

**ARMED FORCES PEST MANAGEMENT BOARD (AFPMB)**



**BROAD AGENCY ANNOUNCEMENT (BAA)  
FOR THE PROTECTION OF DEPLOYED MILITARY PERSONNEL FROM  
THREATS POSED BY DISEASE-CARRYING INSECTS**

**AFPMB  
BAA 15-01  
August 4 2015**

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## II. INTRODUCTION

The Armed Forces Pest Management Board (AFPMB) is soliciting pre-proposals for original and innovative research designed to develop new interventions for protection of deployed military personnel from diseases caused by arthropod-borne pathogens and to improve control of filth flies. Diseases of significant concern include malaria, dengue fever, chikungunya fever, and other arboviruses. The program supports development of: (1) new toxicants or the adaptation of existing toxicants to relevant vectors; (2) new insecticide application techniques; and (3) new personal protection tools that prevent human-vector contact (excluding work on topical repellents). Ideally the research would support the development, evaluation, and registration of new insecticides, or improved formulations of existing insecticides for vector control, new technology or enhanced modalities of personal protection from biting arthropods, or would improve the efficacy and sustainability of equipment for application of pesticides for vector control in a military operational environment. Research should be product oriented, consisting of basic or applied research related to a particular product, evaluation of experimental products for military uses, or research directed towards development of an existing product for commercial manufacture. The research must be primarily applicable to the military but products should be transferable to civilian uses. Program consists of competitive grants open to PIs from academia, industry, and military entomologists.

This Broad Agency Announcement (BAA) is intended to solicit pre-proposals for AFPMB for those parts of development not related to the development of a specific system or hardware procurement in accordance with Title 2, Subtitle A, Chapter II, Part 200 CFR. The purpose of this BAA is to identify the best available science, and as such, there are no set-asides associated with any awards resulting from this BAA. Specific areas of interest are described in the “Areas of Interest” section of this BAA. This Announcement provides a general description of project areas, including specific areas of interest, general information, evaluation and selection criteria, and proposal preparation instructions. All documentation and or Attachments that are required with the submission of a full proposal, if requested, are described in the Mandatory Proposal Forms section of this announcement.

Pre-proposals are sought from all eligible sources, including educational institutions, nonprofit organizations, and private industry. Generally, this announcement is continuously open; preliminary proposals (preproposals) may be submitted and will be evaluated at any time throughout the year. The availability of funds may limit the ability of the U.S. Government to make awards in specific areas, nevertheless preproposals are sought under this BAA announcement for areas consistent with the mission areas identified in Section V of this announcement.

This announcement of the AFPMB’s current interests will be posted on the Grants.gov web portal (<http://www.grants.gov/>), the Federal Business Opportunity website (<http://www.fedbizopps.gov>), Natick Contracting Division (<http://www3.natick.army.mil/AFPMBBAA.aspx>) and the AFPMB website (<http://www.afpmb.org>). From time to time, this BAA may be amended with special announcements or calls for proposals. Additionally, the application process may be amended as other electronic application processes are implemented. All amendments to this BAA will be announced on the websites shown above.

Potential applicants are encouraged to discuss their proposal ideas with the AFPMB technical contacts listed in Section IV, paragraph G. Federal Awarding Agencies Contacts. Administrative questions concerning the preparation of preproposals or proposals should be addressed to U.S. Army Contracting Command Natick Contracting Division/ Grants Officer. They should be emailed to [usarmy.detrick.cbms.mbx.baa@mail.mil](mailto:usarmy.detrick.cbms.mbx.baa@mail.mil), faxed to 301-619-5069, ATTN: AFPMB BAA 15-01, or mailed to the following address:

Army Contracting Command – Natick Contracting Division, Ft  
Detrick ATTN: AFPMB BAA 15-01/ACC-APG-NCD  
110 Thomas Johnson Dr.

Ft. Detrick, MD 21702

Issues with submitting applications through the Grants.gov web portal should be directed to the Grants.gov help desk at 1-800-518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center hours of operation are Monday-Friday, 7 AM to 9 PM Eastern Standard Time. Please note preproposal (white paper) submissions should not be posted to Grants.gov.

The Catalog of Federal Domestic Assistance (CFDA) can be accessed online at <https://www.cfda.gov>. The online CFDA provides access to a database of all Federal programs available to the grant community, including state, local and tribal Governments, academia and research institutions, commercial firms and not-for-profits. Included on the web site are contact information for the office that administers each program, instructions on how to apply for assistance, and several proposal writing guides. The CFDA number for this announcement is 12.355.

