Mission Office Innovative Solutions Opening (ISO)

Solution Summary template

**Purpose:** The purpose of this template is to assist submitters complete a solution summary cover page for solution summary submissions for ARPA-H Mission Office ISOs.

**Directions:** Fill in information specific to the submission. All submissions must be submitted in English with font type NO smaller than 12-point sans serif font with a readability similar to that of Calibri, Arial, or Avenir Next Pro Light. Smaller sans serif fonts may be used for figures, tables, and charts. Delete all blue font (including formatting and content instructions) prior to submission to ARPA-H. Mission Office ISO solution summaries have a limit of **six** pages. Citations do not count towards the six-page limit.

**Solution Summary Cover Page**

**<PRIME ORGANIZATION LOGO (optional)>**

|  |  |
| --- | --- |
| **Innovative Solutions Opening (ISO)** | **<Enter the unique ARPA-H ISO number (ex: ARPA-H-SOL-24-106)>** |
| **Solution Summary Title** |  |
| **Submitter Organization** |  |
| **Type of Organization** | **<Choose all that apply>** Large Business, Small Disadvantaged Business, Other Small Business, Historic Black College or University, Minority Institution, Other Educational, or Other Nonprofit |
| **Technical Point of Contact (POC)** | Name:  Mailing Address:  Telephone:  Email: |
| **Administrative POC** | Name:  Mailing Address:  Telephone:  Email: |
| **Total Basis of Estimate** | Total: $ **<Total should match the Basis of Estimate total below.>** |
| **Place(s) of Performance** | **<Enter city and state for locations as applicable. Enter country names for project work planned to be performed in any foreign county.>** |
| **Other Team Members (subawardees and consultants) if any** | Technical POC Name:  Organization:  Organization Type: |

**Concept Summary**

Describe the solution summary concept with minimal jargon and explain how it addresses the Mission Office interest areas of the ISO.

**Innovation and Impact**

Clearly identify the outcome(s) sought and/or the problem(s) to be solved with the proposed technology concept. Describe how the proposed effort represents an innovative and potentially revolutionary solution to the Mission Office interest areas. Explain the concept’s potential to be disruptive compared to existing or emerging technologies and how the proposed approach will go far beyond current existing capabilities. To the extent possible, provide quantitative metrics in a table that compares the proposed technology concept to current and emerging technologies which may include:

* A progression of increasingly complex technical challenges.
* State of the art / emerging technology “baseline.”
* Aggressive metrics in for each year of the proposed project.
* Summary of specific outcomes from the proposed research.

**Proposed Work**

Describe the final deliverable(s) for the project, key interim milestones, and the overall technical approach used to achieve project objectives. Discuss alternative approaches considered, if any, and why the proposed approach is most appropriate for the project objectives. Describe the background, theory, simulation, modeling, experimental data, or other sound engineering and scientific practices or principles that support the proposed approach. Provide specific examples of supporting data and/or appropriate citations to the scientific and technical literature. Identify adoption challenges to be overcome for the proposed technology to be successful. Describe why the proposed effort is a significant technical challenge and the key technical risks. At a minimum, the solution summary should address:

* Does the approach require one or more entirely new technical developments to succeed?
* How will technical risk be mitigated?
* What use cases, capabilities, or demonstrations will be featured?

**Team Organization and Capabilities**

Indicate the roles and responsibilities of the organizations and key personnel that comprise the Project Team. Provide the name, position, and institution of each key team member and describe in 1-2 sentences the skills and experience they bring to the team.

**Basis of Estimate (BOE)**

Include a BOE of timeline and federal funds requested, as well as the total project cost including cost sharing, if applicable. The BOE should also include a breakdown of the work by direct labor (fully burden), labor hours, subcontracts, materials, equipment, other direct costs (e.g., travel), profit, cost sharing, and any other relevant costs. The table below may be used for this breakdown:

|  |  |
| --- | --- |
| **Categories** | **Amount** |
| Direct Labor (Fully burden) | $ |
| Labor Hours |  |
| Subawardees | $ |
| Materials | $ |
| Equipment | $ |
| Travel | $ |
| Other Direct Costs | $ |
| Profit | $ |
| **Total** | $ |
| Cost Sharing (if applicable/appropriate) | $ |