

3-20-2019

## FY 2020 Air Force Young Investigator Program (YIP) Deconstruct 3.20.19

Lynnette Hentges

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# Fiscal Year 2020 Air Force Young Investigator Research Program (YIP)

Funding Opportunity Announcement (FOA): FOA-AFRL-AFOSR-2019-0003

Deadline: Monday, 03 Jun 2019 at 11:59 PM Eastern time

Attachment Formatting	
Allowed Fonts	Times New Roman or Garamond, 10, 11, or 12 point
Margins	1 inch on all sides
Line Spacing	1.5-line spacing
File Format	PDF (without password protection)

Mark proposal and proposal sections that contain proprietary or confidential information using the protective legend found at [FAR 52.215 - 1\(e\)](#) - Instructions to Offerors -- Competitive Acquisition modified to permit release to outside evaluators.

- Components created by author
- Required only for applications meeting indicated conditions

Component	Type & Length	Required Content
<b>R&amp;R SF424 Cover Sheet</b>	Form	Complete all required fields in accordance with the “pop-up” instructions on the SF 424 (R&R) form.
Field 2		Leave “Applicant Identifier” blank.
Field 3		Leave “Date Received by State” and “State Application Identifier” blank.
Field 9		If not pre-populated, list <b>Air Force Office of Scientific Research</b> as the reviewing agency.
Field 16		Check <b>No</b> and <b>Program is Not Covered by Executive Order 12372</b> .
Field 17		Select <b>I Agree</b> to: <ul style="list-style-type: none"> <li>• Provide the certification regarding lobbying that is required by 31 U.S.C. 1352 as implemented by DoD in 32 CFR Part 28.</li> <li>• Certify that all statements in the proposal, your Representation for Tax Delinquency, Felony Conviction, and Internal Confidentiality Agreements are true, complete, and accurate to the best of your knowledge.</li> </ul>
Field 18		Attach the completed D.3.b. Representation for Tax Delinquency, Felony Conviction, and Internal Confidentiality Agreements.
<b>Project/Performance Site Location(s)</b>	Form	Complete all information as requested.
<b>R&amp;R Other Project Information</b>	Form	
Fields 1, 1a	 PDF	<ul style="list-style-type: none"> <li>◇ Address all prospective human subject involvement by answering these questions.</li> <li>◇ Additional documentation pursuant to National Policy and U.S. Air Force standards is required for all proposals with human use or involvement. <ul style="list-style-type: none"> <li>◇ Send inquiries about AFOSR requirements by email directly to the AFOSR Research Protections Officer at <a href="mailto:afosrharpo@us.af.mil">afosrharpo@us.af.mil</a> with a copy to the Program Officer for the announcement topic</li> </ul> </li> </ul>
Fields 2, 2a	 PDF	<ul style="list-style-type: none"> <li>◇ Address all prospective animal subject and/or recombinant deoxyribonucleic acid (rDNA) involvement by answering these questions.</li> <li>◇ Additional documentation pursuant to National Policy and U.S. Air Force standards is required for all proposals with animal or rDNA use or involvement. <ul style="list-style-type: none"> <li>◇ Send inquiries about AFOSR requirements by email directly to the AFOSR Research Protections Officer at <a href="mailto:afosrharpo@us.af.mil">afosrharpo@us.af.mil</a> with a copy to the Program Officer for the announcement topic</li> </ul> </li> </ul>
Fields 4a, 4b, 4c, 4d	 PDF(s)	<ul style="list-style-type: none"> <li>◇ For any proposal that has an actual or potential impact on the environment, answer <b>Yes</b> and provide the answers and attachments required for fields 4b, 4c, and 4d.</li> <li>◇ Additional documentation in accordance with National Policy and U.S. Air Force standards is required for any proposal with an actual or potential impact on the environment.</li> </ul>