PLEASE NOTE THAT THIS ANNOUNCEMENT IS NOT FOR THE ACQUISITION OF TECHNICAL, ENGINEERING, CONSULTING OR OTHER TYPES OF SUPPORT SERVICES

### III. ACRONYMS

ACC-APG- NCD	Army Contracting Command-Aberdeen Proving Ground- Natick Contracting Division
ACURO	Animal Care and Use Review Office
AOR	Authorized Organizational Representative

BAA	Broad Agency Announcement
CFDA	Catalog of Federal Domestic Assistance
CFR	Code of Federal Regulations
CLINs	Contract Line Item Numbers
CWBS	Contract Work Breakdown Structure
DoD	Department of Defense
D-U-N-S®	Data Universal Number System
EPA	Environmental Protection Agency
EPLS	Excluded Parties List System
EFT	Electronic Funds Transfer
FCCM	Facilities Capital Cost of Money
FOIA	Freedom of Information Act
FY	U.S. Government Fiscal Year, which begins October 1
HRPO	Human Research Protection Office
IMS	Integrated Master Schedule
NIOSH	National Institute of Occupational Safety and Health
OMB	Office of Management and Budget
OSD	Office of the Secretary of Defense
P.L.	Public Law
POC	Point of Contact
RDT&E	Research, Development, Test, and Evaluation
RFFP	Request for Full Proposal
R&R	Research and Related
SAM	System For Award Management
SF	Standard Form
SOW	Statement of Work
USC	U.S. Code
WBS	Work Breakdown Structure

## **IV. GENERAL INFORMATION**

### **A. Program Description**

The AFPMB contemplates the award of Grants or Cooperative Agreements under this BAA in support of its Deployed Warfighter Protection (DWFP) Research Program mission to develop and validate novel methods to protect United States Military members deployed abroad from threats posed by disease-carrying insects. The purpose of this BAA is to identify the best available science, and as such, there are no set-asides associated with any awards resulting from this BAA due to the impracticality of reserving discrete or severable areas/elements of development in the cited areas of interest or to inapplicability.

### **B. Federal Award Information**

Grants/Cooperative Agreements. Consistent with statutory authority, funds may be awarded by AFPMB to stimulate or support a public purpose consistent with the broad AFPMB objectives. These efforts should be intended for scientific study and experimentation directed toward advancing the state-of-the-art or increasing knowledge or understanding, rather than focusing on a specific system or product. By submitting a proposal and accepting an award, the recipient organization is certifying that the Project Manager and other investigators' credentials have been examined and verified to ensure that the investigators are qualified to conduct the proposed study, and if applicable, to use humans or animals as research subjects in accordance with all federal and institutional guidelines and regulations. A Cooperative Agreement is used to enter into the same kind of relationship as a grant, except that substantial involvement is expected between the DoD and the recipient when carrying out the activity contemplated by the cooperative agreement.

This term "Cooperative Agreement" does not include "Cooperative Research and Development Agreements" as defined in 15 USC 3710a.

No fee or profit is allowed on Grants or Cooperative Agreements awarded by the Department of Defense. The U.S. Army Contracting Command Aberdeen Proving Ground Natick Contracting Division, Fort Detrick (ACC-APG Natick), which provides contracting support to the DWFP, will process proposals selected for funding. Offerors may identify the type of instrument that they feel best suits the proposed effort. An Offeror's suggestion regarding suitable type of instrument does not obligate the government to employ the suggested instrument type.

### **C. Eligibility Information**

To protect the public interest, the Federal Government ensures the integrity of Federal programs by only conducting business with responsible recipients. The ACC-APG Natick Contracting Division uses the System for Award Management (SAM) to exclude recipients ineligible to receive federal awards. Grant funds are generally awarded via cost-reimbursement or periodic scheduled payments, in accordance with the negotiated payment schedule included in the award document.

Recipient organizations should meet certain minimum standards pertaining to institutional support, financial resources, prior record of performance, integrity, organization, experience, operational controls, facilities and conformance with safety and environmental statutes and regulations in accordance with Title 2, Subtitle A, Chapter II, Part 200 CFR .

Investigators are cautioned that awards are made to organizations, not individuals. A Project Manager must submit a proposal through, and be employed by, an organization in order to receive support. Should the Project Manager of a funded project leave the recipient institution, both the Project Manager and institution must contact ACC-APG Natick Contracting/Grants Officer as soon as possible to discuss options for continued support of the project. Every effort should be made to notify ACC-APG Natick prior to the Project Manager leaving the institution.

Organizations located outside of the U.S. may submit in response to the BAA, however, it is the organizations' responsibility to ensure that the project staff is able to complete the work without intercession by the DoD for a J-1 Visa Waiver on behalf of a foreign national in the United States. In addition, the U.S. Government will not provide funds to support scientists from countries which support terrorism.

Funding may be provided incrementally during the life of the award. Under cost-reimbursement type awards, payments are made in response to monthly vouchers or invoices submitted by the awardee.

As to grants, the primary basis for the selection of proposals is based upon evaluation of technical merit, programmatic relevance, and the availability of funds.

Detailed information on proposal evaluation and selection is located in section IV, E, Application Review Information.

### **1. Conflict of Interest**

There are certain post-employment restrictions on former Federal officers and employees as defined in 18 USC 207 and FAR 3.104-4(c). If a submitter believes a post-employment restriction or conflict of interest exists, the situation should be discussed with the ACC-APG Natick legal staff prior to expending time and effort in preparation of a proposal. Contact can be made through the general mail box email address.

