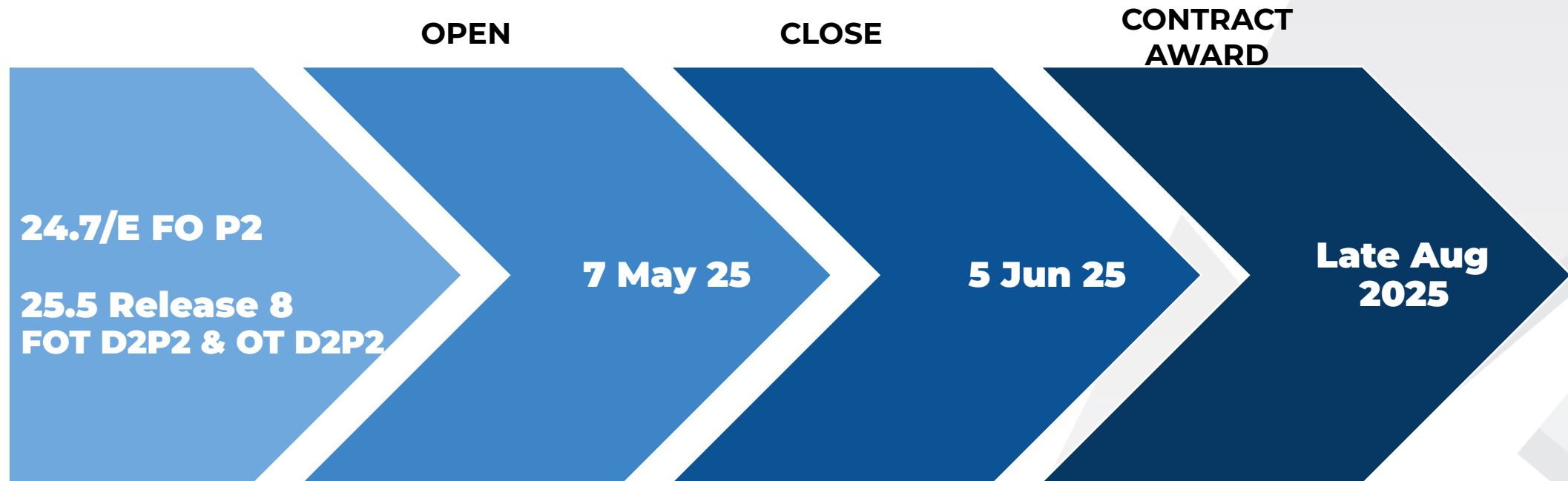
DAF: D2P2 OPEN TOPIC SOLICITATION

Purpose: Encourage broad innovation and allow small businesses to propose solutions to the Department of the Air Force's (DAF) needs without being bound by specific, predefined problems.

We are seeking...

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

FOCUSED OPEN TOPIC/OPEN TOPIC: 25.5 RELEASE 8



| | |
|-----------------------------------|---|
| Phase II/D2P2 Prototype | <ul style="list-style-type: none">• SBIR up to \$1.25M per award• STTR up to \$1.8M per award (FO P2 only)• 21 month period of performance• ~350 awards per year |
|-----------------------------------|---|

FO P2 - Follow On Phase 2
FOT - Focused Open Topic
OT - Open Topic
D2P2 - Direct-to-Phase 2

25.5 RELEASE 8: SOLICITATION BREAKDOWN

All Open Topic DAF D2P2s are under this one solicitation.

