

U. S. ARMY RESEARCH OFFICE
Unsolicited Proposals & Solicited Proposals

Guidelines: **NOTE: All new proposals submitted under Broad Agency Announcement No. W911NF-04-R-0005 dated April 2004 - FY 2006 must be submitted electronically. Proposal must be submitted as one (1) PDF file (Acknowledgment of receipt will be returned via e-mail). All required signed forms signed and scanned. Supplements, renewals, continuations and revisions are e-mailed to Program Manager followed by a courtesy copy.**

Email signed proposal (scan sign forms) to: BAA@aro.army.mil

Order of Contents:

- ___ ARO Cover Page (ARO Form 51, rev. June 2000)
- ___ A. Table of Contents (use required format, page A; includes subdivisions of Project Description)
- ___ B. Statement of Disclosure Preference (ARO Form 52a, June 2000)
- ___ C. Abstract
- ___ D. Project Description
- ___ E. Biographical Sketches (5 publications related to project, 5 other significant publications.) See page 85 of BAA.
- ___ F. Bibliography
- ___ G. Current and Pending Support (must use form or follow format on page G)
- ___ H. Facilities, Equipment and Other Resources
- ___ I. Budget Proposal
 - ___ Summary Proposal Budget Form (form page I; each year and cumulative)
 - ___ Budget Explanation Page (follows each summary budget; includes budget detail and budget notes)
- ___ J. Contract Facilities Capital Cost of Money (Form 1861 – commercial organizations only)
- ___ Appendices
- ___ Distribution List

Note:

Certifications do not have to be included. If award is made, certifications will be requested at that time. Consult BAA for other programs.