

BARDA Digital Resources TechWatch Meeting Request Process

Version 1.0

Creating a BDR Portal Account

Creating a BDR Portal Account

- Open browser* and navigate to the [BDR Portal](#).
- Within the BDR Portal homepage, select **"Create Account"**.
- Users will be redirected to the Registration page.
- Within the Registration page, enter the required contact fields.
- Click **"Submit"**.

The top screenshot shows the BDR Portal homepage. The header includes the U.S. Department of Health & Human Services | Public Health Emergency logo and the BDR BARDA Digital Resources logo. The main content area features a black banner with the text "BARDA Digital Resources: Stakeholder Portal" and "Welcome to BARDA's Stakeholder Portal!". Below the banner, there are three columns of content: "TechWatch Meeting", "EZ-BAA", and "Collaborator Portal". A blue arrow points to the "Create Account" button in the "Sign in or create an account to engage with BARDA" section.

The bottom screenshot shows the registration page titled "Register for new BARDA Portal Account". The page includes a "Home > Register for new BARDA Portal Account" breadcrumb. The registration form has the following fields: "First Name *", "Last Name *", "Primary Email Address *", "Re-enter Email Address *", and "Phone Number" (with a placeholder "Provide a telephone number"). A "Submit" button is located at the bottom of the form.

*For optimal experience, please use Google Chrome as your browser when accessing the BDR Portal

Confirming a BDR Portal Account

- Users will receive a system-generated email from the BDR portal with the subject “Welcome to the BDR Portal”.
- Select the link “Complete Registration” to complete the creation of your account.
- Create and confirm your password using the required criteria
- Select "Register".

The image shows two screenshots. The left screenshot is an email titled "Welcome to the BDR Portal CRM:0101044". It includes the BDR logo and the text "BARDA Digital Resources Dynamics: CRM". The email body says "Hi" and "You have been invited to the BDR Portal. To redeem your BDR account". A blue box highlights the "Complete Registration" link. The email is signed "Sincerely, BDR Team". A blue arrow points from the link in the email to the right screenshot.

The right screenshot is the registration page for the BDR Portal. It features the BDR logo and "BARDA Digital Resources" at the top. Navigation links for "Sign in" and "Complete Registration" are visible. A light blue box contains a long "Redeeming code: v57bJMIzy3UzLCLa3-irXxHPdXOG8goR4xXpEyJx8xqY-Hjho1iEEyKjnshw5tWlmzIX9vsBDaRhZQH748JTRfMhrsRAk4zuVDJtSGvfz00yuszo2dcOpWPI-aWd1nVbUeg4vlpTDH8velLQcxdTQgufn6jZ16C2PMgnzNNxb2E-". Below this is a section titled "Register for new BARDA Portal Account" with input fields for "Email", "Username", "Password", and "Confirm password". A "Register" button is at the bottom. Password requirements are listed: "Passwords must be at least 8 characters long. Passwords must contain at least one lowercase letter. Passwords must contain at least one uppercase letter. Passwords must contain at least one number. Passwords must contain at least one special character (i.e.; !, @, #, \$, %, ^, &, *, etc.)."

Creating a BDR Portal Profile

- After creating an account password, Users will be directed to their profile page.
- Users may update any of the presented fields at their discretion (not required).
- Select **“Update”**.
- A green notification will confirm your changes have been successfully saved.
- Select the **“Home”** icon to return to the BDR Portal landing page.

The screenshot shows the BDR Portal Profile page. At the top, the BDR logo and 'BARDA Digital Resources' are visible. A navigation bar includes a home icon (highlighted with a red box), 'TechWatch', 'EZ-BAA', and 'Collaborator'. A green notification banner at the top right states 'Your profile has been updated successfully.' with a close button 'X'. The profile form includes fields for First Name, Middle Name, Last Name, Email, Primary Phone, Mobile Phone, US Citizen (Yes/No), Contact Type (Entrepreneur), and Job Title (CEO). Below these fields is a section for 'How did you learn about BARDA?' with an 'Add' button. A table shows 'Referral Source Type' as 'BARDA Industry Day' and 'Referral Source Note' as an empty field. At the bottom, the 'Update' button is highlighted with a red box.

