

NOTE:

- *Minimum font size is 11 pt*
- *Cover page and endorsements are not included in the three page limit*

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 Technical and Contracts POCs' names, email addresses, and phone numbers. Include Technical POC information for all other organizations who will participate including Government organizations (e.g., NRL, NSWG).

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). Examples of problems that need to be solved include:

- 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. Examples of specific project goals and objectives are:

- 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/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](#)).

- 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 beneficiary(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). ROI calculations should be based on the predicted cost reduction for a 5-year period that starts at initial implementation or one year after the project concludes, whichever is earlier. 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? Types of deliverables can include:

- 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 NAVSEA05 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 oversight or will provide specific task effort in the Statement of Work. 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.franklin9.civ@us.navy.mil or (202) 781-2171 for early coordination.

Please keep in mind that, if the proposed effort will utilize efforts (testing, lab work, etc.) by Government field organizations (specifically working capital-funded organizations), these efforts might require funding for these government organizations. This funding is provided by the NAVSEA NSRP Program Office, and must be included under the \$150,000 ceiling. This funding must also be documented on the Supporting Cost Table ([Attachment 2](#)) to ensure that the Government participants are funded along with the team members. Include necessary Government funding where indicated in the "Team Members" section of the project's cost table ([Attachment 2](#)).

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? Examples include:

- 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 contribute cost share, and meeting participation will be used, include **only** project-specific steering/review committee meeting labor, travel and other expenses. This project-specific labor would be separate from more generic panel meeting participation labor.