# PRESERVING YOUR RESEARCH CAN BE HARD.

## WE MAKE IT EASY.

## OUR SERVICES

- Collect and evaluate scientific and technical information (STI)
- Scan and digitize hard copy documents
- Apply or correct appropriate document classification markings
- Validate document metadata
- Submit and create document records
- Preserve documents for controlled access via DTIC's R&E Gateway

## WHO WE ARE

The U.S. Department of Defense (DoD) Information Analysis Centers (DoDIAC) are comprised of scientists, engineers, researchers, analysts, and information specialists.

## WHAT WE DO

We generate, collect, research, analyze, synthesize, and disseminate scientific and technical information to DoD and federal government users.

**CSIAC** Cybersecurity & Information Systems Information Analysis Center

**DSIAC** Defense Systems Information Analysis Center

**HDIAC** Homeland Defense & Security Information Analysis Center

## WHY WORK WITH US

**EXPERTISE**
We have expertise in all aspects of STI requirements and records management to expediently and efficiently process your STI, allowing you to focus on other priorities.

**COMPLIANCE**
We are well-versed with DoDI 3200.12 and DoDD 5105.73 to ensure compliance with the requirement to have results of all DoD-sponsored efforts documented and archived with DTIC.

**NO-COST OPTION**
Depending on the timeline and quality and quantity of STI, our services may be at no cost to the customer.

## DOCUMENT QUALIFICATIONS

If you have a document you would like to submit, please ensure it meets the following requirements:

- Scientific or technical in nature.
- Generated using at least partial government funding and/or under government sponsorship.

## NEXT STEPS

1. Review our project assessment chart on the back of this page.
2. Send us a sample of your STI, and we will give you an assessment of its suitability and level of effort.

**sti@csiac.org | sti@dsiac.org | sti@hdiac.org**
**Phone: 443-360-4600**

## FACTORS AFFECTING THE LEVEL OF PROJECT EFFORT

**If STI DOES meet the criteria to the right:**
Use the chart below to estimate the level of project effort.

**If STI DOES NOT meet the criteria to the right:**
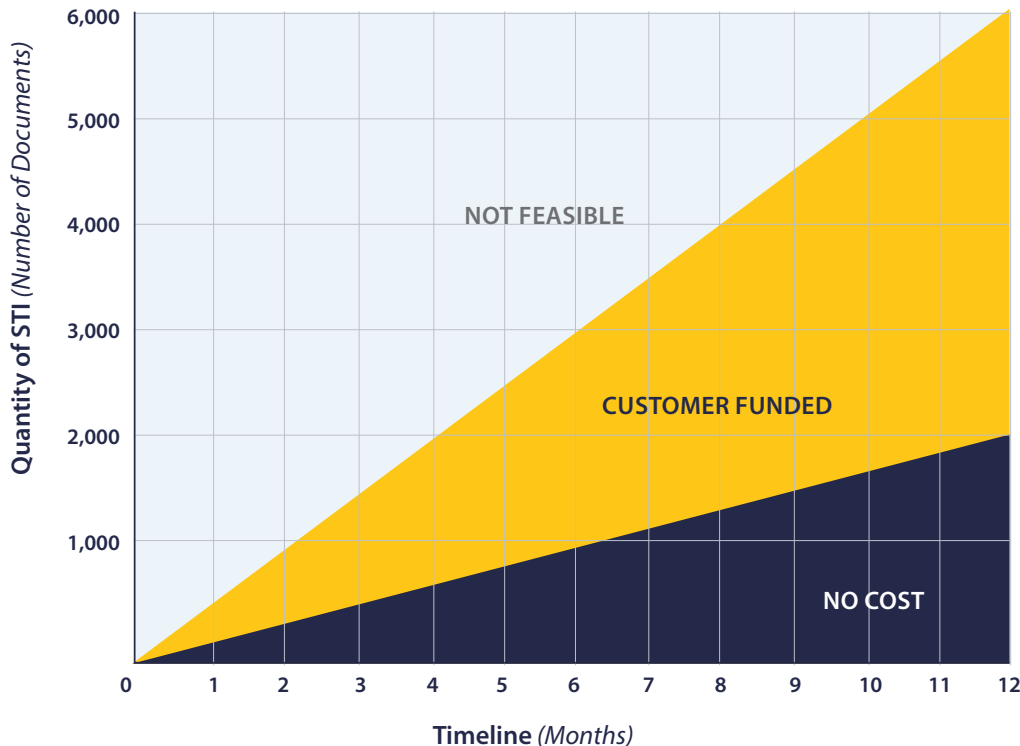Use the chart below as a guide **but** be aware that the level of effort is subject to change.

✔ **Digital?** Physical documents will require additional effort to digitize.

✔ **PDF?** Documents that are not in a PDF file format will need to be converted to PDF and ensured text is searchable.

✔ **Proper distribution and classification markings?** Documents without distribution or classification markings or with inconsistent or inaccurate markings will require additional coordination and effort.

✔ **Clear document metadata?** Documents with unclear metadata, such as title, author, date, controlling organization, etc., will require additional effort.

✔ **Unclassified?** We can collect and process both unclassified and classified, but handling and processing classified documents increases the complexity and level of effort.

**Quantity of STI** *(Number of Documents)*

6,000 — 5,000 — 4,000 — 3,000 — 2,000 — 1,000

NOT FEASIBLE

CUSTOMER FUNDED

NO COST

**Timeline** *(Months)*
0 1 2 3 4 5 6 7 8 9 10 11 12

□ **NOT FEASIBLE:** It is not feasible to process this number of STI given the timeline.

■ **NO COST:** There is no cost for us to process this number of STI given the timeline.

■ **CUSTOMER FUNDED:** Efforts to process this number of STI given the timeline will require customer-funded task orders.

We have fast and flexible contract vehicles that allows work to start in less than 8 weeks after the requirements have been approved.

**Extended Technical Inquiry (ETI)**
- $50,000 maximum ceiling
- Between 5 and 160 hours

**Research, Analysis, Prototyping, Innovation, and Development (RAPID)**
- $1,000,000 maximum ceiling
- Up to 12-month period of performance

## GET STARTED

Send us a sample of your STI, and we will give you an assessment of its suitability and level of effort.

sti@csiac.org
sti@dsiac.org
sti@hdiac.org