General BDR Portal Navigation

Logging into the BDR Portal

- After a User creates a BDR Portal account, they will be able to log-in by selecting “Sign in” at: <https://bdr.hhs.gov/>
- Users will first be required to enter their Username and Password, then select “Sign in”.
- Once a User has successfully entered their Username and Password, a security code will be sent to their e-mail address.
- Users will need to enter their assigned security code within the BDR security code page and select “verify”.

The screenshot shows the homepage of the BDR BARDA Digital Resources Stakeholder Portal. At the top, it says "U.S. Department of Health & Human Services | Public Health Emergency" and "BDR BARDA Digital Resources". Below that, it says "BARDA Digital Resources: Stakeholder Portal" and "Welcome to BARDA's Stakeholder Portal! Sign in or create an account to engage with BARDA". There are two buttons: "Sign In" and "Create Account". Below this, there are three sections: "TechWatch Meeting Request", "EZ-BAA", and "Collaborator Portal". At the bottom, there are logos for ASPR and BARDA.

The screenshot shows the login page of the BDR BARDA Digital Resources. At the top, it says "BDR BARDA Digital Resources". Below that, there are two buttons: "Sign in" and "Complete Registration". Below this, it says "Sign in with your BARDA Portal account credentials". There are two input fields: "* Username" and "* Password". Below these fields, there are two buttons: "Sign in" and "Forgot your password?".

The screenshot shows the security code verification page of the BDR BARDA Digital Resources. At the top, it says "BDR BARDA Digital Resources". Below that, it says "Enter security code". There is one input field: "Code". Below this field, it says "Please check your Inbox and Spam folders for the security code." Below this, there is a "Verify" button. At the bottom, there are logos for ASPR and BARDA.



BDR Portal Landing Page

- After logging in, Users will be directed to the BDR Portal landing page.
- Within this landing page, Users will be able to access all the BDR project areas including:
 - TechWatch
 - EZ-BAA
 - Collaborator Portal
- Users can navigate back to the BDR Portal landing page by clicking the home icon on the top hand navigation toolbar.

The screenshot shows the BDR Portal landing page. At the top, there is a navigation bar with the BDR logo and 'BARDA Digital Resources' on the left, and a home icon, 'TechWatch', 'EZ-BAA', and 'Collaborator' on the right. Below the navigation bar is a dark header with the text 'BARDA Digital Resources: Stakeholder Portal' and 'Welcome to BARDA's Stakeholder Portal!'. The main content area is divided into three columns. The first column is titled 'TechWatch Meeting Request' and describes the process for requesting a meeting. The second column is titled 'EZ-BAA' and describes the Easy Broad Agency Announcement process. The third column is titled 'Collaborator Portal' and describes the portal for file exchange and sharing. Each column has a 'Learn More' button. At the bottom of the page, there are logos for the Department of Health & Human Services, ASPR (Assistant Secretary for Preparedness and Response), and BARDA.

Navigating to the TechWatch Home

- After a User has signed in and been directed to the BDR Portal Landing Page, a User should select “**TechWatch Home**” to access their TechWatch Meeting Request Dashboard.

BDR BARDA Digital Resources

Home | TechWatch | EZ-BAA | Collaborator

BARDA Digital Resources: Stakeholder Portal

Welcome to BARDA's Stakeholder Portal!

TechWatch Meeting Request

The USG seeks information from stakeholders on available medical countermeasures in development. BARDA is particularly interested in products, technologies, and capabilities that have progressed into or beyond clinical trials, have established large-scale cGMP manufacturing capability, or utilize an approved platform.

These requests are for market research purposes only and are not considered submissions for potential funding.

[TechWatch Home](#)
Learn More

EZ-BAA

The Easy Broad Agency Announcement (EZ-BAA) sets forth areas of interest (AOIs) for the Division of Research, Innovation, and Ventures (DRIVE) and seeks abstracts for efforts to develop revolutionary health security products, technologies, and innovations in order to increase the Government's capability and capacity to respond to national security health threats.

The EZ-BAA is for projects aligned with open AOIs, total funding under \$750,000, and including a cost-share element.

