

Congressional Project Advocacy Process

Request for White Papers

September 16, 2010



**National Center for Simulation
3280 Progress Drive
Orlando, Florida 32826
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Section 1: Overview and Description

The National Center for Simulation (also referred to as "NCS") is an independent, non-profit, tax-exempt organization based in the Central Florida Research Park, Orlando, Florida. NCS is committed to promoting and providing modeling and simulation (M&S) technology expansion, education, and business development support to the government, industry, and academic communities. In accordance with two NCS Board of Directors' assigned strategic goals and objectives (i.e., Expand M&S Technology & Applications, and Provide M&S Business Development Support to Our Members & Community), the NCS staff acts on behalf of members to secure Congressional funding for the development and fielding of critical M&S capabilities and applications.

To meet this requirement, NCS has implemented a formal process to solicit, select, sponsor, and advocate appropriation requests to our legislative representatives. This process includes: a call for white papers; evaluation of the white papers against stated evaluation criteria; development of teaming agreements for selected projects; coordination of appropriation requests with legislative sponsors; and contract and program management of selected funded projects. In the past, NCS focused primarily on Defense-related appropriation requests, but due to new and emerging M&S applications, NCS is strongly encouraging project appropriation requests involving other government departments and agencies as well.

With this guide, NCS is soliciting white paper project proposals related to any research topic listed below. All proposals submitted must describe how funds will be used in applied or prototype research projects. Proposals must also describe how the proposed applied research stimulates or supports a public purpose. NCS is also interested in whether the proposed research could lead to the development of processes or products with commercial potential. A description of the commercial potential, if any, should be included in white paper submissions.

Section 2: General Research and Technology Topic Areas

The following general research and technology areas provide ample room for innovative projects in support of furthering the state-of-the-art of M&S technology and applications. This list of topics may be further amplified in other publicly available documents (e.g., Advance Planning Briefings for Industry presentations, Broad Agency Announcements, Government web sites, etc.) that you may choose to reference in development of your project proposal. Topic areas include: Applied Research (6.2 funds), Advanced Technology Development (6.3 funds), Advanced Component Development and Prototypes (6.4 funds), or System Development and Demonstrations (6.5 funds) RDT&E leading to products, services, enhanced products or services, enabling technologies, and infrastructure improvements using M&S technologies and approaches in the following areas:

- Live, Virtual and/or Constructive Simulation
- Live-Virtual-Constructive Integration
- Serious Games
- Virtual Worlds
- Medical Simulation Technology
- Health Care Training Applications
- Immersive Training Technology
- Team Training
- Interactive Courseware
- Homeland Security
- Mobile Learning Technology
- Language and Cultural Awareness
- Artificial Intelligence
- Information Operations (Cyber)
- Transportation
- Space
- Manufacturing
- Biomedical Simulation
- Education

Section 3: Project Initiation Process

NCS will utilize a white paper submission process in order to initiate potential appropriation requests. To be considered, members must submit a white paper proposal to NCS by **5:00 p.m. EST, November 15, 2010**. To be eligible for consideration, the submitter must be an NCS member in good standing or a government entity.

All white papers must be submitted electronically in accordance with procedures outlined in this document. Each project will have a separate submission. White papers submitted by any other means will be disregarded. Respondents to this solicitation are responsible for timely submissions in the prescribed format.

NCS will screen all white papers to ensure they fit the intent of this process and meet format and content requirements outlined in Section 4 of this document. White papers not meeting these basic requirements will be rejected without consideration. NCS will evaluate all white papers against the evaluation criteria in Section 5.

The second step in the submission process requires completion of appropriate teaming agreements and non-disclosure agreements for projects selected for appropriation request consideration. Submission of a white paper or completion of subsequent teaming agreements does not obligate NCS or the Government to provide funding.

NCS plans to evaluate and rank order proposals not later than November 30, 2010. All submitters will be notified of the selection/non-selection of their project proposals for further consideration.

Section 4: White Paper Format and Content

White Papers shall be prepared using the template available for download from the Members only section of the NCS website. **Note: You must be credentialed (i.e.**

have a user name and password) to access the Members only section. If you are an employee of an NCS Member Company in good standing and need a user name and password, call Ron Stiles @ 407-384-6111.

Once you have signed in to the Members Only Section of the website, click on the button labeled FY 2012 Appropriations Process and follow the written instructions. You can download two versions of the White Paper template. The first template (left top button) is blank and can be downloaded to your desktop and used to complete your White Paper. The second template (bottom center button) is in PDF format and contains detailed instructions to help you with required content for each section of the White Paper.

