



Federal Aviation
Administration

Best Practices

Presented to: FLC NE Regional Meeting
By: Deborah M. Germak, Technology
Date: Transfer Program Manager
September 21, 2010



Different Look

- **Coming from my years as a Contracting Officer**
- **To Potential Offerors/Submitters:**
 - Read entire solicitation (award package)
 - Understand evaluation criteria
 - Solicit ideas/nominations from entire lab facility
 - Comply with instructions
 - Call if you have any questions

Thoughts/Suggestions

- **Don't take anything for granted**
- **Don't think evaluators know you, think "fresh eyes"**
- **Look at points per criteria**
- **Verify who can nominate**
- **Provide pictures, publications, etc.**
- **Don't provide information that is specially stated not to submit**
- **Think: Why is this nomination relevant**

From My Award Winner Inventor

- Write for a general (nontechnical) audience
- Be clear (no jargon)
- Describe the impact of the invention on society i.e., why is it important (in general and to the FAA in particular) and how does it benefit society
- Describe the impact on commerce, e.g., is it selling, are companies using it, can it be made into a standard method by cognizant organizations (ASTM, ISO, NFPA, UL, etc.), has it won any awards (R&D 100, etc.)?

Point of Contact

Deborah M. Germak
FAA Technology Transfer Program Manager
Technical Strategies and Integration Group, AJP-7C3
William J. Hughes Technical Center
Atlantic City International Airport, N. J. 08405
T (609) 485-9862
F (609) 485-4558
B (609) 385-5413
deborah.germak@faa.gov