[EZ-BAA Home](#)
Learn More

Collaborator Portal

BARDA's portal for file exchange and sharing. Access is limited to funded partners and collaborators.

Existing funded partners and collaborators use this portal to upload contract deliverables, project updates, and other relevant documentation.

[Collaborator Portal Home](#)
Learn More

HHS | ASPR | BARDA

TechWatch Request Dashboard

- Once a User has successfully navigated to the TechWatch Home, a User will be presented with their TechWatch Meeting Request Dashboard.
- A User may review any meeting requests previously submitted through the BDR Portal and continue any in-progress requests from this page.
- For faster navigation and easier querying, a User may filter their requests by status within the left-hand filter menu.

U.S. Department of Health & Human Services | Public Health Emergency

BDR BARDA Digital Resources

Home > TechWatch Meeting Request

TechWatch Meeting Request

Request a Meeting

Filter by Request Status

- Draft
- Submitted
- In Review
- Invited to TechWatch Meeting
- TechWatch Meeting Scheduled
- Closed

Apply

Title ↑	Organization	Request Status	Submitted By	Created On
There are no records to display.				

Department of Health & Human Services | ASPR | BARDA

Submitting a TechWatch Meeting Request

Submitting a TechWatch Meeting Request

- In order to initiate a new TechWatch Meeting Request, a User should select “Request a Meeting” within their TechWatch Meeting Request Dashboard.

U.S. Department of Health & Human Services | Public Health Emergency

BDR BARDA Digital Resources

Home > TechWatch Meeting Request

TechWatch Meeting Request

Request a Meeting

Filter by Request Status

- Draft
- Submitted
- In Review
- Invited to TechWatch Meeting
- TechWatch Meeting Scheduled
- Closed

Apply

Title ↑	Organization	Request Status	Submitted By	Created On
There are no records to display.				

U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES
ASPR
ASSISTANT SECRETARY FOR PREPAREDNESS AND RESPONSE
BARDA

TechWatch – About Tab

- In the **About** tab, Users “**About You/Basic Info**” will auto-populate from their profile data. Users will be able to either confirm or modify this information.
- To complete the required information for this tab, a User will need to confirm the organization they are submitting the abstract on behalf of.
- The User will be able to select an existing organization through the organization dropdown or associate a new organization using the “**Find an Organization**” option.

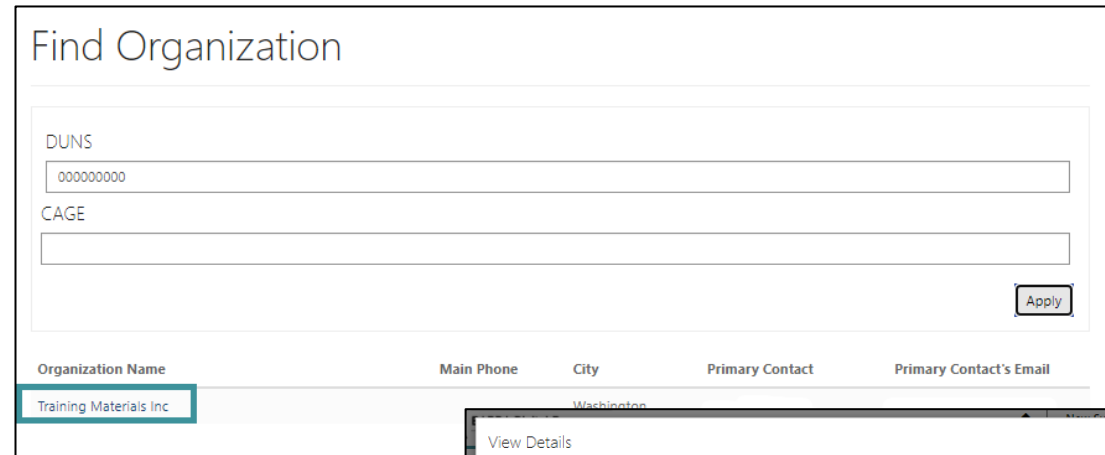
The screenshot shows the 'TechWatch Meeting Request' form in the 'About' tab. The form is titled 'About You / Basic Info' and contains several input fields: 'First Name', 'Last Name', 'Email', 'US Citizen?' (a dropdown menu with 'Yes' selected), 'Organization' (a dropdown menu with a search icon), 'Phone' (a text field with the placeholder 'Provide a telephone number'), 'Job Title', and 'Contact Type' (a dropdown menu). A 'Next' button is located at the bottom left of the form. Below the form, there is a question: 'Are you submitting this request on behalf of another organization/attendee?' with radio buttons for 'No' (selected) and 'Yes'. The top of the page features the BDR logo and navigation links for 'TechWatch', 'EZ-BAA', and 'Collaborator'.