Solicitation:

DoD SBIR CSO X25.5 Release 8

Component:

USAF

USSF

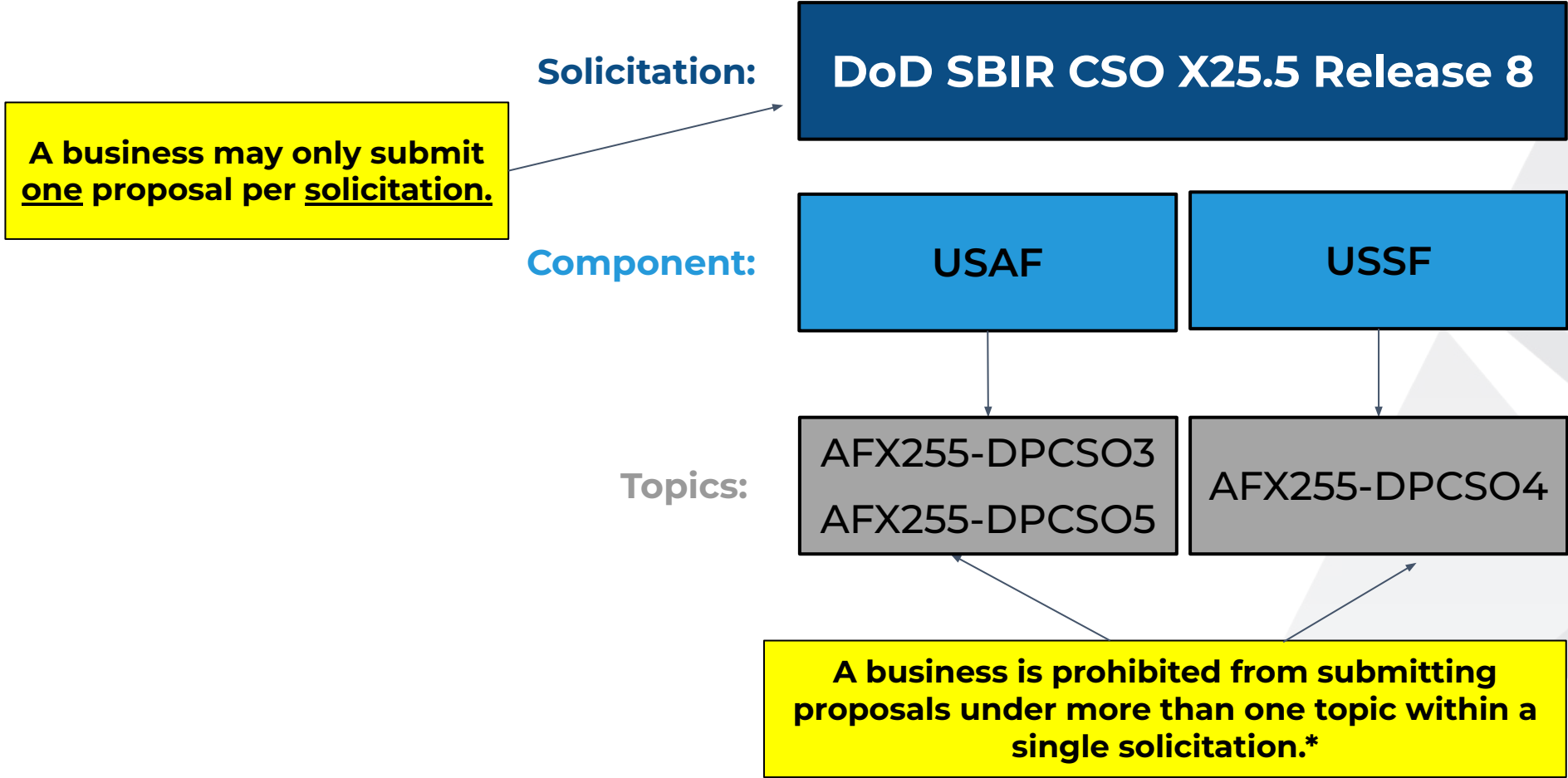
Topics:

AFX255-DPCSO3
AFX255-DPCSO5

AFX255-DPCSO4

**Only applies to Open Topic. Specific Topic uses a different framework.*

25.5 RELEASE 8: EVALUATION 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*

25.5 RELEASE 8: STRUCTURE

- **Vol 1: Proposal Cover Sheet** - SAM, UEI, CAGE, Abstract, etc. prepared on DSIP
- **Vol 2: Technical Volume** -
 - Technical Volume Content Description
 - Non-Proprietary Phase II Work Plan Outline and Milestones
 - Commercialization Plan Outline
 - 15 page maximum, excluding table of contents and glossary (pages in excess NOT reviewed)
- **Vol 3: Cost Volume** - Accomplished by using online form in DSIP
- **Vol 4: Company Commercialization Report (CCR)** - 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 [AFWERX.com](https://www.afwerx.com) and as the attachments to each solicitation in DSIP*

