# **U.S. AIR FORCE WHITE PAPER TEMPLATE**

**White Paper Body (limit to 1-2 pages)**

**Project Description/Objective:** Provide a brief statement describing the specific product/technology proposed, including its capabilities, using clear, concise, layman terms. Include information how this effort will fulfill a stated Air Force need.

**Approach:** Provide a brief description of the planned approach in achieving the above state objective(s).

**DoD Capability Gap or Critical Need/FY NDAA Thrust Area Addressed:** Specific, short, and to the point.

**Benefit to the Warfighter:** Provide a brief statement describing the capabilities, results, and differences offered by this technology to an operator.

**Funding/Cost:** Total cost of the proposed program

**Program Plan:**

1. **Period of Performance:** Include technical/reporting schedule.
2. **Schedule:** Include description and milestones for major activities/efforts for technology/product development.
3. **Deliverables:** Describe deliverables anticipated for the entire effort, including hardware and software prototypes if proposed. Include any technical data or computer software with associated Government license rights. Deliverables should include monthly status reports and a final report.
4. **Metrics/Measures of Success:** Describe criteria to measure progress vs. stated goals, e.g., interoperability against an industry standard, opportunity for unit/system/life cycle savings, etc.
5. **Facilities/Equipment:** Describe facilities and/or equipment necessary to accomplish the proposed effort.
6. **Risk:** Briefly describe anticipated risks and mitigation plan.

**Proposed Transition Plan:** Include any restrictions on Government use, release, or disclose of technical data or computer software presenting transition difficulty or increased risk/cost to the Government. Explain how the proposed solution will not preclude/hinder other component/module developers’ interface with, or otherwise developing/replacing/upgrading other parts of the military system/program.

**Other Key Participants:** Include name/email/phone number/complete address of key stakeholders and focal points not residing within the company, if any. These stakeholders include organizations outside the company relevant to the success of the effort described in this white paper.

# [Air Force Research Laboratory (AFRL) White Paper Template](https://www.grants.gov/web/grants/view-opportunity.html?oppId=281919)

**White Paper (limited to 5 pages)**

**Section A: Cover Page**

* BAA Number
* Title of Program
* Name of Company
* Business Size
* Company’s Commercial and Government Entity (CAGE) number
* Dun & Bradstreet (D&B) Data Universal Numbering System (DUNS) number
* Contracting Point of Contact (POC) with appropriate telephone number, fax number, and email address
* Technical POC with appropriate telephone number, fax number, and email address
* Classified level at which company is cleared
* Contactor address for forwarding classified material (name, address, zip code)
* Cognizant security office (name, address, zip code)
* Offeror’s security officer’s name and telephone number

**Section B: Period of Performance and Task Objectives**

**Section C: Technical Summary and Proposed Deliverables**

The technical portion of the white paper shall include a discussion of the nature and scope of the research and the offeror’s proposed technical approach/solution. It may also include any proposed deliverables. Resumes, descriptions of facilities and equipment, and a proposed Statement of Work are not required at this point.

**Section D: Cost of Task (Rough Order of Magnitude (ROM))**

The cost portion of the white paper shall include a ROM cost estimate. No detailed price or cost support information should be forwarded; only a time-phased bottom line figure should be provided.

# Air Force Office of Scientific Research (AFOSR) International White Paper Template

**Project Title:**

**Principal Investigator:**

**Institution:**

**Proposed Duration (in months):**

**OBJECTIVE:** Briefly describe the overall objective(s) of the proposed research. What do you hope to accomplish?

**SUMMARY OF APPROACH:** Briefly describe how you plan to accomplish the research objectives.

**POTENTIAL IMPACT:** Briefly describe why the proposed research is important or how it is novel. What is the expected impact on the state of the art? How do you think it addresses gaps or opportunities in the current body of knowledge?

**RELEVANT REFERENCES:** Please list up to three references that provide additional background as needed. Provide link to online article, if possible.

**TECHNOLOGY READINESS LEVEL (TRL):** Pre- and post-funding estimated TRLs.

**QUALIFICATIONS FOR PROPOSED RESEARCH:** Please provide a brief description of the proposer’s qualifications, capabilities, related experience, facilities or techniques, or a combination of these factors that are integral to achieving the proposed research objectives.

**ATTACHMENT:** Please indicate whether a technical supplement is attached (1-2 pages).

**COST:** Approximate Funds Needed ($)

# [Air Force Technology Transfer Program Office White Paper Checklist](https://www.wpafb.af.mil/Welcome/Fact-Sheets/Display/Article/822704/t2-white-paper-checklist/)

1. **Name of the principal investigator/point of contact:**
   1. Name and title (Dr., Mr., Mrs., Ms.)
   2. E-mail address
   3. Phone number (with area code)
   4. Company name
   5. Address
   6. Number of employees
   7. General research areas (list briefly)
2. **Title of the project you want help developing.**
3. **Provide a two or three paragraph executive summary (non-technical terms) about your research and your vision of a way forward.**
4. **Who has the rights to use the technology?**
   1. Name, address, e-mail, phone number (Same, if same as person in #1)
   2. List any applicable patent numbers
   3. List any provisional patents
   4. List any invention disclosures
   5. List any trade secrets, trademarks held, etc. that protect this information
5. **What do you want the Air Force to help you do? Select all that apply.**
   1. Develop your technology
   2. Utilize AF test facilities
   3. Assistance designing/constructing a prototype
   4. Validation testing of a prototype
   5. Manufacturing assistance
   6. Looking for Air Force technology to license (list a specific technology area)
   7. Assistance with licensing your technology
6. **The Technology Transfer Program Office by law cannot provide funding.**