About: Finding an Existing Organization

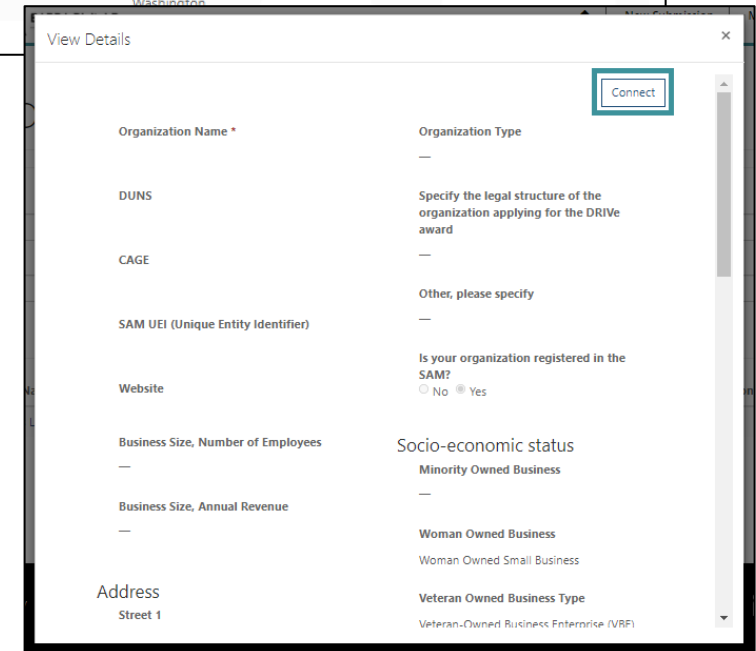
- When a User selects “**Find an Organization,**” they will be given two options:
 1. Find an Organization that already exists within the BARDA database.
 2. Add a new Organization.

Find an existing Organization:

- Users will search using the DUNS and/or CAGE number for the Organization.
- If the Organization record already exists, the Organization name and information will populate in a table below the search menu.
- To associate, a User should select the Organization name, and select “**Connect**” within the subsequent popup menu.



The screenshot shows a web form titled "Find Organization". It contains two input fields: "DUNS" with the value "000000000" and "CAGE" which is empty. An "Apply" button is located at the bottom right of the form. Below the form is a table with the following columns: "Organization Name", "Main Phone", "City", "Primary Contact", and "Primary Contact's Email". The first row of the table has "Training Materials Inc" in the "Organization Name" column, which is highlighted with a blue box.