### **2. Disclosure of Information Outside The Government**

Proposals may be disclosed outside of the U.S. Government subject matter experts for the sole purpose of technical and programmatic evaluation. The AFPMB obtains a written agreement from the evaluators that information in the proposal will only be used for evaluation purposes and will not be further disclosed. Proposals for funded projects will be subject to public release under the Freedom of Information Act to the extent that they are incorporated into an award document; proposals that are not selected for funding will not be subject to public release.

### **3. U.S. Government Obligation**

Only a warranted Grants or Agreements Officer may obligate the U.S. Government to the expenditure of funds for awards under this BAA. The U.S. Government does not fund preparation of proposals or support work efforts or tasks that are inferred from discussions with technical project officers.

### **4. Information Service**

Submitters may use the technical reference facilities of the Defense Technical Information Center (DTIC) to acquire information of U.S. Government funded projects to avoid duplication of scientific and engineering effort. The Defense Technical Information Center (DTIC) is responsible for collecting all scientific or technological observations, findings, recommendations, and results derived from Department of Defense endeavors. Requests for eligibility and registration

information should be addressed to DTIC-BC Registration, 8725 John J. Kingman Road, Ft. Belvoir, VA 22060-6218, or may be obtained at <http://www.dtic.mil>.

## **D. Application and Submission Information**

### **1. Preproposals**

Organizations are strongly encouraged to explore AFPMB interest by submitting a preliminary proposal (preproposal). Preproposals may be submitted at any time describing a specific idea or project that pertains to any of the advanced development areas of interest outlined in the BAA. Preproposals should be no longer than three pages, and include a description of the relevant technology including supporting data, the scope of the proposed effort including a high-level Work Breakdown Structure (WBS), and a description of the proposer's research, development, manufacturing, past performance, or other special qualifications. The preproposal should include an anticipated cost for the efforts described in the preproposal. Preproposals should be submitted to the following email address: [usarmy.detrick.cbms.mbx.baa@mail.mil](mailto:usarmy.detrick.cbms.mbx.baa@mail.mil). Brochures or other descriptions of general organizational or individual capabilities will not be accepted as a preproposal. All preproposals will be assigned an identification number and confirmed by email, sent to acknowledge receipt of a preproposal. Usually, the Project Manager of the submitting organization should receive a decision letter or email regarding the preproposal within 60-90 days of submission.

In accordance with the United States Government Policy for Oversight of Life Sciences Dual Use Research of Concern (DURC) released 29 March 2012, research being proposed which falls under the definition of DURC, "life sciences research that, based on current understanding, can be reasonably anticipated to provide knowledge, information, products, or technologies that could be directly misapplied to pose a significant threat with broad potential consequences to public health and safety, agricultural crops and other plants, animals, the environment, materiel, or national security", must be identified in the Offeror's preproposal. If a full proposal is then requested by the Government, risk mitigation of this concern shall be included as part of the Risk Management Plan of the Technical proposal section (see section V.B.3.e) of this document.

### **2. Full Proposals**

If the preproposal is accepted, ACC-APG Natick Contracting Division will send a Request For Full Proposal (RFFP) and specify any additional requirements. The U.S. Government reserves the right to reject submissions received more than 45 days after the request for a full proposal from the U.S. Government. Receipt of full proposals will be acknowledged by email. The Proposal Log Number for the full proposal will be the same number used for the preproposal (if one was submitted).

Full proposal information contained on the Natick Website must accompany full proposal submissions. Full proposals may be submitted without protocols for human and animal use; however, protocols with required institutional approvals must be submitted not later than 60 days after award to demonstrate continued progress and ensure continuation of payment. The grants office may make exceptions in situations where human and/or animal use is not expected to begin until after the first year of the award. In such cases, a time frame for submission of the appropriate protocols should be established during discussions/negotiations, prior to award.

There are no specified funding limitations identified for the proposals submitted under the AFPMB BAA. The budget should commensurate with the nature and complexity of the proposed effort.

An award decision should be forwarded by the U.S. Government within 180 days after submission. Be advised that at the time of publication of this BAA there are no funds identified for award, and any award(s) are predicated on the availability of funds.

### **3. Application Instructions**

#### **a. General Formatting Guidelines**

Applications for awards under this BAA shall be clear and legible, and must conform to the following general formatting guidelines:

- i.** Elaborate proposals with high-gloss paper, vivid colors, detailed artwork, or other embellishments are unnecessary and not desired.
- ii.** Paper: Pages shall be 8.5 x 11 inches, single sided, with each page numbered “X of Y pages.”
- iii.** Margins: Minimum of 1 inch on all sides.
- iv.** Type Font: 12 point Times New Roman, single spaced.
- v.** Contract Work Breakdown Structure (CWBS) and Integrated Master Schedule (IMS)/Gantt Charts: The minimum CWBS expected is Level 4. The IMS shall document the critical path and predecessor tasks.
- vi.** Acronyms: Spell out all acronyms the first time they are used. One page of the proposal body is allocated to spell out acronyms, abbreviations and symbols.
- vii.** Language: English.
- viii.** Electronic file format: PDF, compatible with Adobe Acrobat Reader v. 8.0. File size less than 20 MB.
- ix.** Electronic Files in MS 2010 of higher.
- x.** All electronic files shall be named as follows: (Offeror Name)\_BAA\_15-01\_(File)\_Date. Example” XYZ\_BAA\_15-01\_SF424\_30Jul15