Component	Type & Length	Required Content
<b>Field 7: D.3.e. Publicly Releasable Abstract</b>	PDF 300 words or less	<ul style="list-style-type: none"> <li>◊ In the header, include <b>Program Officer's name</b> and <b>office symbol</b> from section G.1. Technical Inquiries and Questions. (<i>p. 28 of FOA</i>)</li> <li>◊ Mark this abstract as publicly releasable.</li> <li>◊ Use terms the public can understand to describe:               <ul style="list-style-type: none"> <li>• research objective</li> <li>• technical approach</li> <li>• anticipated outcome</li> <li>• potential impact of the specific research</li> </ul> </li> </ul> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">           Abstracts of awards are published on a searchable website available to the general public in accordance with Public Law 113-235. The website address is <a href="https://dodgrantawards.dtic.mil/grants/#/home">https://dodgrantawards.dtic.mil/grants/#/home</a>.         </div>
<b>Field 8: D.3.f. Project Narrative</b>	PDF  20 total:  Statement of Objectives [1 page]  +  19 additional pages (including figures & tables)	<p><b>The narrative must be complete and self-contained to qualify for review.</b></p> <ul style="list-style-type: none"> <li>• <b>Identify the topic area and program officer your proposed research falls under.</b></li> <li>• <b>Describe any environmental impacts of your research outside the laboratory</b> in any appropriate narrative section, including how compliance with environmental statutes and regulations will be ensured.</li> <li>• <b>Clearly describe the research, including research objective and approach.</b></li> </ul> <p><i>Include the following elements:</i></p> <p><b>(1) Statement of Objectives</b> [Single page titled "Statement of Objectives"].</p> <ul style="list-style-type: none"> <li>◊ Summarize the proposed research.</li> <li>◊ Use active verbs, e.g., "conduct" research in a subject area, "investigate" a problem, "determine" to test a hypothesis.</li> </ul> <p><b>(2) Research Effort</b> Describe the planned research in detail.</p> <ul style="list-style-type: none"> <li>◊ State the research objectives, approach, and the relationship and comparable objectives to research progress elsewhere.</li> <li>◊ Describe your research team's knowledge in the field.</li> <li>◊ Discuss the nature of the expected results.</li> </ul> <p><b>(3) Principal Investigator (PI) and Senior Personnel Time</b></p> <p>(a) Provide estimates of the time the PI and other senior professional personnel will devote to the research.</p> <ul style="list-style-type: none"> <li>◊ Include information pertaining to the proportion of time anticipated devoted to this research, to other research, and to other commitments of time such as sabbatical, extended leave, and teaching duties.</li> </ul> <p>(b) State the number of graduate students for whom each senior staff member is responsible.</p> <p>(c) <span style="background-color: #e0e0e0; padding: 0 2px;">■</span> <b>If:</b> the PI or other key personnel has current, pending, or expected research supported by other sponsors or agencies during the period for which support is requested,</p> <p style="padding-left: 40px;"><b>Then:</b> state the title of the other research, proportion of time to be devoted to it, amount of support, name of agency, dates, etc.</p> <p style="padding-left: 40px;">(This information is in addition to the required Current and Pending Support attachment to the R&amp;R Senior/Key Person Profile form.)</p> <p><b>(4) Facilities</b></p> <p>(a) Describe the facilities available for performing the proposed research, and any additional facilities or equipment the organization proposes to acquire at its own expense for the work.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">           The project narrative will be evaluated using the criteria listed in section E.1. Criteria. (<i>pp. 21-22 of the FOA; also listed at end of this document</i>). To demonstrate maximum competitiveness, show strength in as many of the evaluation and selection areas as practicable.         </div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">           This statement of objectives may be incorporated into the award as a description of the work instead of incorporating the whole technical proposal.         </div>

