

Amendment Number 0001: Questions and Answers

Broad Agency Announcement 13-023

“Fiscal Year 2014 Office of Naval Research Young Investigator Program”

The purpose of Amendment Number 0001 is to provide answers to questions received under BAA 13-023, entitled “Fiscal Year 2014 Office of Naval Research Young Investigator Program”, and provide additional information as follows.

Q#1: Should the project start date be listed as 5/01/2014 (as per page 7 of the BAA) or 05/15/2014 (as per page 11 and 12 of the BAA)?

A#1: The project start date should be 15 May 2014.

Q#2: Also, page nine (9) of the BAA states the following: "Discuss the limit on the number of pages for Volume I with the cognizant Program Officer." Please confirm there is no page limit for Volume I and that each respective applicant must contact cognizant Program Officer for discussion on length.

A#2: The page limit for Volume 1 is twenty-five (25) pages, including the cover page, table of contents, current/pending support, principal investigator's CV, and the required letter of support.

Q#3: First, the RFP states that the three-year budget should be broken down over four budget periods (page 11). My question is about the justification that will accompany the budget. Does it matter if the budget justification is done over the same four budget periods, or should it be for the three year period (Year 1, Year 2, Year 3), or is it up to our discretion?

A#3: It is up to offeror discretion.

Q#4: Grants and other agreements do not include the delivery of software, prototypes, and other hardware deliverables." Could you please let me know whether it is associated with the paragraph before or after? Do I need to provide “Management Approach” and “Current and Pending Project and Proposal Submissions” regardless of types of deliveries of my proposal?

A#4: This paragraph is associated with the paragraph above in which deliverables are discussed. The Management Approach and Current and Pending Project and Proposal Submissions are sections of the proposal.

Q#5: Do we need to provide a ‘cover page’ to the budget justification?

A#5: The budget justification is incorporated as part of the cost proposal, and does not require a separate cover page.

Q#6: I understand that we are to provide budget in 4 budget periods for the 3 year project, and we are to use a start date of May 15 2014. My question – Should we use those budget periods in the Research & Related budget section?

A#6: See Question #3 above.

Q#7: Is there is standard template for the technical proposal (volume 1) as well as cost proposal (volume 2) that ONR expects PI to use?

A#7: Information regarding the required format is available on pages 8 through 12 of the BAA.

Q#8: For technical proposal, can you clarify on the required sections? Specifically, for "Future Naval Relevance (where applicable)", should it be included within "Technical Approach and Justification" or should it be a separate section?

A#8: The "Future Naval Relevance", where applicable, should be included in a separate section of the Technical Proposal.

Q#9: In the BAA, I saw the section "Technical Approach and Justification", should I include the proposed work plan in this section or will there be a separate section such as "statement of work"?

A#9: The proposed work plan should be incorporated as part of the Technical Approach and Justification.

Q#10: I have a question related to the institute letter of support mentioned in the BAA, page 3. Do you know if this is the letter of support is to be provided by the department head or is it something that needs to be prepared by our Office of Sponsored Programs?

A#10: The BAA states that the supporting letter must be submitted "through the appropriate university officials." Determining the appropriate university officials is an internal university policy and not dictated by ONR.

Q#11: My budget administrator is not clear regarding the format for Volume 2: Cost Proposal Part 2, which is described as follows:

“Part 2: Cost breakdown by Government fiscal year and task/sub-task corresponding to the same task breakdown in the proposed Statement of Work. When options are contemplated, options must be separately identified and priced by task/subtask.”

She is unable to find a template on the ONR website for this section.

Could you please provide more information on the requirements for this section for grants of this type.

A#11: The cost proposal template is available at Grants.gov.

Q#12: I am writing to inquire about how and whether to include the \$25K in potential matching funds in the Young Investigator application. Do we include the \$25K in the budget and provide details in the scope of work, or do we simply state that, if awarded, the University would request \$25K matching funds from the Navy to support X research?

A#12: Do not incorporate the \$25K in matching funds in the budget. You may state that, if awarded, the university would request this amount in matching funds.

Q#13: Where in the application package does the targeted ONR division and sub-division need to be identified?

A#13: On the first page of the SF 424, in blocks 4(a) and 4(b).
