

Appendix A – Cover Sheet

Application to National Institute of Standards and Technology (NIST) Small Business Innovation Research (SBIR) Program Phase I 2024-NIST-SBIR-01 (October 24, 2023) Cover Sheet			
Name & Address of Submitting Firm:			
Project Title			
Principal Investigator (PI) Name		PI Title	
PI Phone #		PI E-mail	
NIST may verify the following responses with information provided elsewhere in your application or by independent sources.			
THE APPLICANT CERTIFIES THAT:			
1. It is a small business concern (SBC) and meets the definition as stated in this Notice of Funding Opportunity (NOFO).	<input type="checkbox"/> Yes <input type="checkbox"/> No		
2. The primary employment of the PI will be with the SBC at the time of award and during the conduct of research.	<input type="checkbox"/> Yes <input type="checkbox"/> No		
3. A minimum of either two-thirds for Phase I or one-half for Phase II of the research will be performed by the SBC as determined by data provided in the Budget Narrative. See NOFO Section 1.03.01 for details on funding determination.	<input type="checkbox"/> Yes <input type="checkbox"/> No		
4. The applicant and/or PI <input type="checkbox"/> has not submitted applications for essentially equivalent work under other Federal program <input type="checkbox"/> has / <input type="checkbox"/> has not received other Federal awards for essentially equivalent work. If “has”, what agency? Click here to enter text. See NOFO Section 3.02.02(14) for additional details that must be provided.			
5. The applicant qualifies as a socially and economically disadvantaged SBC and meets the definition as stated in this NOFO.	<input type="checkbox"/> Yes <input type="checkbox"/> No		
6. The applicant qualifies as a woman-owned SBC and meets the definition as stated in this NOFO.	<input type="checkbox"/> Yes <input type="checkbox"/> No		
7. The applicant qualifies as a HUBZone-owned SBC and meets the SBA’s definition (see http://www.sba.gov/hubzone).	<input type="checkbox"/> Yes <input type="checkbox"/> No		
8. Year SBC founded:	Click here to enter text.		
9. Number of Employees:	Click here to enter text.		
STATEMENTS:			
10. The applicant will permit the Federal Government to disclose name, address, and telephone number of the corporate official of your concern, if your application does not result in an award, to appropriate local and State-level economic development organizations that may	<input type="checkbox"/> Yes <input type="checkbox"/> No		

be interested in contacting you for further information.		
11. The applicant authorizes contact information and project title to be provided to the NIST Manufacturing Extension Partnership (MEP) after awards have been announced. If 'Yes' your contact information will be provided to NIST MEP. If so, you will be contacted by your local MEP to explore business-related support services that could benefit the potential of the project you proposed.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Signature of Company Official and typed name, title, address, telephone number, and date		
Signature of Principal Investigator and typed name, title, address, telephone number, and date		
TECHNICAL ABSTRACT (limit to 200 words):		
POTENTIAL COMMERCIAL APPLICATION OF THE RESEARCH: (limit to 100 words)		
OTHER INFORMATION:		
<p>Information contained in unsuccessful applications will remain the property of the applicant. The Federal Government may, however, retain copies of all applications. Public release of information in any application submitted will be subject to existing statutory and regulatory requirements. Applicants are discouraged from submitting proprietary information unless the information is deemed essential for proper evaluation of the application. If proprietary information provided by an applicant in a proposal constitutes trade secret, proprietary commercial or financial information, confidential personal information, or data affecting national security, it will be treated in confidence to the extent permitted by law, provided that the proposal is clearly marked by the applicant as follows:</p> <p>(A) The following legend must appear on the title page of the proposal:</p> <p>This proposal contains information that shall not be disclosed outside the Federal Government and shall not be duplicated, used, or disclosed in whole or in part for any purpose other than evaluation of this proposal, unless authorized by law. The Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting award if award is made as a result of the submission of this proposal. The information subject to these restrictions are contained on all pages of the proposal except for pages [insert page number or other identification of pages that contain no restricted information.]</p> <p style="text-align: center;">(End of Legend); and</p>		

(B) The following legend must appear on each page of the proposal that contains information the applicant wishes to protect: Use or disclosure of information contained on this sheet is subject to the restriction on the title page of this proposal.

The use of any other legend is unacceptable to the Government and may constitute grounds for removing the application from further consideration without assuming any liability for inadvertent disclosure.

- (1) NIST Program Area or NIST-Patented Technology Available for Licensing.
- (2) Identification and Significance of the Problem or Opportunity.
- (3) Phase I Technical Objectives.
- (4) Phase I Work Plan.
- (5) Related R/R&D.
- (6) Key Individuals and Bibliography of Related Work.
- (7) Relationship with Future R/R&D.
- (8) Facilities and Equipment.
- (9) Consultants, Contracts, and Subawards.
- (10) Potential Commercial Application.
- (11) Cooperative Research and Development Agreements (CRADA).
- (12) Guest Researcher.
- (13) Cost Sharing.
- (14) Similar Applications or Awards.
- (15) Prior SBIR Phase II Awards.

- Commented [NF1]:** The first paragraph of the proposal must describe a research project that addresses a current NIST technical program area falling within one of the research areas identified in Section 9.0 or utilizes a NIST-patented technology available for licensing; this paragraph must include the full URL of the NIST or Federal Laboratory Consortium (FLC) website that provides the source of the information for the program area or NIST-patented technology. A listing of NIST-patented technologies is available on the Federal Laboratory Consortium's (FLC) website (<https://www.federallabs.org/labs/national-institute-of-standards-and-technology/nist-0>). ...
- Commented [NF2]:** Make a clear statement of the specific research problem or opportunity addressed, its ...
- Commented [NF3]:** State the specific objectives of the Phase I effort, including the technical questions it will try ...
- Commented [NF4]:** Include a detailed description of the Phase I feasibility research plan. The plan should indicate what will be done, where it will be done, and how the ...
- Commented [NF5]:** Describe significant R/R&D that is directly related to the application, including any conducted by the principal investigator or by the proposing SBC. ...
- Commented [NF6]:** Identify key individuals involved in Phase I, including their related education, experience, and publications. Where vitae are extensive, summaries that ...
- Commented [NF7]:** Discuss the significance of the Phase I effort in providing a foundation for the Phase II R/R&D ...
- Commented [NF8]:** A detailed description, availability, and location of instrumentation and physical facilities proposed for Phase I should be provided. ...
- Commented [NF9]:** The purpose of this section is to show that any third-party research assistance would materially ...
- Commented [NF10]:** A primary program goal is to provide opportunities for small businesses to convert research into technological innovation in the private secto ...
- Commented [NF11]:** State if the applicant is a former or current CRADA partner with NIST, or with any other Federal agency, naming the agency, title of the CRADA, and any ...
- Commented [NF12]:** State if the applicant or any of its consultants, contractors, or subrecipients or their employees is a domestic or foreign guest researcher at NI ...
- Commented [NF13]:** Cost sharing is not required and is not considered during the evaluation process for Phase I applications. ...
- Commented [NF14]:** WARNING -- While it is permissible to submit identical applications or applications containing a significant amount of essentially equivalent work for ...
- Commented [NF15]:** If the SBC has received more than 15 Phase II awards in the prior 5 fiscal years, the SBC must submit the following information in its Phase I application ...