#### **b. Grants and Cooperative Agreements**

The Federal Financial Assistance Management Improvement Act of 1999, also known as P.L. 106-107, was enacted on November 20, 1999. The purposes of the Act are to (1) improve the effectiveness and performance of Federal financial assistance programs, (2) simplify Federal financial assistance application and reporting requirements, (3) improve the delivery of services to the public, and (4) facilitate greater coordination among those responsible for delivering services.

Grants.gov is an E-Government initiative to provide a simple, unified electronic storefront for interactions between grant applicants and the Federal agencies that manage grant funds. The grant community, including state, local and tribal governments, academia and research

institutions, commercial firms and not-for-profits, can access the annual grant funds available across the Federal Government through one website, Grants.gov. In addition to simplifying the grant application process, Grants.gov also creates avenues for consolidation and best practices within each grant-making agency. Further information regarding registering with Grants. Gov is available at:  
<http://www.grants.gov/web/grants/applicants.html>

In compliance with P.L. 106-107, ACC-APG requires proposals submitted for a grant award in response to the BAA to be submitted through Grants.gov. This requires that organizations register in Grants.gov to submit proposals through the Grants.gov portal. Individual Project Managers DO NOT register; however, the Authorized Organizational Representative (AOR) is required to register. The registration process can take several weeks so please register as soon as possible.

Organizations that submit a preproposal or “white paper” and are subsequently invited to submit a full proposal under the BAA may be directed to submit through Grants.gov. Early planning with your organization will facilitate this process. Issues in submitting applications through the Grants.gov portal should be directed to the Grants.gov help desk at 1-800-518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center hours of operation are Monday-Friday, 7 AM to 9 PM Eastern Standard Time.

**i.** The following actions are required as part of the registration process. If you do business with the Federal Government on a continuing basis, it is likely you have already completed some of the actions, e.g., obtaining a Data Universal Number System (D-U-N-S®) D-U-N-S® Number. An organization will need a D-U-N-S® Number. A D-U-N-S® Number is a unique nine-character identification number provided by the commercial company Dun & Bradstreet (D&B). If an organization does not have a D-U-N-S® Number, an authorized official of the organization can request one by calling 1-866-705-5711 Monday-Friday from 7 AM to 8 PM Central Standard Time or online via <http://fedgov.dnb.com/webform>. Organizations located outside of the United States, can request and register for a D-U-N-S® Number online via <http://fedgov.dnb.com/webform>.

**ii.** SAM. An organization must be registered with the System for Award Management (SAM) before submitting a grant application through Grants.gov or receiving an award from the Federal Government. SAM validates applicant information and electronically shares the secure and encrypted data with federal agencies' finance offices to facilitate paperless payments through Electronic Funds Transfer (EFT). You can register with SAM on line at <https://sam.gov>. If you have the necessary information, online registration will take about 30 minutes to complete, depending upon the size and complexity of your organization, but you should allow 7-10 days after you submit before your registration is active in SAM. Offerors are encouraged to register as soon as possible after receiving this BAA announcement.

### **c. Full Proposal Preparation for Grants**

**i.** A complete proposal package includes all required forms and attachments completed, including the full project proposal and attachments 1 - 6. The definitive list of required forms is identified at <http://www.grants.gov/> and available on the Natick website, <http://www3.natick.army.mil/AFPMBBAA.aspx>, and shall include:

1. Standard Form (SF) 424 (Research and Related [R&R])  
Application for Federal Assistance.

2. R&R Budget.

3. R&R Subaward Budget Attachment(s) Form (if needed).

4. R&R Project/Performance Site Location(s).

5. R&R Senior/Key Person Profile.

6. R&R Other Project Information. These forms are included in the proposal package.

**ii. Research Involving Animals.** Awards funded by the DoD require a second tier review for the use of animals prior to implementation. Therefore, the Project Manager must address all pertinent issues relating to the use of animals in the proposed work effort. Include the required assurances, approvals, forms and description in the proposal addenda entitled "Research Involving Animals," as specified on the Animal Care and Use Review Office (ACURO) website [https://mrmc.amedd.army.mil/index.cfm?pageid=research\\_protections.acuro\\_requirements](https://mrmc.amedd.army.mil/index.cfm?pageid=research_protections.acuro_requirements). Full proposals may be submitted without protocols for animal use; however, protocols and required institution approvals must be submitted not later than 60 days after award to ensure continuation of payments. The contracting office may grant exceptions in situations where animal use is not expected to occur until after the first year of the project. In such cases, a time frame for submission of the appropriate protocols should be established during discussion/negotiations.

