**DARPA-SCA-24-01 Artificial Intelligence x Biological Technologies Office**

**White Paper Template**

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*Use of this template is mandatory for all white paper submissions to this solicitation.*  This document must include all components described herein and must be submitted in .pdf, .odx, .doc, or .docx formats. All submissions must be written in English and all pages shall be formatted for printing on 8-1/2 by 11-inch paper with 1-inch margins and font size not smaller than 12 point. Font sizes of 8 or 10 point may be used for figures, tables, and charts.

**Submission Deadline:** October 9, 2024, 4:00 PM EDT

**Submission Portal:** <https://usg.valideval.com/teams/aibto_2024/signup>

White Papers must not exceed 5 pages. Anything over 5 pages will not be considered when deciding whether to invite proposers to submit a Pitch Day Presentation package and participate in Pitch Day.

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| --- | --- |
| **Page limit includes:** | **Page limit does NOT include:** |
| All figures, tables, charts | Title Page |
| Proposed Approach  Technical Ability and Proposer Qualifications  Estimated Cost | Cover Letter |
| Table of Contents |
| Executive Summary |
| References (Optional) |
| Technical Papers (Optional, no more than 2) |

[ORGANIZATION NAME / LOGO]

**White Paper**

|  |  |
| --- | --- |
| Solicitation Number | DARPA-SCA-21-04 |
| White Paper Title |  |
| Proposer Organization |  |
| Technical Point of Contact (POC) | Name:  Mailing Address:  Telephone:  Email: |
| Administrative POC | Name:  Mailing Address:  Telephone:  Email: |
| Identify which Topic Area has been proposed |  |
| Has the proposer completed or started its SAM.GOV and PIEE registration? (Yes/No and identify which website) |  |
| Is the proposed effort scoped for 6 months or less for each pricing scenario? (Yes/No) |  |
| Estimated Total Cost of Scenario 1 does not exceed $100K and has a performance period of 6 months or less? (Yes/No) |  |
| Estimated Total Cost of Scenario 2 does not exceed $200K and has a performance period of 6 months or less? (Yes/No) |  |
| Estimated Total Cost of Scenario 2 does not exceed $300K and has a performance period of 6 months or less? (Yes/No) |  |
| Will the Proposer’s Principal Investigator be present at the scheduled Pitch Day if invited? (Yes/No) |  |
| Will the Authorized Signatory be available at the scheduled Pitch Day if invited? (Yes/No) |  |

1. ***Title page:*** Proposer Name, Title, AI BTO Technical Area, Unique Entity Identifier (UEI), Date, Point of Contact Name, E-Mail Address, Phone, and Address. The Title Page does not count against the five (5) page limit.
2. ***Cover Letter:*** The proposer must certify that if selected, the Principal Investigator will be available to present the PDP in-person and an authorized signatory will be available at the AI BTO Pitch Day event held in the National Capital Region. The proposer shall also include a statement that no individuals in the proposer’s organization work for DARPA as Scientific, Engineering, and Technical Assistance (SETA); Advisory and Assistance Services (A&AS); or similar support service contractors, as DARPA has a policy prohibiting such individual from working as a technical performer. The proposer should also confirm that they have either completed or have started their SAM.gov and PIEE registration. The cover letter does not count against the five (5) page limit.
3. ***Executive Summary*:** Provide a summary of the technical problem the White Paper seeks to address. This summary shall be stated in the proposer’s own words without any “copy and paste” of this solicitation. The goal is for the proposer to demonstrate clear and quantitative understanding of the AI BTO Technical Area they are responding to and a concise description of their proposed effort. The Executive Summary shall be no more than one (1) page and is not included in the five (5) written page limit.
4. ***Proposed Approach***: Provide a summary of the proposed technical approach to achieve your stated goals as aligned to one of the AI BTO Technical Areas. Methods to address risk must be provided. Highlight the novelty and uniqueness of the proposed work with respect to prior efforts. What are your innovative claims? Clearly state the proposed impact of this effort against the current state of the art.
5. ***Technical Ability and Proposer Qualifications***: Detail why the proposer believes their team has the ability to be successful at achieving the goal(s) of the proposed effort. The proposer may include past experience, organizational capabilities, team members’ qualifications, or anything else that demonstrates competence in designing and demonstrating desired outcomes.
6. ***Fixed Amount Support***: Include the total labor, and estimated materials and ODCs. Proposers must present three pricing options in $100,000 increments up to $300,000. These options must build on each other so that total costs do not exceed $300,000 of Government funding. This may be presented as no more than half a page narrative or table and is included in the five (5) written page limit.
7. ***References***: Provide a list of citations, references, or end notes. References are not included in the five (5) written page limit.

Proposers may attach a maximum of two technical papers to the submission and are not counted towards the five (5) page limit. A cover page for Proprietary Information is not counted towards the five (5) page limit.