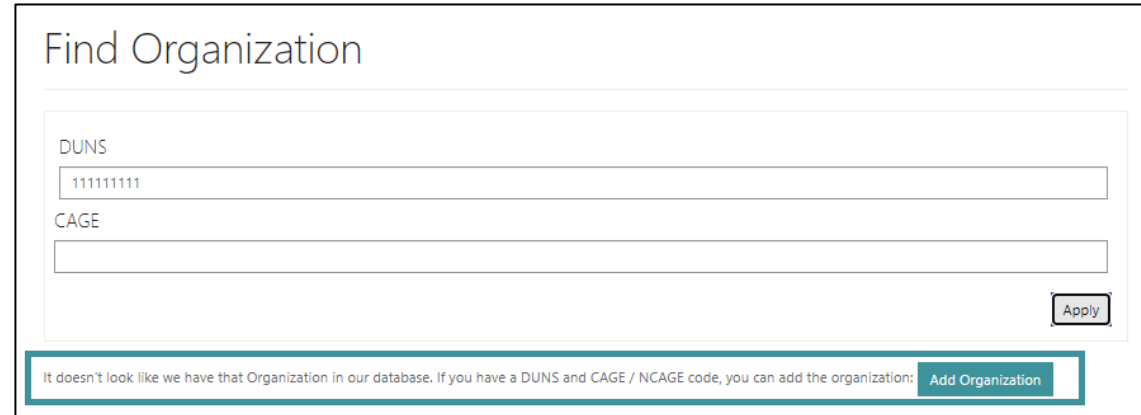
The screenshot shows a "View Details" popup menu. It contains a "Connect" button in the top right corner, highlighted with a blue box. The form fields are organized into two columns. The left column includes: "Organization Name *", "DUNS", "CAGE", "SAM UEI (Unique Entity Identifier)", "Website", "Business Size, Number of Employees", "Business Size, Annual Revenue", and "Address" (with "Street 1" below it). The right column includes: "Organization Type", "Specify the legal structure of the organization applying for the DRIVE award", "Other, please specify", "Is your organization registered in the SAM?" (with radio buttons for "No" and "Yes"), "Socio-economic status" (with options for "Minority Owned Business", "Woman Owned Business", and "Woman Owned Small Business"), and "Veteran Owned Business Type" (with "Veteran-Owned Business Enterprise (VBE)" below it).

About: Adding a New Organization

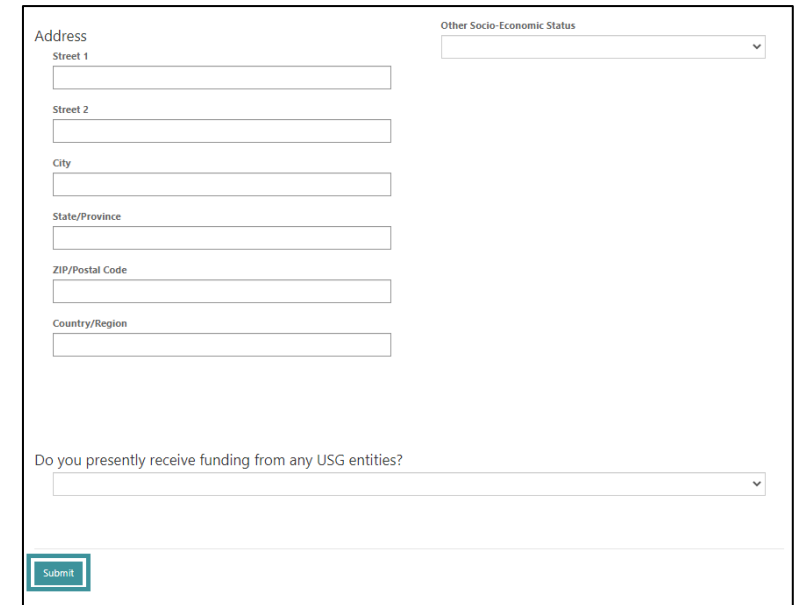
- When a User selects “**Find an Organization,**” they will be given two options:
 1. Find an Organization that already exists within the BARDA database.
 2. Add a new Organization.

Add a new organization:

- Users will search using the DUNS and/or CAGE number for the Organization.
- If the Organization does not exist, a User will be given the option to “**Add Organization**” below the search menu.
- To add the Organization record, Users must populate the required Organization data within the presented popup window, then select “**Submit**” at the bottom of the window.



The screenshot shows a search interface titled "Find Organization". It features two input fields: "DUNS" with the value "11111111" and "CAGE" which is empty. An "Apply" button is located to the right of the CAGE field. Below the input fields, a message states: "It doesn't look like we have that Organization in our database. If you have a DUNS and CAGE / NCAGE code, you can add the organization:" followed by a blue "Add Organization" button.



The screenshot shows a form for adding a new organization. It includes several input fields: "Street 1", "Street 2", "City", "State/Province", "ZIP/Postal Code", and "Country/Region". There are also two dropdown menus: "Other Socio-Economic Status" and "Do you presently receive funding from any USG entities?". A blue "Submit" button is located at the bottom left of the form.