**iii.** In conducting research using humans and/or human anatomical substances, the investigator is required to include approvals, forms and information specified on the HRPO website: [https://mrmc.amedd.army.mil/index.cfm?pageid=research\\_protections.hrpo](https://mrmc.amedd.army.mil/index.cfm?pageid=research_protections.hrpo).

#### **d. Regulations and Forms**

**i.** The CFR is available at <http://www.gpoaccess.gov/cfr>.

**ii.** The FAR and DFARS are available at website <http://farsite.hill.af.mil>.

**iii.** Title 2, Subtitle A, Chapter II, Part 200 available at <http://www.ecfr.gov/>

**iv.** SAM is available at <https://www.sam.gov>.

**v.** Additional information on attachments is available at the Grants.gov web portal.

### **E. Application Review Information**

#### **1. Evaluation Criteria for Grants and Cooperative Agreements**

Proposals will be evaluated in accordance with Title 2, Subtitle A, Chapter II, Part 200 as appropriate. Proposals received as a result of the BAA shall be evaluated in accordance with

evaluation criteria specified therein through a peer or scientific review process. Written evaluation reports on individual proposals will be necessary but proposals need not be evaluated against each other since they are not submitted in accordance with a common work statement. The primary basis for selecting proposals for acceptance shall be technical, importance to agency programs, and fund availability. Cost realism and reasonableness shall also be considered to the extent appropriate. Full proposals shall be evaluated by AFPMB scientists or other Federal Agency Representatives, and assign ratings based on the following factors (in descending order of importance):

- i.** Technical Merit: The proposed plans, methods, techniques, and procedures must be feasible, clear, valid, adequately referenced, and state-of-the-art. The proposed schedule must be reasonable. Literature searches are recommended for documenting the strengths of the proposed project.
- ii.** Military and Program Relevance: Projects must support the development of new interventions for protection of deployed military personnel from diseases caused by arthropod-borne pathogens and to improve control of filth flies, as described in the “Areas of Interest” portion of this BAA and subsequent amendments. Proposals should address a current requirement and balance or reduce programmatic risk, and explain how the results of this project are expected to impact the intended beneficiaries.
- iii.** Funds Availability: AFPMB must have funds available to support the proposed work.
- iv.** Project Objectives: The stated objectives must be clear, valid and logical. Projects that demonstrate an innovative approach are desired.
- v.** Support of other U.S. Government requirements. The proposal will be evaluated for alignment with other DoD requirements and the development efforts of the United States Department of Agriculture, and the Centers for Disease Control.
- vi.** Key Personnel Qualifications: Document the qualifications, capabilities and experience of the proposed Project Manager and other key personnel in sufficient details to demonstrate that the proposed staff has the knowledge and skills to achieve the proposed objectives.
- vii.** Facilities: Describe the proposed facilities and equipment, or unique combinations of these, in detail to demonstrate that the organization has the necessary facilities required for the accomplishing the proposed objectives.
- viii.** Budget/Cost: The budget must reflect the actual needs of the proposed work and be fully justified so that the U.S. Government can evaluate and determine the cost to be fair and reasonable and commensurate with the complexity and nature of the work proposed. Where applicable, comparative cost will be employed as determined by AFPMB in its discretion.
- ix.** Past Performance: Documented satisfactory performance record. In the case of an offeror without a record of relevant past performance or for whom information on past performance is not available, the offeror may not be evaluated favorably or unfavorably on past performance.

## **2. Selection for Grants**

Any proposal received may be negotiated. After the AFPMB evaluation, proposals recommended for funding will be prioritized. A prioritized listing of alternates may also be prepared when warranted. Subsequent awards depend upon the availability of funds and fulfillment of requirements and priorities determined to exist at the time of award. In some cases, funding priorities may change as certain scientific tasks are addressed and new mission assignments arise. Award may also be dependent upon demonstration by the applicant that they have adequately addressed the following requirements, if applicable to the efforts being proposed:

- i. Research involving Human Subjects/Anatomical Substances (if proposed).
- ii. Research involving Animals (if proposed).
- iii. Facility Safety Plan.
- iv. Certificate of Environmental Compliance.
- v. All required Representations and Certifications are completed and on file.

## **F. Federal Award Administration Information**

### **1. Payments**

Recipients of cost-reimbursable grants must request payment using SF 270. Grants may also include scheduled payments if warranted. Grant recipients must be able to electronically receive funds in accordance with Title 2, Subtitle A, Chapter II, Part 200.

### **2. Information Release**

AFPMB must approve the release of information pertaining to projects funded by AFPMB. Approval must be sought through the cognizant Grants or Agreements Officer. Statement 1 shall be included in all such information releases; Statements 2-6 shall be included if relevant to the work being conducted.

