

Imperial College London

INTERNAL USER GUIDE

A Guide to the Defence Threat Reduction Agency (DTRA) Electronic
Application and Submission System



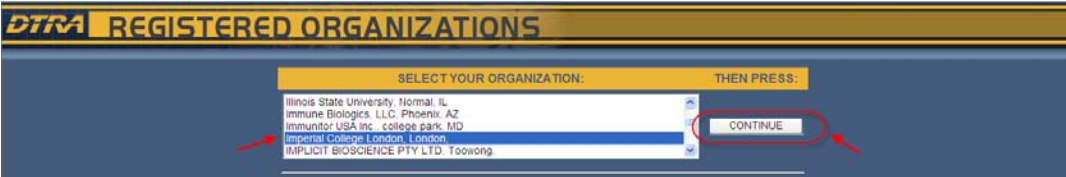
A Quick Guide for Applicants applying for funding using the DTRA System
DTRA webpage: <http://www.dtra.mil/>

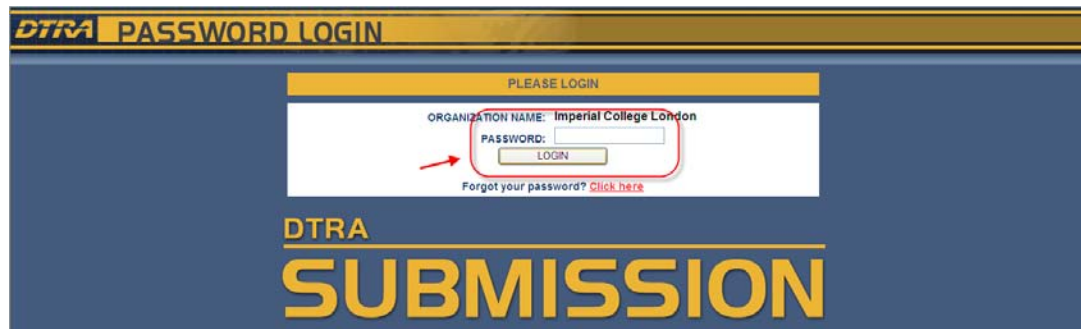


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NOTE: Applicants must allow a minimum of 5 working days for Research Services to check and authorise the application before the submission deadline.

<p>A</p>	<p>Introduction</p>
<p>1.</p>	 <p>The Defense Threat Reduction Agency (DTRA) is the intellectual, technical and operational leader for the Department of Defense (DoD) and the U.S. Strategic Command in the national effort to combat the weapons of mass destruction (WMD) threat.</p> <p>Note: Registration is at an institutional level, individuals do not have to have to register as well. Applicants must inform their respective Research Services Teams to ensure that the application is checked and submitted before the deadline.</p>
<p>B</p>	<p>How to Prepare your Application</p>
<p>1.</p>	<p>Go to the DTRA using the following link: https://www.dtrasubmission.net/</p> 
<p>2.</p>	<p>Scroll down the list of Organisations until to find Imperial College London.</p>  <p>Click on Continue to Proceed.</p>



Enter the Imperial College **Password**. The password is **Research0#**

NB: The system is case sensitive – enter the Password exactly as it is shown above.

Click on **Login** to proceed.

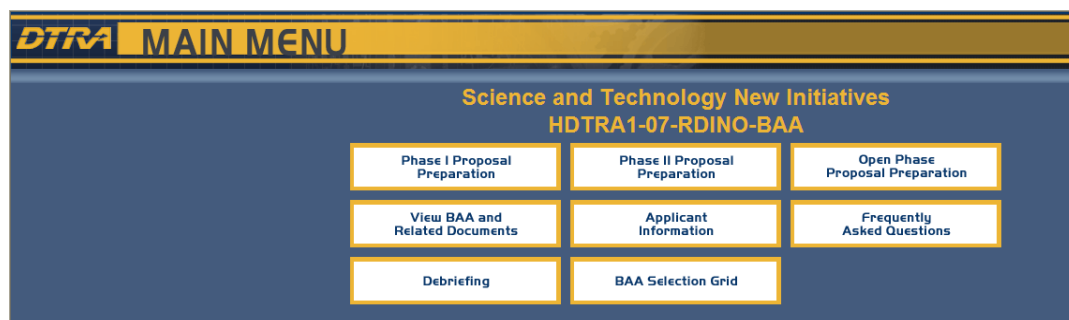
3. The following **DTRA Call for Proposals** screen will appear.

Solicitation	Title	Phase I	Phase II	Open Phase
HDTRA1-07-RDINO-BAA	Science and Technology New Initiatives	Open	Open	Not Applicable
HDTRA1-09-CHEM-BIO-BAA	Chemical and Biological Technologies Directorate New Initiatives - FY2010 - FY2011 Program Build	Closed	Closed	Not Applicable
HDTRA1-09-NTD-BAA	Advanced Detector Development (ADD) and Nuclear Forensics Research and Development Programs	Closed	Closed	Not Applicable
HDTRA1-09-CHEM-BIO-BAA	TAS Topics - Chemical and Biological Technologies Directorate New Initiatives - FY2010 - FY2011 Program Build	Closed	Closed	Not Applicable
HDTRA1-08-10-BRCWMD-BAA-Per3	FY 2009 - 2011 Basic Research for Combating Weapons of Mass Destruction (WMD) Broad Agency Announcement (BAA) - Period 3	Closed	Closed	Not Applicable
HDTRA1-08-10-BRCWMD-CALL	FY 2009 - 2011 Basic Research for Combating Weapons of Mass Destruction (WMD) Service Call - Period 3	Closed	Closed	Not Applicable

4. Click on the appropriate Solicitation link from the list.

Solicitation	Title	Phase I	Phase II	Open Phase
HDTRA1-07-RDINO-BAA	Science and Technology New Initiatives	Open	Open	Not Applicable
HDTRA1-09-CHEM-BIO-BAA	Chemical and Biological Technologies Directorate New Initiatives - FY2010 - FY2011 Program Build	Closed	Closed	Not Applicable
HDTRA1-09-NTD-BAA	Advanced Detector Development (ADD) and Nuclear Forensics Research and Development Programs	Closed	Closed	Not Applicable

7. Continue with the Proposal preparation and submission.



D	Help
1.	<p>If you need help use the following link: https://www.dtrasubmission.net/help/help.html</p> <p>or have any questions regarding the DTRA website, please contact the DTRA Helpdesk on +010 1 800 947 4192.</p> <p>or by email at https://www.dtrasubmission.net/helpdesk.htm</p>