

# American Competitive Initiative Conference for Hispanic Service Institutions

23-25 April 2006



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# THE RESEARCH GRANT PROCESS



## OVERVIEW

- **BACKGROUND**
- **RESEARCH INTERESTS OF AFOSR**
- **BAA's**
- **PROPOSAL PREPARATION ISSUES**
- **PAYMENT**
- **REPORTING**
- **ADMINISTRATION CHANGES**
- **QUESTIONS**



## BACKGROUND

- **Air Force Office of Scientific Research (AFOSR)**
  - Falls under Air Force Materiel Command (AFMC) and Air Force Research Laboratory (AFRL)
  - Mission: to expand the horizon of scientific knowledge through its leadership and management of the Air Force's basic research program
    - Support AF goals of control and maximum utilization of air and space
    - Manage the discovery and initial development of the leading edge of research while identifying potential new concepts and opportunities that will serve the AF in the future



## RESEARCH INTERESTS OF AFOSR

- **General & Specialized Broad Agency Announcements (BAA)**
  - AFOSR's website: <http://www.afosr.af.mil>
    - AFOSR overview
    - Research opportunities
    - Conferences and workshops
    - How to apply for a grant or contract
      - Proposal submittal instructions
- All BAAs are published in Fed Biz Ops and/or Federal Grant Opportunities (Grants.gov)



## PROPOSAL PREPARATION ISSUES

### Standard Form 424 (R&R) Budget Form

- "Detailed" Budgets as needed with explanation page
  - **SALARIES** - Proposed level of effort and dollar amounts
  - **PERMANENT EQUIPMENT**
    - Office equipment (general purpose computers) cannot be purchased as a direct cost for administrative/general purposes



## PROPOSAL PREPARATION ISSUES

- **OTHER DIRECT COSTS**
- **Rate Agreement Information**
- **Revised budgets also require “details”**  
**“RARELY REQUESTED”**



## PROPOSAL PREPARATION ISSUES (Cont'd)

- **Subawards/Subcontracts – need to provide these budgets**
- **Cost sharing, if formal, cost need to be detailed**
- **Government Furnished Equipment or Property**



# THE RESEARCH GRANT PROCESS



## PROPOSAL PREPARATION ISSUES (Cont'd)

- Need to provide location if work won't be performed at Contractor/ grantee or sub's facilities**
- Foreign Research/Sensitive information**
- If not using Grants.Gov, Reference BAA to which you are responding, to ensure proper consideration**
- Include Correct Business Office Contact Information (name, phone number & email address)**





## PROPOSAL PREPARATION ISSUES (Cont'd)

- **Certifications**
- **Period of Performance**
  - **Requested Start Date**
  - **End of Performance period (30 Nov)**
    - **Coincides with AFOSR expenditure requirements**



## PROPOSAL PREPARATION ISSUES (Cont'd)

- Animal/Human Use Assurance



## PAYMENT

- **Scheduled Payments**
  - 3 month increments IAW funding needs
  - Improves expenditure rate
- **Invoices (SF 270)**
- **Payment Problems should be addressed to AFOSR/PKC (Johnny Paras) at (703)696-7285 or [Johnny.paras@afosr.af.mil](mailto:Johnny.paras@afosr.af.mil) or [pkcontracting@afosr.af.mil](mailto:pkcontracting@afosr.af.mil)**



## REPORTING (Research Grants)

- **Annual performance report due on anniversary date of award**
- **Final performance report due 90 days after the period of performance**
- **Final patent report due 90 days after the period of performance**
- **Final Fiscal Report due 90 days after the period of performance**



## REPORTING

- Failure to submit reports may impact future awards and/or the exercise of options
  - Delinquent Reports
  - Delinquent Awardee List



## ADMINISTRATION CHANGES

- **Electronic Delivery of Reports –**
- **Annual technical reports are going to be due on anniversary date of award instead of 1 September each year –**
- **List report due dates in grant document**



## ADMINISTRATION CHANGES (Cont'd)

- **Additional work proposed to an on-going effort must be within the scope/intent of original agreement**
- **Extension Requests**
  - **Provide sufficient justification**
  - **Include amount of unexpended funds**
  - **Submitted in a timely manner**



# THE RESEARCH GRANT PROCESS



## **BAA 2007-1**

- **AFOSR RESEARCH INTEREST**

- **SPECIAL PROGRAMS**

- Small Business Technology Transfer Program (STTR)
- Historically Black Colleges and Minority Institutions (HBCU/MI) Program
- University Research Initiative (URI) Programs
- Defense University Research Instrumentation Program (DURIP)
- Multidisciplinary Research Initiative Program (MURI)
- Defense University Research Initiative on Nano Technology (DURINT)
- Critical Infrastructure Protection (CIP) and High Confidence, Adaptive Software (SW) University Research Initiative
- Department of Defense Experimental Program to Stimulate Competitive Research (DEPSCoR)
- Presidential Early Career Award in Science & Engineering (PECASE)
- AF Program in Partnerships for Research Excellence and Transition (PRET)
- Conferences and Workshops

**SEE SPECIFIC BAA FOR DETAILS ON HOW TO PROPOSE.**





# THE RESEARCH GRANT PROCESS



- **QUESTIONS AND ANSWERS**