About: Submitting Request on Behalf of Another Organization/Attendee

- After a User has added their organization to the request record, a User must answer if they are submitting the meeting request on behalf of another organization or attendee.
 - If Yes, Users must provide contact information for the product stakeholder who will be attending the meeting.
- After entry and review is complete, the User should select “**Next**”.

Are you submitting this request on behalf of another organization/attendee?
 No Yes

Please provide contact info for the product stakeholder who will be attending the meeting.

Organization Name *	Organization Website
<input type="text"/>	<input type="text"/>
First Name *	Phone
<input type="text"/>	<input type="text" value="Provide a telephone number"/>
Last Name *	Job Title
<input type="text"/>	<input type="text"/>
Email *	
<input type="text"/>	
US Citizen? *	
<input type="text" value=""/>	



TechWatch – Contact Tab

- Within the **Contact** tab, Users will be able to provide Contact-related information.
- Some fields will pre-populate based on the User’s profile; however, the information can be updated on this screen.
- After entry and review is complete, Users should select “**Next**”.

TechWatch Meeting Request

About **Contact** Organization Funding Product TechWatch Documents Summary




How did you learn about the TechWatch program? (Check all that apply)

- BARDA Industry Day
- DRIVE Event
- News Article or Blog
- DRIVE Website
- DRIVE Accelerator
- BARDA via MedicalCounterMeasures.gov or PHE.gov
- Advocacy Group
- A Colleague
- Social Media
- Scientific Conference
- Scientific Publication

Do you wish to be added to the BARDA marketing mailing list?

No Yes

[Previous](#) [Next](#)

TechWatch – Organization Tab

- Within the **Organization** tab, Users will be able to provide their Organization-related data.
- Some Organization data will pre-populate based on the Organization record within the BARDA database; however, this data can be modified when submitting a TechWatch Meeting Request.
- After entry and review is complete, Users should select “Next”.

TechWatch Meeting Request

About ✓ Contact ✓ **Organization** Funding Product TechWatch Documents Summary

Please enter the primary worksite address for the organization.

Street 1
100 Independence Avenue, S.W.

Street 2

City
Washington

State/Province
District of Columbia

Postal Code
20201

Country
United States

Please provide your organization type
Biopharmaceutical

Specify the legal structure of the organization
Federally Funded Research and Development Center

Please provide the socio-economic status of your organization, if applicable.

Minority Owned Business
Black American Owned

Woman Owned Business
Woman Owned Business

How many employees does your organization have?
10-49 Employees

What is your organizations's annual revenue?
\$1M < \$10M

Is your organization registered in SAM?
 No Yes

SAM UEI (Unique Entity Identifier)
0011ABC12345

Please specify a DUNS Number
000000000

Please specify a CAGE Code
111111111

Specify the NAICS Code
541713

Veteran Owned Business
Veteran-Owned Business Enterprise (VBE)

Other Socio-Economic Status
N/A

Previous Next

TechWatch – Funding Tab

- Within the **Funding** tab, Users will be able to provide their funding-related data.
- After entry and review is complete, Users should select “**Next**”.
- **Please Note: BARDA cannot discuss topics currently in the procurement process or proposals being evaluated by BARDA that are relevant to this product.**
 - If a User answers “Yes” to the question “*Do you have any pending submissions for grants or contracts with BARDA that pertain to THIS product*”, a User will not be able to submit the meeting request.

TechWatch Meeting Request

About ✓ Contact ✓ Organization ✓ **Funding** Product TechWatch Documents Summary

Do you have any pending submissions for grants or contracts with BARDA that pertain to THIS product?
 No Yes



Do you have current USG funding for this product?
 No Yes

Do you have any pending submissions for grants or contracts with BARDA that pertain to ANY product?
 No Yes

Please specify the pending contract or grant name. *

Any planned submissions related to this product may result in a delay of your meeting request being reviewed. BARDA cannot discuss topics currently in the procurement process or proposals being evaluated by BARDA during the TechWatch meeting.

[Previous](#) [Next](#)

TechWatch – Product Tab

- Within the **Product** tab, Users will be able to provide their product-related data.
- Users should provide the following Product Details:
 - Product Type
 - Product Sub-Types
 - Proprietary Name
 - Non-Proprietary Name
 - Product URL (if applicable)
- A User can add multiple Product Sub-Types by searching in the query window.
- To search on partial text, use the asterisk (*) wildcard character.

