

## TASK DESCRIPTION DOCUMENT (TDD)

[Instructions: Use of this template is strongly encouraged. There is no page limit to this template. Instructional text in blue font may be deleted. Provide a detailed task breakdown by citing specific tasks and their connection to the milestones and metrics, as applicable. **Do not include proprietary information.** For each defined task/subtask, provide:

- A general description of the objective.
- A detailed description of the approach to be taken to accomplish each defined task/subtask.
- Identification of any tasks/subtasks that will involve human subjects or animals.
- Identification of any tasks/subtasks that will be performed on campus at a university.
- Identification (by name) of the primary organization (prime contractor, subawardee(s), consultant(s)) responsible for task/subtask execution.
- Measurable milestones (e.g., a demonstration, or other event/activity that marks task progress or completion).
- A definition of all deliverables (e.g., data, reports, software) to be provided to the Government in support of the proposed tasks/subtasks.]

The objective of this proposal is: [Insert a general description of the objective.]

### **Tasks**

<b>Task 1</b>		
<b>Objective</b>	<b>Task Description</b> [Provide a detailed description of the approach.]	<b>Location</b> [Where work will be performed, i.e., on a university campus]
<b>Primary Organization Responsible</b>		
<b>Deliverable(s) (with associated IP assertion if less than Unlimited Rights)</b>		
<b>Human Subjects or Animal Research?</b>	Yes/No [Choose Yes or No. If Yes, describe the nature of the Human or Animal Research.]	
Associated Milestones	[Observable/measurable event(s)]	
1.		
2.		
3.		

<b>Subtask 1.A:</b>		
<b>Objective</b>	<b>Subtask Description</b> [Provide a detailed description of the approach.]	<b>Location</b> [Where work will be performed, i.e., on a university campus]
<b>Primary Organization Responsible</b>		

<b>Deliverable(s) (with associated IP assertion if less than Unlimited Rights)</b>	
<b>Human Subjects or Animal Research?</b>	Yes/No [Choose Yes or No. If Yes, describe the nature of the Human or Animal Research.]
Associated Milestones	[Observable/measurable event(s)]
1.	
2.	
3.	

<b>Subtask 1.B:</b>		
<b>Objective</b>	<b>Subtask Description</b> [Provide a detailed description of the approach.]	<b>Location</b> [Where work will be performed, i.e., on a university campus]
<b>Primary Organization Responsible</b>		
<b>Deliverable(s) (with associated IP assertion if less than Unlimited Rights)</b>		
<b>Human Subjects or Animal Research?</b>	Yes/No [Choose Yes or No. If Yes, describe the nature of the Human or Animal Research.]	
Associated Milestones	[Observable/measurable event(s)]	
1.		
2.		
3.		

<b>Task #</b>		
<b>Objective</b>	<b>Task Description</b> [Provide a detailed description of the approach.]	<b>Location</b> [Where work will be performed, i.e., on a university campus]
<b>Primary Organization Responsible</b>		
<b>Deliverable(s) (with associated IP assertion if less than Unlimited Rights)</b>		
<b>Human Subjects or Animal Research?</b>	Yes/No [Choose Yes or No. If Yes, describe the nature of the Human or Animal Research.]	
Associated Milestones	[Observable/measurable event(s)]	
1.		
2.		

3.	
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