

## Project Title

**Project Description:** A brief statement describing the specific product / technology being proposed and how the technology or product will work. These should be in clear, concise, layman / newspaper style statements.

**Objective & Payoff:** What is the objective of this project? Where is the payoff?

**What current problem does this project address?** This should be short and to the point.

**How will this project solve the above problem?**

**Benefit to the Warfighter:** How does this project benefit the Warfighter. What are the capability, result, and difference offered by this technology to an operator? What will the warfighter do better with this?

### Funding / Cost:

- What is the total cost of the proposed program? (Note this funding is for one fiscal year; if follow on funding is likely to be requested, it should be noted as a request). *Annotate exactly who is receiving the funding and whether funding should be sent as Direct Site or Reimbursable.*
- *Include the following text:* Obligating documents (MIPR acceptances and/or contract mods) will be sent to RRTO.
  - Reimbursable funds will be obligated within 30 days of receipt.
  - Direct Cite funds for an existing contract will be obligated within 60 days of receipt.
  - Direct Cite funds for a new contract will be obligated within 90 days of receipt.
- If funding will be placed on an existing contract, include contract number, any relevant delivery order # or task order #, and COR contact information.
- As a subset of overall funding, indicate amounts leveraged from other programs / projects or Service / Agency investments
- Include descriptions of any sub-allocation of funds (eg. A portion of RRTO provided funding sub-allocated to a lab or industry)

### Program Plan:

- **What is the Period of Performance?** When can the first items be delivered and what is the schedule for total delivery? (Fielding is strongly desired in 12-24 months).
- **Schedule:** Show major activities / efforts planned for the technology/product development with milestones. Include both S&T and acquisition tasks / elements.
- **Deliverables:** What will be delivered over the life of this project? Include hardware and software prototypes for field use or acquisition certification. For internal reporting purposes, DDR&E/RRTO will require monthly updates and a final report providing technical and financial status.

- *The following deliverables must be included:*
  1. Monthly reports to be made via the EPTS online tracking tool.
  2. Final report to be delivered to RRTO upon 100% fund expenditure.
- **Metrics / Measures of Success:** Discuss what measurement criteria will be established to measure progress against stated goals (e.g., interoperability against an industry standard, opportunity for unit, system, or life cycle savings).
- **Risk:** Anticipated risks and brief risk handling plan.

**Potential Transition Plans to Services:** How will this program/technology transition to the services?

**Participants & Customers:** Include *name, email, phone number, fax, and complete address* of key stakeholders / focal points, including:

- a. Primary and Alternate POC for monthly reporting. (Reports must be made to RRTO monthly using the EPTS online system. EPTS accounts will be created for these POCs.)
- b. Technical rep who will manage this effort.
- c. Financial rep that will receive the MIPR and / or provide follow-on status of obligations / expenditures). ***Please include email, phone, address, and fax number for MIPR.***
- d. Combatant Command/User Sponsor
- e. Lead Service/Agency
- f. Program / product manager who will fund for procurement and / or logistics support.
- g. Key contractors / providers of the technology or product.

**LIMIT TOTAL INPUT - NOT MORE THAN THREE PAGES**