- “This work was supported by the Armed Forces Pest Management Board under the Army Contracting Command – Aberdeen Proving Ground – Natick Contracting Division – Ft. Detrick, Award No. \_\_\_\_\_. Opinions, interpretations, conclusions and recommendations are those of the author and are not necessarily endorsed by the U.S. Army.”
- In conducting research using humans and/or human anatomical substances, the investigator is required to include approvals, forms and information specified on the HRPO website:  
[https://mrmc.amedd.army.mil/index.cfm?pageid=research\\_protections.hrpo](https://mrmc.amedd.army.mil/index.cfm?pageid=research_protections.hrpo)
- “In conducting research using animals, the investigator(s) adheres to the laws of the United States and regulations of the Department of Agriculture.” Include required assurances, approvals, forms and information specified on the ACURO website  
[https://mrmc.amedd.army.mil/index.cfm?pageid=research\\_protections.acuro](https://mrmc.amedd.army.mil/index.cfm?pageid=research_protections.acuro)

- “In the conduct of research utilizing recombinant DNA, the investigator adhered to National Institutes of Health (NIH) Guidelines for research involving recombinant DNA molecules.” (<http://www.nih.gov>)
- “In the conduct of research involving hazardous organisms, the investigator adhered to the Centers for Disease Control (CDC)-NIH Guide for Biosafety in Microbiological and Biomedical Laboratories.” (<http://www.cdc.gov/od/ohs/biosfty/biosfty.htm>)
- “Information” includes, but is not limited to, news releases, articles, manuscripts, brochures, advertisements, still and motion pictures, speeches, trade association meetings, and presentations or posters at scientific conferences, workshops, and symposia.

### **3. Freedom of Information Requests**

The FOIA (5 USC 552) provides a statutory basis for public access to official U.S. Government records. “Records” are defined to include documentation received by the U.S. Government in connection with the transaction of public business. Records must be made available to any person requesting them unless the records fall under one of nine exceptions to the Act <http://www.usdoj.gov/oip>.

When a FOIA request asks for information contained in a successful proposal that has been incorporated into an award document, the submitter will be contacted and given an opportunity to object to the release of all or part of the information that was incorporated. A valid legal basis must accompany each objection to release. Each objection will be evaluated by ACC-APG Natick in making its final determination concerning which information is or is not releasable. If information requested is releasable, the submitter will be given notice of ACC-APG Natick’s intent to release and will be provided a reasonable opportunity to assert available action.

### **4. Site Visits**

AFPMB personnel may visit the award recipients during the project. All visits shall be coordinated with the cognizant Grants or Agreements Officer and are intended for technical discussion and monitoring of progress of the funded project.

### **5. Reports/Meetings/Knowledge Dissemination**

Reports are necessary for continuation of funding. Reporting requirements are determined by the Grants or Agreements officer. Each request for full proposal will state the necessary reports that will be required. The Offeror must price all reports. Reporting requirements may include the following:

- i.** Monthly or quarterly reports that outline the accomplishments and progress for that period.
- ii.** Quarterly In-Process Reviews to discuss findings, accomplishments and direction for the program.
- iii.** SF 425, Federal Cash Transaction Report, filed quarterly when grants with scheduled payments are made.
- iv.** SF 425, Financial Status Report. Required for grants either annually or at project termination.

- v. Annual reports that consist of detailed summaries of scientific issues, accomplishments and animal research usage during the project.
- vi. Final report that details the findings and issues of the completed project.
- vii. Disclosure of subject inventions in accordance with 37 CFR 401 using DD Form 882.
- viii. Copies of all scientific publications as a result of funding.
- ix. Abstracts suitable for publication in relation to planned meetings.
- x. A Program Review may be held annually at the Government's site in which the Recipient will be required to provide briefing charts and an oral presentation on their efforts achieved as a result of Government awarded funding.

### **6. Audits and Cost Principles**

Organizations receiving grants may be audited. Title 2, Subtitle A, Chapter II, Part 200 specifies requirements for Grants.

### **G. Federal Awarding Agency Contacts**

ACC-APG Natick Contracting Division Grant Information POC's:

Sandra J. O'Connell [Sandra.j.oconnell.civ@mail.mil](mailto:Sandra.j.oconnell.civ@mail.mil)

Richard Totten [richard.w.totten2.civ@mail.mil](mailto:richard.w.totten2.civ@mail.mil)

Armed Forces Pest Management Board Technical POC's

LTC Jason Richardson at [Jason.H.Richardson.mil@mail.mil](mailto:Jason.H.Richardson.mil@mail.mil)

Dr. Graham White at [Graham.White@ARS.USDA.GOV](mailto:Graham.White@ARS.USDA.GOV)

## **V. OTHER INFORMATION**

### **1. AFPMB Mission Statements and Areas of Interest**

#### **i. Scope of Proposals Sought**

The goal of the AFPMB's DWFP Research Program is to develop and field new or improved technologies, materials and techniques focused on reducing vector-borne disease risk for those that are deployed overseas. AFPMB is interested in studies on new vector control countermeasures focused on three major areas to control biting insects that transmit force degrading diseases, primarily mosquitoes and sand flies: (1) personal protection technology/systems which prevent insect bites, (2) new or improved vector control technology/methods/systems, and (3) new active ingredients and formulations of public health pest pesticides.

