

**AMENDMENT 0001**  
**BAA 09-001**  
**LONG RANGE BROAD AGENCY ANNOUNCEMENT (BAA) FOR NAVY AND**  
**MARINE CORPS SCIENCE AND TECHNOLOGY**

NOTIFICATION: The following information is being provided for proposals submitted through the Grants.gov portal at <http://www.grants.gov/>. As of the end of January 2009 Grants.gov will no longer accept grant/cooperative agreement proposals using the PureEdge Forms. Current BAAs which provide for receipt of proposals after 31 JAN 09 are being amended to incorporate a new Adobe Forms based application package template. From this point forward no BAAs may be issued using the PureEdge Forms based application package templates.

Accordingly, Section IV. “APPLICATION AND SUBMISSION INFORMATION”, Subsection 5, entitled “**Submission of Grant and Cooperative Agreement Proposals through Grants.gov**” is hereby revised by removal of the Grants.gov requirement for using PureEdge Forms as well as to add language concerning the process for requesting a waiver for the requirement to submit grant and cooperative agreement proposals through Grants.gov as follows:

**“5. Submission of Grant and Cooperative Agreement Proposals through Grants.gov**

(NOT APPLICABLE TO PROPOSALS FOR CONTRACTS AND OTHER TRANSACTION AGREEMENTS)

Detailed instructions entitled “Grants.gov Electronic Application and Submission Information” on how to submit a Grant or Cooperative Agreement proposal through Grants.gov are under the Acquisition Department — Submitting a Proposal section of the website at [http://www.onr.navy.mil/02/docs/FY09\\_GrantsGovApp\\_and\\_Submission\\_Information.pdf](http://www.onr.navy.mil/02/docs/FY09_GrantsGovApp_and_Submission_Information.pdf). Grant and cooperative agreement proposals shall be submitted through [Grants.gov](http://www.grants.gov/) using the mandatory Grants.gov form(s) from the application package template associated with the BAA on the Grants.gov website. The use of the optional forms from the application package template associated with the BAA is highly encouraged. To be considered for award, applicants must include the ONR Department Code in Block 4 entitled ‘Federal Identifier’ of the Standard Form (SF) 424 R&R. Enter the cognizant the Department Code that best relates to your proposal in Block 4 (Federal Identifier) of the SF 424 R&R to ensure that it is properly routed to the correct Program Office. Only one Department Code may be selected. Choose at the sub-Department level wherever possible (i.e., for parent ONR Code 30, you should select at the 301, 302 or 303 level if possible). A list of the Department Codes can be found at <http://www.onr.navy.mil/> on the right side of the screen. If there is a specific ONR Program Officer to whom you wish to direct the proposal, enter the Department Code followed by the Program Officer’s name. Applicants who fail to provide a Department Code identifier may receive notification that their proposal submission has been rejected.

White Papers (pre-proposals) should not be submitted through the Grants.gov Apply process but rather should be sent directly to ONR. White paper submissions should be emailed directly to the appropriate ONR Program Officer.

By completing Blocks 18 and 19 the Grant Applicant is providing the certification on lobbying required by 32 CFR Part 28. Refer to Section VI, 'Award Administration Information' entitled "Certifications" for further information.

For electronic submission of grant and cooperative agreement full proposals, there are several one-time actions that must be completed in order to submit an application through Grants.gov. These include obtaining a Dun and Bradstreet Data Universal Numbering System (DUNS) number, registering with the Central Contract Registry (CCR), registering with the credential provider, and registering with Grants.gov. See [www.grants.gov](http://www.grants.gov), specifically [www.grants.gov/GetStarted](http://www.grants.gov/GetStarted).

Use the Grants.gov Organization Registration Checklist at [http://www.grants.gov/applicants/register\\_your\\_organization.jsp](http://www.grants.gov/applicants/register_your_organization.jsp) which will provide guidance through the process. Designating an E-Business Point of Contact (EBiz POC) and obtaining a special password called 'MPIN' are important steps in the CCR registration process. Applicants who are not registered with CCR and Grants.gov should allow at least 21 days to complete these requirements. The process should be started as soon as possible. **All attachments to grant applications submitted through Grants.Gov must be in Adobe Portable Document Format. Proposals with attachments submitted in word processing, spreadsheet, or any format other than Adobe Portable Document Format will not be considered for award.** Any questions relating to the registration process, system requirements, how an application form works, or the submittal process must be directed to Grants.gov at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov).

**Special Notice Relative to Grant Applications to be submitted through Grants.Gov:**

**Process to Obtain a Waiver from the Use of Grants.Gov for Submission of Full Grant Proposals: If a prospective grantee is unable to comply with the requirement to use Grants.Gov "APPLY" for submission of a grant or cooperative agreement application under this BAA or finds it would be an excessive burden to comply with this requirement, a waiver request may be submitted not less than 30 calendar days prior to the closing date for receipt of Full Proposals. Such request should be submitted by the Electronic Business Point of Contact listed in the CCR for the organization and should contain the Organization/Individual's name, address, telephone number, and email address. The request should state the reason for the request in sufficient detail so a decision can be made. The Waiver Request should be submitted to the ONR Acquisition Department point of contact or Grants Officer listed in the BAA. Such request can be sent by registered mail or email. The "postmark" stamp on the envelope or the time annotated on the email will be used to determine timeliness of the request. A decision and response will be issued within 14 calendar days of receipt of the request by ONR. Foreign Grantees who are not registered in CCR may request a waiver on that basis since CCR registration is integral to the Grants.Gov application process**