TechWatch Meeting Request

About ✓ Contact ✓ Organization ✓ Funding ✓ **Product** TechWatch Documents Summary

All submissions to BARDA Digital Resources are voluntary and are for information only. Submission of complete information may facilitate the routing of your request to the most appropriate subject matter expert(s).

Entities with an abstract, white paper, or proposal currently under review for any ASPR solicitation are not eligible to schedule a TechWatch meeting related to that submission. If you have concerns regarding your eligibility, please raise them with the TechWatch team as soon as possible: TechWatchInbox@hhs.gov.

Please note: TechWatch requests are for market research purposes only and are not considered submissions for potential funding.

Previous Next

Product Details

Product Type * Therapeutic

Proprietary Name * Meddy

Non-Proprietary Name * Meddy Help

Product Sub-Types

Add Product Sub-Types

Product URL * https://

Please include a development, regulatory update, or site locations, as applicable.

To search on partial text, use the asterisk (*) wildcard character.

Product Sub-Type	Product Type
<input checked="" type="checkbox"/> Antibiotic	Therapeutic
<input type="checkbox"/> Anti-inflammatory	Therapeutic
<input type="checkbox"/> Anti-toxin	Therapeutic
<input type="checkbox"/> Anti-viral	Therapeutic
<input type="checkbox"/> Blood product	Therapeutic
<input type="checkbox"/> Blood product substitute	Therapeutic

Selected records

Add Cancel

TechWatch – Product Tab (Continued)

- Users will be able to provide details on the specific threat agent or DRIVE program relevant to their product.
- Users can add one or more Threat Area or DRIVE Program by clicking “**Add Threat Areas**” or “**Add DRIVE Programs**” and searching in the query window.
- After entry and review is complete, Users should select “**Next**”.

The screenshot displays the 'Product Tab' interface with two modal windows open. The main form on the left includes fields for 'Category Of Threat Area' (set to Biological), 'Specific Threat Agent' (with 'Coronavirus' entered), 'Relevant DRIVE Program (if applicable)' (with 'DRIVE Challenges' selected), and 'Technology Readiness Level' (set to 'TRL 9: Post-Licensure and post-approval activities'). There are also checkboxes for 'Source Of Sample For Testing' (Blood, Urine, Stool, Sputum, Other). The 'Add Threat Areas' modal window is open, showing a search bar and a list of threat areas under the 'Biological' group, including Anthrax, Antimicrobial Resistance, Botulism, Coronavirus, COVID-19, and Glanders. The 'Add DRIVE Programs' modal window is also open, showing a search bar and a list of programs including BARDA Ventures, Beyond the Needle, Bringing Laboratory Testing to the Home, COVID-19 Host targeted algorithms, diagnostics, wearables, Digital Health Tools for Pandemic Preparedness, and DRIVE Challenges. Arrows indicate the flow from the main form to the modal windows.

TechWatch – TechWatch Tab

- Within the *TechWatch* tab, Users will be able to provide additional details that will assist in appropriately routing the meeting request submission.

TechWatch Meeting Request

About ✓ Contact ✓ Organization ✓ Funding ✓ Product ✓ **TechWatch** Documents Summary

Does your meeting request relate to an active BARDA EZ-BAA Area of Interest (AOI) or program area?
 No Yes

Please select the related Area Of Interest (AOI). *

Does your meeting request relate to an active BARDA BAA Area of Interest (AOI) or program area?
 No Yes

Please select the related Area Of Interest (AOI). *

Does this meeting request include proprietary, confidential, or trade secret information?
 No Yes

It is the responsibility of the submitter to mark all proprietary, confidential, or trade secret material appropriately. If you are submitting any of this material, please ensure that it is marked appropriately prior to submission. Please be aware that all authorized Site Administrators, Network Administrators, Agency Administrators, and Subject Matter Experts may have access to this information. This information is, however, not releasable to the Public.

