

“SBIR Sally Says”




SBIR/STTR Summary Reports

Do you know the purpose of SBIR/STTR “Summary Reports”? Do you know where to find these reports?

Rest of the Story:

Summary reports are written by the small businesses at the end of their Phase I and Phase II contracts. We would also like to see an interim summary report at the half-way point in their Phase II contract. These summary reports are basically “after-the-fact” abstracts of the work that’s been accomplished. Abstracts are truly short (500 words or less) summaries without any proprietary information. The main purpose is to give potential customers an idea of what your company has accomplished to date.

For example, your original award abstract of your objectives may have been to “Paint the wall white to reduce visual distortion.” After Phase I, the summary report might read, “Painting the wall white caused a high level of visual distortion problems, so we investigated the use of cream colors.” At the mid-point of your Phase II effort, the summary report might read, “In the testing of cream colors, we found that we were able to reduce the visual distortion problems by 50%.” The Phase II final summary report (which reflects selected contents of your final technical report) might be abstracted to read, “Of all the cream colors, a mixture of eggshell white along with our company’s proprietary material developed under this SBIR work has yielded a visual distortion of less than 5%.”

Summary reports can be found in the Technology Mall section of the Air Force SBIR/STTR Virtual Shopping Mall (www.sbirstrmall.com). Each SBIR and STTR effort that has one or more approved summary reports will display miniature “SUM” icons.  By clicking on the applicable “SUM” icon, you can open the Phase I Final, Phase II Interim, or Phase II Final Summary Report.