Each White Paper shall clearly describe the proposed project by completing all sections of the template.

The White Paper may also contain any other information deemed germane to the proposed effort, such as descriptions of leveraged assets, arrangements for shared funding, consultant commitments, or technical references. Matching funds are not required nor will they be an evaluation factor in considering White Paper selection.

Section 5: White Paper and Proposal Evaluation Criteria

White Papers will be evaluated using the following criteria listed in order of importance:

1. Does the project have (or can it get) strong Congressional support (from multiple legislators)?
2. Does the project have a high probability of being funded?
3. Does the project support an M&S topic area of interest (listed in Section 2)?
4. Does the project overview describe a program and technology roadmap?
5. Is there a high potential for success (cost/schedule/technical)?
6. Does the project promote the M&S industry (intangible benefits such as expanding application into new markets, enhancing the state-of-the-art of M&S, technology transfer, etc.)?
7. How many potential new jobs will the project create and where?
8. Are multiple NCS members and/or NCS involved?

The weightings of these criteria will be set by the evaluation team prior to starting the evaluation phase.

Section 6: Project Selection Process

Submissions will be evaluated and rank ordered based on all criteria, and selections will be made based on the best value or highest probability of obtaining successful funding and support through the legislative process, considering trade-offs between

factors. "Trade-off" means that it may be in the best interest of the NCS mission to select white papers and proposals other than those that are the lowest priced or highest technically rated.

Our objective is to select and advocate projects with the highest likelihood of obtaining successful appropriations. Securing Congressional support is subject to the interests or committee membership of the legislators, and other political agendas, which are beyond NCS' control or ability to influence. Therefore, projects scoring lower based on NCS evaluation criteria may be selected if they have a higher probability of being funded by Congress.

Section 7: Other Requirements

NCS encourages submission of proposals by multiple entities (teams or collaborations) to leverage capabilities, address research objectives specified in this solicitation, and develop technology contributing to the preservation of our national M&S capabilities. Commercial and not-for-profit organizations (including NCS) and government entities may be part of team project proposals. NCS will favor proposals for projects to be executed in whole or in part inside the state of Florida, whether congressional support comes from Florida or multiple States, and proposals where a valid role for NCS exists.

It is NCS's policy to treat all submissions as competitive information and to disclose the contents only for the purpose of evaluation. NCS may use selected members of its Board of Directors or independent consultants as special resources, or volunteer academic or technical experts to evaluate white papers. Board members, consultants and volunteers are prohibited from disclosing proposal information or using it for purposes other than academic or technical assessment for NCS. NCS Board members, consultants or advisors involved with any project proposal will be prohibited from participating in the evaluation process. By submitting a white paper to NCS, a submitter agrees that the project's technical and management information may be disclosed to select Board members, consultants and academic or technical experts for the limited purposes stated above. Any information presented to NCS that a submitter intends to exclude from such limited release must be clearly marked proprietary and submitted apart from other white paper proposal material. If information excluded from limited release unduly hinders NCS' evaluation of the white paper proposal, NCS reserves the right to reject the white paper proposal in its entirety.

All White Papers submitted under this solicitation must be unclassified.

An invitation from NCS to submit a White Paper proposal does not assure subsequent funding or contract award.

Successful project submitters may be required to negotiate and execute cost reimbursable sub award agreements with NCS. All agreement payments shall be

contingent upon the receipt of federal funds. The execution of all sub award agreements pursuant to this solicitation, and the administration and performance that is governed by the sub award agreements, are subject to the requirements of cooperative or collaborative agreements between NCS and government agencies and the DoD Grant and Agreement Regulations (DoDGARS) (DoD 3210.6-R and 32 CFR Parts 21-37).

Submitters must identify whether their proposed project might create the appearance of a Conflict of Interest with any NCS Board Member, consultant or advisor.

Section 8: Electronic Submission Requirements

All White Papers must be submitted electronically **NLT 5:00 p.m. EST, November 15, 2010.**

White Papers shall be prepared using the template available for download from the Members only section of the NCS website. **Note: You must be credentialed (i.e. have a user name and password) to access the Members only section. If you are an employee of an NCS Member Company in good standing and need a user name and password, call Ron Stiles @ 407-384-6111.**

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If you have any problems or questions, don't hesitate to call Tom Baptiste or Ron Stiles at 407-384-6111.