Component	Type & Length	Required Content
		<p>(b) Indicate any government-owned facilities that will be used. Indicate any government-owned equipment possessed presently that will be used.</p> <ul style="list-style-type: none"> <li>◊ The facilities contract number, or in absence of a facilities contract, the specifics of the facilities or equipment, and the number of the award under which they are accountable are required.</li> </ul> <p>(c) Government Furnished Equipment</p> <ul style="list-style-type: none"> <li>◊ List any special government-owned property or test equipment required to complete the research.</li> <li>◊ When possible and practicable, give a description or title for each item, the current location, and an estimated cost as applicable.</li> <li>◊ If information about individual items is not available, group required items by class and provide an estimate of values.</li> </ul> <p><b>5) High Performance Computing Requirements</b></p> <ul style="list-style-type: none"> <li>■ <b>If:</b> high performance computing cycles are needed to meet the needs of the proposed research, <b>Then:</b> address utilization of DoD high performance computing resources</li> </ul> <p><b>(6) Support of Permanent Resident Status for Foreign National Principal Investigators</b></p> <ul style="list-style-type: none"> <li>■ <b>If:</b> the PI is a foreign national that has U.S. permanent resident status, <b>Then:</b> provide the following information: <ul style="list-style-type: none"> <li>(1) Full name and any other names used</li> <li>(2) Country or countries of citizenship</li> <li>(3) Date and place of birth</li> <li>(4) Permanent Resident Card (Green Card) type</li> <li>(5) Green Card issue and expiration date</li> </ul> </li> </ul>
<b>Field 9: D.3.g. Bibliography &amp; References Cited</b>	PDF No page limit	Provide full bibliographic information for all references cited in the narrative.
<b>Field 10: Facilities &amp; Other Resources</b>	■ PDF No page limit	If needed, supplement <i>D.3.f. Proposal Narrative</i> facilities and resources section by attaching a Facilities and Other Resources description document.
<b>Field 11: Equipment Justification</b>	■ PDF No page limit	If needed, supplement <i>D.3.j. Budget Justification</i> by attaching an Equipment Justification. <ul style="list-style-type: none"> <li>• Do not duplicate information included in budget justification.</li> </ul> If Equipment Justification is attached, reference the attachment in the budget justification.

You may be eligible to use DoD high performance computing resources at no cost to your research.

This program provides access to a range of state-of-the-art high performance computing assets and user training opportunities that can be used in some of our awards; special terms and conditions apply. Find details, capabilities, and requirements of the program at <http://www.hpcmo.hpc.mil>.

Program Officers will help you establish an account if your proposal is selected for an award, and can answer questions before you submit your proposal.

Component	Type & Length	Required Content
<b>Field 12: D.3.m Data Management Plan</b>	 PDF ≤ 2 pages	You can decide if you want to include a Data Management Plan with your application. <b>If included, plan must discuss:</b> (a) The types of data, software, and other materials to be produced in the course of the project, and include a notation marking items that are publicly releasable (b) How the data will be acquired (c) Time and location of data acquisition if they are scientifically pertinent (d) How the data will be processed (e) The file formats and the naming conventions that will be used (f) A description of the quality assurance and quality control measures during collection, analysis, and processing (g) If existing data are to be used, a description of their origins (h) A description of the standards to be used for data and metadata format and content (i) Plans and justifications for archiving the data (j) The timeframe for preservation (k) If for legitimate reasons the data cannot be preserved, a justification, citing such reasons.
<b>R&amp;R Senior/Key Person Profile (Expanded)</b>	Form(s)	Beginning with the PD/PI, provide a profile for each proposed Senior/Key Person. Key persons are generally the PI and senior staff.
<b>Biographical Sketch(es)</b>	PDF(s) No page limit	For each Senior/Key Person, attach: ◊ a short biographical sketch ◊ list of significant publications
<b>Current &amp; Pending Support</b>	PDF No page limit	For each Senior/Key Person, attach a list of Current and Pending Support. ◊ For each project (both present and pending) include: <ul style="list-style-type: none"> <li>• research title</li> <li>• objectives</li> <li>• approach</li> <li>• budget</li> </ul>
As they become known, send any changes in Current and Pending Support to the Program Officer indicated on the Publicly Releasable Abstract.		
<b>R&amp;R Budget</b>	Form	◊ Provide all information requested. ◊ Estimate the total research project cost. ◊ Categorize funds by year. ◊ Provide separate annual budgets for projects lasting more than one year.
<b>Field K: Budget Justification</b>	PDF No page limit  Budget justification and supporting documentation must be combined into a single file attachment	Provide a detailed budget justification for each year that clearly explains the need for each item. <b>(1) Travel</b> State: <ul style="list-style-type: none"> <li>◊ For each trip proposed: purpose, number of travelers, destination, duration</li> <li>◊ Number of trips</li> <li>◊ Basis for calculating costs such as airlines and hotels.</li> </ul> <b>(2) Materials, supplies, and equipment</b> List all material/equipment by type and kind with associated costs. <ul style="list-style-type: none"> <li>◊ Indicate what your costs are based on, such as vendor quotes, historical data and/or engineering estimates.</li> <li>◊ Include vendor quotes and/or catalog pricing data.</li> <li>◊  <b>If:</b> Equipment Justification is attached,  <b>Then:</b> reference the attachment. (Attachment should not duplicate information included in budget justification.)</li> </ul>

