

PHASE II SBIR/STTR PROPOSAL WRITING WORKSHOP

Program Agenda

7:30 – 8:00 a.m.	Registration, Continental Breakfast
8:00 – 8:10 a.m.	Introductions
8:10 – 8:30 a.m.	Agencies and Phase II Requirements: Proposal Outlines, Evaluations, Proposal Planning
8:30 – 9:00 a.m.	Significance of Opportunity and Phase I Results
9:00 – 9:30 a.m.	Technical Objectives/Specific Aims
9:30 – 11:00 a.m.	Research/Work Plan
10:00 – 10:15	Break
11:00 – 11:30	Project Personnel
11:30 – Noon	Related Work, building Bibliography
Noon – 1:00	Working Lunch and Break – Facilities & Equipment, Consultants & Subcontractors, Prior & Pending Support
1:00 – 3:15 p.m.	Part II – Commercialization Plans; Relationship with Future Research & Development and Potential Post Applications; Commercialization Plan
2:00 – 2:15	Break
3:15 – 4:30 p.m.	Phase III – Cost Proposals, Indirect Rates, Audits, Performance and Project Management and Reporting
4:30 – 4:45 p.m.	Project Summary
4:45 – 5:00 p.m.	Wrap-Up



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