

# Project/technology title

**STATUS QUO**

*What is the state of the art and what are its limitations?*

(DELETE THIS BOX OF TEXT AND INSERT DIAGRAM(S))

*Primary answer here. Add more text as necessary.*

- First bullet point
- Additional as necessary



**NEW INSIGHTS**

*What are the key new insights?*

(REPLACE THIS BOX AND INSERT DIAGRAM(S))

*First key insight.* Add more text as necessary.

*Second key insight.* Add more text as necessary.

- Add other points as necessary

## MAIN ACHIEVEMENT:

Placeholder explanatory text. Replace with text and diagrams as necessary.

## HOW IT WORKS:

Placeholder explanatory text paragraph. Replace with text and diagrams as necessary.

## ASSUMPTIONS AND LIMITATIONS:

- Limitation or assumption
- Another limitation or assumption

**QUANTITATIVE IMPACT**

*What is the impact of the project?*

(DELETE THIS BOX OF TEXT AND INSERT TABLE, GRAPH, OR OTHER SUITABLE VISUALIZATION)

*First item planned.* Add more text as necessary.

*Second item planned.* Add more text as necessary.

- Add other points as necessary



**END-OF-PHASE GOAL**

*What are the end-of-phase goals?*

(REPLACE WITH DIAGRAM/TEXT/THRESHOLD CRITERIA)

*Primary answer here. Add more text as necessary.*

- First key point

- Additional as necessary

Company name and website, your name/title and contact information

## Quad Chart – Format

**BAA Number:** *(Number of the BAA Announcement)*

**Mission Area:** *(Title of Mission Area from BAA Package)*

**Requirement Number:** *(Only 1 Per Chart)* **(Document Identifier)** *(See para 3.1.5.1)*

**Proposal Title:** *(Brief/short Title to describe offeror's proposed effort)*

Offeror Name  
Date

**Photograph or artist's concept** of the project end-item.

Ideally, this will convey the main idea of the final capability/use of the prototype.

It should further give an idea of the size and weight of the end item.

**Operational Capability:**

Describe how the system would provide new or enhanced operational capability to user agencies.

Describe system specifications to be met.

If known, list specific agencies that have expressed interest in this approach.

**Proposed Technical Approach:**

Specifically, how will the problem be approached.

Describe tasks to be performed.

Describe any actions done to date.

Describe any related on-going effort by the offeror.

Describe the technology involved and how it will be used to solve the problem.

**Rough Order of Magnitude Cost and Schedule:**

Provide any milestone decision points that will be required. Describe period of performance and total costs. If there are phases, provide funding per phase.

**Deliverables:**

Include all hardware and the following data deliverables: monthly status report, final report, test plans, test reports, specifications, computer program end items, user's manual, drawings, transition plan, etc.

**Corporate Information:**

You must include Offeror Name, POC full name, address, phone numbers and email.

# Insert Project Title Here

Insert ERMS/Log Number and Task Title Here

Insert Award Number Here

PI: Insert PI Name Here

Org: Insert Recipient Organization/Contractor Name Here

Award Amount: \$\$\$\$\$\$



## Study/Product Aim(s)

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- 
- 
- 
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## Approach

Free text.

*Insert a picture or graphic here, with a caption, that represents the proposed work*

Accomplishment: Place a description of the latest scientific accomplishment here. Limit the comments to three lines or less to make them fit; be succinct. These comments are valuable since they show progress.

## Timeline and Cost

Activities	CY	17	18	19	20
Text (Major aim/study/milestone)		<div><div></div></div>			
Text (Major aim/study/milestone)			<div><div></div></div>		
Text (Major aim/study/milestone)				<div><div></div></div>	
Text (Major aim/study/milestone)					<div><div></div></div>
Estimated Budget (\$K)		\$000	\$000	\$000	\$000

Updated: (place date of last update)

## Goals/Milestones (Example)

**CY17 Goal** – System demonstration

☒ Functionality tests of integrated firmware and software

**CY18 Goals** – System validation

☐ Investigate earplug designs based on collected features

☐ Complete formal attenuation and comfort trials of earplugs

**CY19 Goal** – Production readiness

☐ Validate design architecture for digital ear canal volumetric shape capture and data workflow

**CY20 Goal** – Navy suitability testing

☐ Field test on aircraft carrier flight deck

## Comments/Challenges/Issues/Concerns

• If timelines change, comment here.

• If off by more than one quarter in spending, comment here.

## Budget Expenditure to Date

Projected Expenditure:

Actual Expenditure:

# Quad Chart

TITLE	
<p><b>PURPOSE</b> (AIMS/OBJECTIVES)</p> <p>WHY IS PROJECT BEING DONE? WHAT FOR? WHAT IS THE RESULT?</p>	<p><b>CUSTOMERS</b> (STAKEHOLDERS)</p> <p>WHO IS PROJECT FOR? WHO WILL BENEFIT (OR NOT)? WHO WILL IT INVOLVE?</p>
<p><b>DESIRED END RESULT</b> (CRITICAL SUCCESS FACTORS)</p> <p>GOALS! WHAT MAKES THE PROJECT A SUCCESS?</p>	<p><b>MEASURES OF SUCCESS</b> Key Performance Indicators (KPIs) (STANDARDS / CRITERIA)</p> <p>WHEN ARE WE FINISHED? WHAT CAN BE MEASURED? HOW DO I MEASURE SUCCESS?</p> 