25.5 RELEASE 8: STRUCTURE cont.

- **Vol 5: Supporting Documents -**
 - **Att 1.)** Customer memorandum (CM) on required template. CMs not prepared properly will be deemed noncompliant and proposals will not be evaluated
 - **Att 2.)** Regulatory Compliance Initial Safety Assessment Form
 - **Att 3.)** SBIR/STTR Funding Agreement Certification
 - **Att 4.)** SBIR/STTR Funding Agreement Lifecycle Certification
 - Additional attachments are required if applicable
- **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 [Open Topic webpage](#) and as the attachments to each solicitation in DSIP*

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
- **Unaddressed Requirements** - All required volumes and attachments must be included and complete. SBCs must address all solicitation requirements, particularly those in the evaluation criteria
- **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
- **Incomplete and/or Unsigned Customer Memorandum** - See the following slides for more information



25.5 RELEASE 8 CUSTOMER MEMORANDUM

CM: WHAT VERSION WILL BE ACCEPTED?



ONLY the version with the header that indicates topics: **24.7/E Follow-On Phase II** and **25.5 Release 8 D2P2** will be accepted.

NOTE: This does NOT include 25.5 D2P2 or any other past versions

The CM can be found here:

https://afwerx.com/wp-content/uploads/AFWERX-SpaceWERX-Customer-Memorandum-Form_AFRL-2025-2303.pdf

CM: MAIN UPDATES



- **OUSD(R&E) Critical Technology Areas (CTA):** At most, only one primary CTA, one secondary CTA, and one space mission area may be chosen.
 - **CTA:**<https://dod-critical-technology-area-roadmaps.zoiclabs.io/>
 - **Space Mission Areas:**
[https://www.spaceforce.mil/Portals/2/Documents/Space%20Policy/USSF_Comm
ercial_Space_Strategy.pdf](https://www.spaceforce.mil/Portals/2/Documents/Space%20Policy/USSF_Commmercial_Space_Strategy.pdf)
- **Proposal as the primary source of evaluations and limiting duplicative information;** With that in mind the following narrative sections have been moved out of the CM and into the proposal requirements: milestones, transition strategy, and defense need.
- Thoroughly review the CM for all additional updates.

CM: SIGNATURES

- **Signatories acknowledge** that they have been informed of and understand the key elements of the SBCs proposal, specifically the proposed defense need, anticipated milestones, estimated contract duration, and planned Phase III transition strategy as outlined in their proposal at the time of signing.
- **Level of authority** - Signatories should be in positions that allow them to speak for their organizations (i.e. individuals must understand and exert influence over operational needs, formal requirements, or funding).
- **Customer** - Primary customer organization is the organization that will manage the future procurement or sustainment of the solution, and that will manage the funding, contracting, and logistics needs for Phase III awards, as appropriate.
- **End-user** - Primary end-user organization is the organization that will use the developed solution, or that will primarily benefit from the solution.
- **TPOC** - Government member that has expertise in your proposed solution's technical area.
- **Joint Organizations** (for customers and end-users only) - a military branch or Department of Defense agency outside of the DAF. These will be the individuals with whom you will be working, and who may be contacted during the course of your Phase II work.

CM: SIGNATURES cont.

