



DEFENSE TECHNICAL INFORMATION CENTER (DTIC)

SBIR/STTR Submission Process

The Defense Technical Information Center (DTIC) helps small business owners connect with the Department of Defense and take their research to the next level. Submit your research and become a major player in the advancement of science and technology. Below are some tips to help you get started.

What do I need to submit my SBIR/STTR reports?

1. SF298, Report Documentation Page

For instructions on how to fill out a SF298 visit

<http://www.dtic.mil/whs/directives/forms/eforms/sf0298.pdf>

2. Report Cover Page

Your report cover page should include the following information:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Title of the Report | <input checked="" type="checkbox"/> Principal Investigator/ Author | <input checked="" type="checkbox"/> Report Date |
| <input checked="" type="checkbox"/> DoD Sponsoring Organizations Name and Address | <input checked="" type="checkbox"/> Contractor Company Name and Address | <input checked="" type="checkbox"/> Export Control Warning (if applicable) |
| <input checked="" type="checkbox"/> SBIR Topic Number | <input checked="" type="checkbox"/> SBIR Phase | <input checked="" type="checkbox"/> Contract Number |
| <input checked="" type="checkbox"/> Classification | <input checked="" type="checkbox"/> Distribution Statement * | <input checked="" type="checkbox"/> SBIR Data Rights Statement |

3. Submission Addresses

To submit restricted distribution or publicly released reports, visit DTIC's submission site at:

<http://www.dtic.mil/dtic/submit/submit.html>

Please note that in order to submit through this site you must be a registered DTIC user. To register, visit:

<https://reg.dtic.mil/DTICRegistration/>

If you are not a registered user and have a publicly released SBIR/STTR report, submit them to

dtic.belvoir.ecm.mbx.acquisitions@mail.mil

Need Assistance?

Call or send your questions to the Information Collections Division at:

1-800-225-3842 (option 6) or

dtic.belvoir.ecm.mbx.acquisitions@mail.mil

* Distribution statement identifies the authorized audience's access to the report. The default distribution statement used for SBIR/STTR reports is **Distribution B** which only authorizes U.S. government agencies.

For more information on distribution statements visit: http://www.dtic.mil/dtic/pdf/distribution_statements_and_reasons.pdf.