***NOTE: Minimum font size is 11 pt***

**Title of Project:** Provide a brief descriptive title that allows the reader to identify what is unique in that project.

**Offeror Identification:** Clearly identify by organization, Prime Contractor POC name, title, email address, and phone number. Include POC information for all other organizations who will participate including Government organizations (e.g., NRL, NSWC).

**Problem Statement/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

There is an industry need to develop new technology/ practice in ship construction and/or ship repair

**Project Goals and Objectives:** **Why** is the project 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 breakdown of the work activities (task descriptions) of the proposed project**. All panel members/consultants/shipyard team members/Government agency employees that will perform the effort should be named in this section. For example:

Develop technical requirements with XX group…

Fabricate test articles using…

Conduct testing in accordance with XX…

Analyze test results using XX and review with YY…

Present results to panel membership and other appropriate audiences…

**Previous and Current Related Work:**  How does the project build on, complement, or differentiate itself from previous and current work in this area? This will avoid 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. Offerors shall identify previous, current or follow-on NSRP Projects by Title and Agreement Number (refer to [NSRP Project Portfolio](https://www.nsrp.org/project-portfolio/)).

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…

**Project Benefits:** This section describes the business opportunity that your project will address. Include new product(s) and/or improved operation(s) or process(es), and the intended beneficiar(ies) of the project. A statement of intended benefits is mandatory. This statement should clearly demonstrate why the project is most compelling amongst all other projects under consideration.

Where defined metrics for the intended benefit are available, provide these in terms of dollars savings and a return on investment (ROI) within a three- to five-year period. Include assumptions or bases of estimates used in determining the ROI.

**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

**Customer Involvement:** Offeror should identify and include involvement of appropriate Navy representatives, such as NAVSEA 05 staff or field organizations, including the Technical Warrant Holder(s) (TWHs). Offeror ***must*** provide the name and contact information for the Government point of contact who agreed to provide specific task effort in the Statement of Work and/or oversight. If there is no such involvement, provide an explanation as to why not. If there is any issue with obtaining this information, offerors should contact the NAVSEA NSRP Program Engineer, Mr. Howard Franklin, at [howard.l.franklin@navy.mil](mailto:howard.l.franklin@navy.mil) or (202) 781-2171 for early coordination.

Please keep in mind that, if you will utilize testing/lab work associated with some of these Government field organizations (specifically working capital-funded organizations), they might need funding. This funding comes from NSRP and needs to be documented to ensure that they are funded for their effort along with the rest of the team members. Include necessary Government funding where indicated in the “Team Members” section of the project’s cost table.

**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? What steps need to be completed before the results of the project can be used (include any actions that would need to be taken in a follow-on project)? 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

Shipyards X and Y have indicated a demand for this technology or capability subsequent to successful project completion

**Expected Duration** Overall duration, ***must*** be in months **[Must not exceed 12 months]**

**Program Funds:** Bottom line proposed funding request **[Must not exceed $150K]**

**Cost Share**: Bottom line industry cost share. Cost share is not required and will not be used as an evaluation factor. If the offeror 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.