- Three (3) CAC-enabled, digital signatures are required (customer, end-user, & TPOC) on a single memorandum is required
- Must be government (either Military or Civilian)
- FFRDC/Support contractors may NOT sign
- Customer and end-user may be non-DAF member from a DoD joint org but cannot be the same person
- TPOC MUST be a DAF (USAF or USSF) member in all cases and cannot be both a customer and an end-user

20 Customer (FIRST MI LAST, RANK/GRADE, USAF)
John Smith, GS-14, USAF
↓ NOTE: A CAC-enabled, digital signature is required here AND in the field to the right.
Smith.John
n.111111
Digitally signed by John.Smith.111111
Date: 2023.08.08 12:18:25 -04'00'

21 End-User (FIRST MI LAST, RANK/GRADE, USAF)
Jane Doe, Maj, USAF
↓ NOTE: A CAC-enabled, digital signature is required here AND in the field to the left.
Doe.Jane
.222222
Digitally signed by Jane.Doe.222222
Date: 2023.08.10 14:27:13 -04'00'

22 Primary TPOC Signature (FIRST MI LAST, RANK/GRADE, USAF)
Good, Michael, SSgt, USAF
↓ NOTE: A CAC-enabled, digital signature is required here.
Good.Mich
ael.333333
Digitally signed by Michael.Good.444444
Date: 2023.08.12 08:55:49 -04'00'

By signing this memorandum, you acknowledge you understand, accept, and will abide by the full terms and conditions outlined in the TPOC Designation Section.

NOTE: If you are actively planning to change jobs, PCS, separate, or retire within the next 6 months, please identify another TPOC to support this effort.

**Images are for educational purpose only.
Always reference afwerx.com for current memorandum language and requirements.*

CM: IMPORTANT INFORMATION



Your proposal is limited to a single customer memorandum with three digital, CAC-enabled signatures

- Must be labeled for 24.7/E Phase II and 25.5 Release 8 D2P2
- Multiple memorandums with individual signatures are **NOT** accepted and may result in disqualification
- Scans, photos, and image reproductions of the form are **NOT** accepted as they do not allow for digital signature verification
- There is a DSIP limit of 5MB for files submitted as part of Volume 5 including the CM
- Avoid using Adobe Distiller to complete or modify the form - we suggest using Adobe Acrobat to mitigate data corruption issues

Failure to comply with these requirements may be grounds for disqualification.



FOCUSED OPEN TOPIC

FOCUSED OPEN TOPIC: WHAT IS IT?

Defining a Focused Open Topic:

Focused Open Topic strategically guides innovation towards broad mission critical areas, increasing the relevance of proposals compared to general solicitations. This approach encourages novel commercial solutions within those defined areas, fostering innovation aligned with strategic objectives.

| SPECIFIC TOPIC EXAMPLE | FOCUSED OPEN TOPIC EXAMPLE | OPEN TOPIC EXAMPLE |
|--|---|--|
| <p>RFP: We are looking for technology that can staunch the bleeding of wounds received in austere environments.</p> <p>Proposed solution examples: Updated tourniquet, wound pressure system, clotting agent, etc.</p> | <p>RFP: We are looking for any technology that can be used for combat casualty care.</p> <p>Proposed solution examples: Medevac transportation, clotting agent, exoskeleton brace, new monitoring system for vitals, etc.</p> | <p>RFP: We are looking for any dual-use technology that can benefit our Airman and Guardian.</p> <p>Proposed solution examples: Combat care, updated communications systems, a weapons deflection system, eVTOLs, etc.</p> |

**This slide is an example of where Focused Open Topic might fit into the DAF SBIR/STTR ecosystem. It is not meant to show specific technologies that will be funded.*

FOCUSED OPEN TOPIC: SHOULD I APPLY?

Should my small business apply to Open Topic or Focused Open Topic?

AFX255-DPCS05 Focused Open Topic, Airman Health and Medical Technologies covers proposed solutions in the four (4) **USAF** sub-topic categories*:

1. Biotechnology
2. Combat Casualty Care
3. Military Infectious Diseases
4. Medical Readiness

Proposals that fall within the Airmen Health and Medical Technology, USAF subcategories, as defined in AFX255-DPCSO5 (Focused Open Topic), **cannot** submit to the general open topics (AFX255-DPCSO3 or AFX255-DPCSO4). Such submissions to AFX255-DPCSO3 or AFX255-DPCSO4 **will not be evaluated**.