The AFPMB desires solutions that are "leap forward" technologies resulting in dramatic improvements as opposed to incremental improvements which offer only slight

improvements over items that are currently used in the field. In addition, deployed personnel face significant resource constraints and logistical challenges. Therefore, such improvements should take into account the following features:

- User acceptability (for personal protection tools such as repellents)
- Portability (the smaller the size and weight, the better)
- Cost effectiveness (includes initial procurement and operational costs)
- Sustainability (power requirements, fuel source, replacement parts, etc.)
- Labor requirements (autonomous systems are most desired)
- System compatibility (e.g., can integrate with currently fielded systems)
- Efficacy (significant performance improvement over available materials)

## **ii. Mission Areas**

### **1. INSECT BITE PREVENTION TECHNOLOGY FOR PERSONAL PROTECTION**

To prevent insect bites, today's warfighter relies upon permethrin treated uniforms, applying topical repellents to all exposed skin daily, and sleeping under an insecticide treated net. These countermeasures are affordable and effective tools. However, due to low end user acceptability, poor compliance, and increasing concerns of pyrethroid resistance, deployed individuals remain at risk. New tools are needed to overcome these challenges.

### **2. VECTOR CONTROL APPLICATION TECHNOLOGY**

Application of insecticides can be effective at controlling vectors populations when adequately resourced. However, the current tools must be adapted to the local situation and require rare expertise to plan and execute and a significant labor pool to maintain. There are significant knowledge and training gaps and logistical constraints, which routinely prevent effective employment of these tools in the field. To improve the effectiveness and the sustainability of insect control operations in deployed settings, the DWFP is focused on developing updated insect control methods, lighter weight insecticide sprayers, and new application technologies that take advantage of engineering advances such as smartphones and robotics. In addition to materiel solutions/products, DWFP priorities include knowledge products that support vector control and disease risk reduction to include improving current practices used in the field. Solutions may include: next generation insecticide application equipment and control technologies, tools that enable decision makers to efficiently assess risk and effectively target control measures, or pesticide delivery methods that are more effective, efficient, and sustainable in austere or harsh environments.

### **3. NEW ACTIVE INGREDIENTS AND FORMULATIONS OF PUBLIC HEALTH PESTICIDES**

Due to changing regulatory requirements, development of insecticide resistance, and market factors, there are a very limited number of public health pesticides

available for controlling medically important insects such as mosquitoes and sand flies and without additional research and development, the options available to DoD to reduce disease risk will be greatly impacted. Proposals may include work on new insecticide active ingredients, synergists and formulations of residual, barrier, space spray materials for control of mosquitoes, sand flies, filth flies, ticks, mites and other arthropods of military significance. Natural products, bio pesticides, reduced risk chemicals, and chemical which have potential to overcome resistance to existing pesticides are of interest. AFPMB is also interested in replacements for, or supplements to, permethrin as a military uniform/textile insecticidal treatment and volatile active ingredients which disrupt mosquito-human contact by providing area or “spatial” protection (in contrast with topically applied contact repellents).

## VI. ATTACHMENTS AND APPENDICES

### Appendix 1. Application Submission and Receipt Procedures for Grants.Gov

This section provides the application submission and receipt instructions for program applications. Please read the following instructions carefully and completely.

**1. Electronic Delivery.** Grants.gov is an initiative that provides the Grant Community a single site to find and apply for grant funding opportunities. Applicants are encouraged to submit their applications electronically through <http://www.grants.gov/web/grants/applicants/apply-for-grants.html>.

#### **2. The following describes what to expect when applying online using Grants.gov/Apply:**

- a. **Instructions.** On the site, you will find step-by-step instructions which enable you to apply for funds. The Grants.gov/Apply feature includes a simple, unified application process that makes it possible for applicants to apply for grants online. There are five "Get Registered" steps for an Organization to complete at Grants.gov. The information applicants need to understand and execute the steps can be found at <http://www.grants.gov/web/grants/applicants/organization-registration.html>.

Applicants should read through the registration process carefully. The site also contains registration checklists to help you walk through the process. Applicants are recommended to download the checklists and prepare the information requested before beginning the registration process. Reviewing and assembling required information before beginning the registration process will alleviate last minute searches for required information and save time.

- b. **DUNS Requirement.** All applicants applying for funding, including renewal funding, must have a Dun and Bradstreet Universal Data Numbering System (DUNS) number. The DUNS number must be included in the data entry field labeled "Organizational DUNS" on the SF-424 form. Instructions for obtaining a DUNS number can be found at the following website: <http://www.grants.gov/web/grants/applicants/organization-registration/step-1-obtain-duns-number.html>.

