

APPENDIX 1

**CERTIFICATION OF COMPLIANCE
WITH
END USER LICENSING AGREEMENTS (EULA),
TERMS of SERVICE (ToS)
AND
CODE of CONDUCT (CoC)**

CERTIFICATION OF COMPLIANCE
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END USER LICENSING AGREEMENTS (EULA),
TERMS of SERVICE (ToS)
AND
CODE of CONDUCT (CoC)

I **[Insert name of Principle Investigator]** hereby certify that the **[Insert name of research project]** in support of the IARPA Reynard Program agrees to be bound by terms of any EULA, ToS, and CoC associated with the virtual worlds (VW) used as part of this research. This agreement extends to all members of the **[insert name of research project]** research team and third party contractors.

I certify that all **[insert name of research project]** researchers will have signed a statement that they have read and will comply with the EULA, ToS, and CoC, and that these statements will be kept on file and available for review by IARPA.

In the event that any proposed **[insert name of research project]** research method violates some section of the EULA, ToS, or CoC, I will provide the IARPA/Reynard Program Manager with a copy of the written waiver from the VW vendor prior to initiating research activities.

In the event that a VW vendor revokes a EULA or TOS waiver, I will immediately notify the IARPA Reynard Program Manager, and discontinue the research method that required the waiver until the issue is resolved.

[Signature of Principle Investigator] [Date]

[Name of Principle Investigator]

[Name of Research Project]

APPENDIX 2

SAMPLE COVER SHEET

for

VOLUME 1: Technical/Management Details

BROAD AGENCY ANNOUNCEMENT (BAA)

Reynard Program

IARPA-BAA-09-05

IARPA-BAA-09-05	
Date of Proposal Submission	
Lead Organization/Company Name (Submitting Proposal)	
Contractor Reference Number, if any	
Type of Business (large business, small disadvantaged business, other small business, HBCU, MI, other educational or other nonprofit)	
Team Member(s)/Organization	
Name(s) of Each Team Member	
Name(s)/Organization Name(s) of Principal Investigator(s)	
Proposal Title	
Research areas (Avatars & Representation, Communication, Things that Avatars Do, Group Formation & Dynamics, Money & Economics, Cultural Differences)	
Research Methodologies (e.g., Observational, Experimental, Log Analysis, Survey, Case Study, Other (describe)	
Technical Point of Contact Name (First Name, Last Name)	
Mailing Address (organization information, street, city, state, zip code)	
Phone Number	
Fax Number	
E-mail Address	
Administrative Point of Contact Name (First Name, Last Name)	
(Admin Contact) Mailing Address	
Phone Number	
Fax Number	
E-mail Address	
OCI Waiver or Certification included? Yes/No	
If no, reason for not including?	
One or more Academics Organizations on team? Yes/No	
If yes, Academic Institution	

Acknowledgement Statement included for each Academic Organization? Yes/No	
Cost Sharing Information, if any	
Proposed Cost (Base Period) \$	
Proposed Cost (Option Period) \$	
Total Proposed Cost \$	

APPENDIX 3

SAMPLE COVER SHEET

for

VOLUME 2: Cost Proposal

BROAD AGENCY ANNOUNCEMENT (BAA)

Reynard Program

IARPA-BAA-09-05

IARPA-BAA-09-05	
Date of Proposal Submission	
Lead Organization/Company Name (Submitting Proposal)	
CAGE Code	
DUNS/CEC Number	
TIN Number	
Contractor Reference Number, if any	
Type of Business (large business, small disadvantaged business, other small business, HBCU, MI, other educational or other nonprofit)	
Team Member(s)/Organization Name(s) of Each Team Member	
Type of Business of each team member (large business, small disadvantaged business, other small business, HBCU, MI, other educational or other nonprofit)	
Sub-contractor Information	
Proposal Title	
Research areas (Avatars & Representation, Communication, Things that Avatars Do, Group Formation & Dynamics, Money & Economics, Cultural Differences)	
Research Methodologies (e.g., Observational, Experimental, Log Analysis, Survey, Case Study, Other (describe))	
Technical Point of Contact Name (First Name, Last Name)	
Mailing Address (organization information, street, city, state, zip code)	
Phone Number	
Fax Number	
E-mail Address	
Administrative Point of Contact Name (First Name, Last Name)	
(Admin Contact) Mailing Address	
Phone Number	
Fax Number	
E-mail Address	
Offeror's cognizant Defense Contract	
Management Agency (DCMA) administration office or equivalent cognizant contract administration entity	

(if known): name, address, phone number	
Offeror's cognizant Defense Contract Audit Agency (DCAA) audit office or equivalent cognizant contract audit entity (if known): name, address, phone number	
Award Instrument (Cost-plus-fixed-fee (CPFF), cost-contract/no fee, cost sharing contract/no fee, other type of procurement contract (<i>specify</i>))	
Places and periods of performance	
Proposal Validity Period (minimum 90 days)	
Proposed Cost (Base Period) \$	
Proposed Cost (Option Period) \$	
Total Proposed Cost \$	

APPENDIX 4

SAMPLE ACADEMIC INSTITUTION ACKNOWLEDGEMENT LETTER OF ODNI INTELLIGENCE COMMUNITY FUNDING

**Reynard Program
IARPA-BAA-09-05**

-- Please Place on Official Letterhead --

<insert date>

To: Mr. Thomas Kelso
Chief Acquisition Officer
ODNI/IARPA
Office of the Director of National Intelligence
Washington, D.C. 20511

Subject: Academic Institution Acknowledgement Letter

Reference: Executive Order 12333, As Amended, Para 2.7

This letter is to acknowledge that the undersigned is the responsible official of <insert name of the academic institution>, authorized to approve the contractual relationship in support of the Office of the Director of National Intelligence's Intelligence Advanced Research Projects Activity and this academic institution.

The undersigned further acknowledges that he/she is aware of the Intelligence Advanced Research Projects Activity's proposed contractual relationship with <insert name of institution> through <insert solicitation #> and is hereby approved by the undersigned official, serving as the president, vice-president, chancellor, vice-chancellor, or provost of the institution.

<Name>
<Position>

Date

Copy Furnished:
Mr. John Turnicky
Chief, ODNI Contracts
Office of the Director of National Intelligence
Washington, DC 20511