All other qualifying proposed solutions should submit to the D2P2 Open Topic AFX255-DPCS03 (USAF) or AFX255-DPCS04 (USSF).

**Definitions for these sub-topic categories are defined in the topic instructions for AFX255-DPCSO5.*

FOCUSED OPEN TOPIC: PROPOSAL DIFFERENCES

Differences in Focused Open Topic Proposals:

Proposals for Focused Open Topic are very similar to Open Topic, but will have two (2) additions to the Airmen Health and Medical Technologies Topic:

1. Applicants shall identify which of the four (4) sub-topics the proposed solution addresses; Biotechnology, Combat Casualty Care, Military Infectious Diseases, and Medical Readiness.
2. Applicants shall provide a narrative stating how their proposed solution meets the requirements of one (1) or more of the four (4) stated subcategories.



25.5 RELEASE 8 RESOURCES

25.5 RELEASE 8: WHAT'S NEXT

- **Proposals due Thursday, 05 June 2025 @ Noon ET**
 - Do not wait until the end of the submission period to submit proposal materials
 - All proposals must be submitted via DSIP (<https://www.dodsbirsttr.mil/>)
- **Be familiar with evaluation criteria**
 - Commercialization potential
 - Defense need
 - Technical merit

25.5 RELEASE 8: SOLICITATION

QUESTIONS

Contracting Officer: Mr. Ryan DeBonis

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

Open Period for Questions: **May 7, 2025 - May 21, 2025 4:00pm ET.** *DAF does not intend to answer solicitation questions received late.*

Question Submission: Questions shall be emailed to ryan.debonis.1@us.af.mil, daniel.brewer.13@us.af.mil, and solicitations@afwerx.af.mil.

Government Responses: DAF intends to release a consolidated list of received questions and their respective answers on approximately May 23, 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 RELEASE 8: ADMIN QUESTIONS

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

Admin Question Open Period: Solicitation open period (7 May 2025 - 5 June 2025 - *Dates are subject to change*)

Question Submission: Questions shall be emailed to ryan.debonis.1@us.af.mil, daniel.brewer.13@us.af.mil, and solicitations@afwerx.af.mil.

Responses: Applicants will receive direct email responses.

25.5 RELEASE 8: DSIP QUESTIONS

Issues related to website navigation and proposal submission processes

DSIP Question Open Period: Solicitation open period (7 May 2025 - 5 June 2025 - *Dates are subject to change*)

Email questions to: DoDSBIRSupport@reisystems.com

Responses: DSIP helpdesk will respond directly to applicant questions.

25.5 RELEASE 8: SOLICITATION

RESOURCES

Customer Memorandum 24.7/E Phase II and 25.5 Release 8 D2P2 required Form:

https://afwerx.com/wp-content/uploads/AFWERX-SpaceWERX-Customer-Memorandum-Form_AFRL-2025-2303.pdf

Regulatory compliance 24.7/E Phase II and 25.5 Release 8 D2P2 required Form:

https://afwerx.com/wp-content/uploads/Regulatory-Compliance-Form-w-Flight-Activity_20250505.pdf

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

<https://afwerx.com/divisions/ventures/open-topic/>

25.5 RELEASE 8: ADDITIONAL RESOURCES

SBIR.gov Tutorials

<https://www.sbir.gov/tutorials/>

Defense SBIR/STTR Innovation Portal (DSIP)
Tutorials

<https://www.dodsbirsttr.mil/submissions/learning-support/training-materials>

Defense SBIR/STTR Innovation Portal (DSIP)
Home Page

<https://www.dodsbirsttr.mil>

AFWERX.com:

<https://afwerx.com/>

Ventures Webinar Series

<https://afwerx.com/divisions/ventures/weekly-webinar-series/>

Open Topic Phase II Team

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CONTACT US: BRANCH ORGBOXES

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- Specific Topic: usaf.team@afsbirsttr.us
- STRATFI/TACFI: stratfi.tacfi@afwerx.af.mil



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