- c. **System for Award Management.** In addition to having a DUNS number, applicants applying electronically through Grants.gov must register with the federal System for Award Management (SAM). Step-by-step instructions for registering with SAM can be found here: <http://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html>. All applicants must register with SAM in order to apply online. Failure to register with the SAM will result in your application being rejected by Grants.gov during the submissions process.
- d. **Username and Password.** The next step in the registration process is creating a username and password with Grants.gov to become an Authorized Organizational Representative (AOR). AORs will need to know the DUNS number of the organization for which they will be submitting applications to complete this process. To read more detailed instructions for creating a profile on Grants.gov visit: <http://www.grants.gov/web/grants/applicants/organization-registration/step-3-username-password.html>.
- e. **AOR Authorization.** After creating a profile on Grants.gov, the E-Biz Point of Contact (E-Biz POC) a representative from your organization who is the contact listed for SAM will receive an email to grant the AOR permission to submit applications on behalf of their organization. The E-Biz POC will then log in to Grants.gov and approves an applicant as the AOR, thereby giving him or her permission to submit applications. To learn more about AOR Authorization visit: <http://www.grants.gov/web/grants/applicants/organization-registration/step-4-aor-authorization.html>. To track an AOR status visit: <http://www.grants.gov/web/grants/applicants/organization-registration/step-5-track-aor-status.html>.

Applicants are, therefore, encouraged to register early. The registration process can take up to four weeks to be completed. Therefore, registration should be done in sufficient time to ensure it does not impact your ability to meet required submission deadlines. You will be able to submit your application online anytime after you have been approved as an AOR.

- f. **Electronic Signature.** Applications submitted through Grants.gov constitute a submission as electronically signed applications. The registration and account creation with Grants.gov with E-Biz POC approval, establishes an Authorized Organization Representative (AOR). When you submit the application through Grants.gov, the name of your AOR on file will be inserted into the signature line of the application. Applicants must register the individual who is able to make legally binding commitments for the applicant organization as the Authorized Organization Representative (AOR); this step is often missed and it is crucial for valid submissions.

### **3. Instructions on how to submit an electronic application via Grants.gov/Apply:**

Grants.gov has a full set of instructions on how to apply for opportunities on its website at <http://www.grants.gov/web/grants/applicants/grant-application-process.html>. The following provides simple guidance on what you will find on the Grants.gov/Apply site. Applicants are encouraged to read through the page entitled, "Complete Application Package" before getting started.

Grants.gov allows applicants to download the application package, instructions and forms that are incorporated in the instructions, and work offline. In addition to forms that are part of the application instructions, there will be a series of electronic forms that are provided utilizing Adobe Reader.

- a. **Adobe Reader.** Adobe Reader is available for free to download from on the Download Software page: <http://www.grants.gov/web/grants/support/technical-support/recommended-software.html>. Adobe Reader allows applicants to read the electronic files in a form format so that they will look like any other Standard form. The Adobe Reader forms have content sensitive help. This engages the content sensitive help for each field you will need to complete on the form. The Adobe Reader forms can be downloaded and saved on your hard drive, network drive(s), or CDs.

**NOTE: for the Adobe Reader, Grants.gov is compatible with versions 8.1.1 and later versions. Always refer to the Download Software page for compatible versions. Please do not use lower versions of the Adobe Reader.**

- b. **Mandatory Fields in Adobe Forms.** In the Adobe Reader forms you will note fields that will appear with a background color on the data fields to be completed. These fields are mandatory fields and they must be completed to successfully submit your application.
- c. **Completion of SF-424 Fields First.** The Adobe Reader forms are designed to fill in common required fields such as the applicant name and address, DUNS number, etc., on all Adobe Reader forms. To trigger this feature, an applicant must complete the SF-424 information first. Once it is completed the information will transfer to the other forms.
- d. **Customer Support.** The Grants.gov website provides customer support via toll-free 1-(800)-518-GRANTS or through email at [support@grants.gov](mailto:support@grants.gov). For grant opportunity related questions, contact the number listed in the application package of the grant you are applying for. If you are experiencing difficulties with your submission it is best to call the Contact Center and get a case number. The case number will assist the [INSERT AGENCY NAME] with tracking your issue and provide background information on the issue.

#### **4. Timely Receipt Requirements and Proof of Timely Submission.**

- a. **Electronic Submission.** All applications must be received by the Eastern time on the due date established for each program (if applicable). Proof of timely submission is automatically recorded by Grants.gov. An electronic time stamp is generated within the system when the application is successfully received by Grants.gov. The applicant will receive an acknowledgement of receipt and a tracking number from Grants.gov with the successful transmission of their application. Applicants should print this receipt and save it, along with facsimile receipts for information provided by facsimile, as proof of timely submission. When the agency successfully retrieves the application from Grants.gov, Grants.gov will provide an electronic acknowledgment of receipt to the email address of the AOR. Proof of timely submission shall be the date and time that Grants.gov receives your application. Applications received by Grants.gov, after the established due date for the program will be considered late and will not be considered for funding.

Applicants using dial-up connections should be aware that transmission should take some time before Grants.gov receives it. Grants.gov will provide either an error or a successfully received transmission message. The Grants.gov Contact Center reports that some applicants abort the transmission because they think that nothing is occurring during the transmission process. Please be patient and give the system time to process the application. Uploading and transmitting many files particularly electronic forms with associated XML schemas will take some time to be processed.