

CONTRACT CONCEPT REVIEW

National Toxicology Program Board of Scientific Counselors

July 11, 2023

Background for Review of Contract Concepts

NIEHS Division of Translational Toxicology contracts support a variety of activities including data analysis, literature-based assessments, toxicologic characterization, testing, methods development, and program resources (i.e., chemistry, occupational health and safety, animal production, pathology, quality assurance, NTP Archives, etc.).

Prior to issuance of a Request for Proposal (RFP), the review of a research and development contract concept is required. These contract concepts may consist of one or more Statements of Work and contracts. Concept reviews for research and development contracts are needed for new contracts, recompetitions with changes in Statements of Work, and contracts ongoing for five or more years since the last concept review.

The review of these contract concepts is conducted by the NTP Board of Scientific Counselors (BSC) and is open to the public so long as discussions are limited to review of the general contract purposes, scopes, goals, and various optional approaches to pursue the overall objectives. The meeting will be closed to the public, however, if the concept discussion turns to the development or selection of details of the projects or RFPs, such as specific technical approaches, protocols, statements of work, data formats, or product specifications. Closing the session is intended to protect the free exchange of the advisory group members' opinions and avoid premature release of details of proposed contract projects or RFPs.

The BSC members are asked to review the contract concepts for overall value and scientific relevance as well as for fulfilling the program goal of protecting public health. Specific areas should include:

- a. The significance from a scientific or technical standpoint of the goals of the proposed research or development activity;
- b. The availability of the technology and other resources necessary to achieve those goals;
- c. The extent to which there are identified, practical use for the anticipated results of the activity; and
- d. Where the review includes the project approach, the adequacy of the methodology to be utilized in carrying out the activity.