# Attachment 2 white paper template

***NOTE: minimum font size is 11-pt***

**Title of Project**

**Proposer Identification:** Clearly identify (by organization): Prime contractor or, if no prime, entities with which SCRA will be establishing a contractual relationship. Include all other organizations who will participate.

**Concept Description:** **What** problem is being solved; what are the expected benefits? Avoid going into too much background detail. Identify industry members who have agreed to support this effort indirectly (e.g., list organizations that have agreed to participate in a survey or provide needed data)

* There is an industry need that is not being met
* There is an industry need to change an existing practice
* Develop new technology/ practice in ship construction

**Project Goals and Objectives:** **Why** it is being done? Provide goals and objectives that support why. Avoid going into detail about the benefits, covered in a subsequent section. Write to senior executives who may not be familiar with narrow technical details.

* Improve welding rate from x to y
* Reduce costs associated with procedure x

**Methods and Procedures Required for Accomplishing Goals and Objectives:** **How** are the project’s goals/objectives going to be accomplished and **who** is doing what? **Outline a simple statement of work**. Panel members/ consultants/ shipyard team should perform the majority of the effort. For projects that include a survey, provide evidence of a commitment by the selected audience to participate in the survey.

* Assemble a committee to work on
* X
* Y
* Z
* Panel members to review….

**Previous and Current Related Work:**  How does your project build on, complement, or differentiate itself from previous and current work in this area? Try to answer, in advance, the question “hasn’t this already been done by someone else?” that inevitably comes up when a proposed project is dealing in the same technical area as previous projects conducted by NSRP or other R&D activities.

* This project will take the results from project X and make them better by….
* This project will help project X by providing them with XXX which is beyond their project scope
* This project is different from project X because…

**Deliverables:** What is the tangible output of this project? Who is the intended audience/user?

* Guidelines that any industry member can use to implement X
* New process to handle steel plate processing

**Benefits and ROI:** A requirement for this solicitation is to identify project metrics, including a plan to realize the benefits of achieving project goals. Describe metrics applicable to the project that will measure the benefit of the proposed condition compared to the as-is condition, and the means by which the project team will collect those metrics during the duration of the project.

This section describes the business opportunity that your project will address. Include likely products, target market, potential customers (e.g., specific Navy platforms), size of market opportunity, avenues for broad diffusion of benefits, and rationale for your choices.

Predicted cost reductions are to be expressed in dollars, and should be based on well-defined metrics that will demonstrate a quantifiable ROI. Where exact numbers are not available the project team should derive reasonable estimates by making – and explaining – assumptions based on historical cost information, past experience, and/or comparisons to similar innovations/processes. If applicable, generic data may be used in lieu of actual information considered to be company-proprietary. Basics and source of cost information shall be included.

**Customer Involvement:** Project should identify and include involvement of appropriate SEA05/Technical Warrant Holder (TWH) personnel. If there is no SEA05/TWH involvement, provide an explanation as to why not.

**Technology Transfer and Implementation Approach:** How will the results of this project be made available to the industry at large? How will the intended audience/user be targeted? What platforms will benefit from the results? Assuming a successful outcome to the R&D effort, what specific plans are there for implementation in one or more shipyards?

* Panel meeting or workshop will be held in X to showcase results
* Results posted to a website that can be accessed by X with the following restrictions
* Training on the new process will be offered to key supervisors of U.S. shipyards

**Expected Duration** Overall duration, in months **[No more than 12 months]**

**Program Funds:** Bottom line proposed funding request **[No more than $150K]**

**Cost Share**: Bottom line industry cost share. Cost share is not required and will not be used as an evaluation factor. If the team chooses to donate cost share and meeting participation will be used, include **only** project steering/review committee meeting (separate from panel meetings) labor, travel and other expenses.