Component	Type & Length	Required Content
		<p><b>(3) Subawards</b></p> <p>■ If: there are any subaward(s),  <b>Then:</b> describe how subaward costs were determined to be fair and reasonable.  (Your business office usually makes this determination.)</p> <p><b>(4) Government rate agreement</b></p> <p>■ If: a Government rate agreement is used to propose indirect cost rates and/or fringe benefit rates,  <b>Then:</b> attach a copy of the agreement used.</p>
<b>R&amp;R Project / Performance Site Locations Form</b>	Form	<p>Complete all information as requested.</p> <ul style="list-style-type: none"> <li>• Include the ZIP+4 for each performance location listed.</li> </ul>
<b>R&amp;R Personal Data Form (Optional)</b>	Form	<p>◊ Info on this form is used by AFSOR to understand demographic information about senior and key persons identified in applications.</p> <p>◊ AFSOR does not consider information on this form as part of the evaluation or selection process.</p>

**APPLICATION REVIEW INFORMATION** (FOA pp. 21-22)

AFSOR’s overriding purpose in supporting research is to advance the state of the art in areas related to the technical problems the U.S. Air Force encounters in developing and maintaining a superior U.S. Air Force; lowering cost and improving the performance, maintainability, and supportability of U.S. Air Force weapon systems; and creating and preventing technological surprise.

*To demonstrate maximum competitiveness, show strength in as many of the evaluation and selection areas as practicable.*

CRITERIA		No further evaluation criteria or criterion will be used for proposal selection.
<p><b>Principal Evaluation and Selection Criteria</b></p> <p>(1) The technical merits of the proposed research and development; and</p> <p>(2) Potential relationship of the proposed research and development to Department of Defense missions.</p>		<p>◊ The two principal evaluation and selection criteria are of equal importance to each other.</p> <p>◊ The combined principal selection criteria are more important than the additional evaluation and selection criteria.</p>
<p><b>Additional Evaluation and Selection Criteria</b></p> <p>(1) The likelihood of the proposed effort to develop new research capabilities and broaden the research base in support of U.S. national defense; and,</p> <p>(2) The applicant, principal investigator, team leader(s), and key personnel qualifications, capabilities, related experience, facilities, or techniques, or a combination of these factors, that are integral to achieving United States Air Force objectives.</p>		<p>◊ The two additional evaluation and selection criteria are of equal importance to one another.</p> <p>◊ The additional evaluation and selection criteria when combined are of lesser importance than the principal evaluation and selection criteria.</p>