TechWatch – TechWatch Tab (Continued)

- Within this tab, Users can add all other product stakeholders who will be attending the TechWatch Meeting.
- To add additional product stakeholders to the meeting, Users can select “**Add a New Meeting Participant**” to provide the high-level contact information for the participants.
- After entry and review is complete, Users should select “**Next**”.

What are your key objectives for the meeting?

Primary *

Secondary

Tertiary

All meeting requests are routed to BARDA by default, if you are interested in routing your request to NIH as well please select the checkbox. Please ensure that the requestor has not selected an entity which is currently competing for a contract under an active solicitation issued in accordance with the Federal Acquisition Regulation (FAR 15.3).

No Yes

Please add all other product stakeholders who will be attending the meeting including their job title, organization and contact information.

[Add a New Meeting Participant](#)

Full Name	Job Title	Organization	Email Address	US Citizen?
There are no records to display.				

[Previous](#) [Next](#)

Create

Please enter the following information for your TechWatch Meeting Participant

First Name *

Last Name *

Job Title

Organization

Email Address *

US Citizen? *

[Submit](#)



TechWatch – Documents Tab

- Within the **Documents** tab, Users will be able to upload documents relevant to their TechWatch Meeting Request.
- To add files, Users should take the following steps:
 - Select **"Add files"**
 - Select **"Choose file"**
 - Locate file(s) and select **"Open"**
 - Confirm file has been added to the **"Add files"** widow. Click **"Add Files"**
- Please limit your supporting documents to the following file types: Word (.docx), Excel (.xlsx), PowerPoint (.pptx), Project (.mppx), PDF (.pdf).

TechWatch Meeting Request

About ✓ Contact ✓ Organization ✓ Funding ✓ Product ✓ TechWatch ✓ Documents Summary

Documents

The information requested in the template are most important for BARDA reviewers. Other materials provided are considered supplemental and may not be reviewed. Files have a maximum upload limit of 50MB

There are no folders or files to display.

Previous Next

Add files

Add files

Choose files Choose Files No file chosen

Overwrite existing files

Add Files Cancel

Open

Supporting Abstract Materials

File name: Supporting Abstract Materials All Files

Open Cancel

Add files

Choose files Choose Files Supporting ...aterials.pdf

Overwrite existing files

Add Files Cancel

TechWatch – Summary Tab

- Within the **Summary** tab, Users will be able to review all data and documents that have been inputted throughout the meeting request entry.
- Users should review the summary data, ensuring at a minimum that the required data fields are accurate and populated.
- After the review is complete, Users should confirm that the request data is accurate and complete via the checkbox at the bottom of the tab and select **“Submit”**.

The screenshot displays the 'TechWatch Meeting Request' interface, specifically the 'Summary' tab. At the top, a navigation bar includes tabs for 'About', 'Contact', 'Organization', 'Funding', 'Product', 'TechWatch', 'Documents', and 'Summary', with 'Summary' currently selected. Below the navigation bar is a disclaimer: 'Note: This is a meeting request, not a submission for funding. Material submitted through this website is for information only. It is not a request for proposal (RFP) and does not commit the government to issue a solicitation, make a contract award, or pay any costs associated with responding to this announcement. All submitted information shall remain with the government and will not be returned. The BDR Portal does not accept unsolicited proposals, as described in FAR Subpart 15.6. Please submit unsolicited proposals directly to the appropriate federal agency. All regulatory submissions and requests to meet with FDA regarding regulatory issues (e.g., scheduling of any regulatory meetings) are to be submitted to FDA directly, not through the portal, and should follow applicable regulations and guidance for these matters. It is the responsibility of the submitter to mark all proprietary, confidential, or trade secret material appropriately. If you are submitting any of this material, please ensure that it is marked appropriately prior to submission. Please be aware that all authorized Site Administrators, Network Administrators, Agency Administrators, and Subject Matter Experts may have access to this information. This information is, however, not releasable to the Public. All submissions to the BDR Portal are voluntary and are for information only. However, the submission of complete information may facilitate the routing of your request. The information that you have submitted will be kept on file with the government and will be available to relevant personnel in various agencies within the federal government.'

Below the disclaimer are 'Previous' and 'Submit' buttons. The 'About' section is titled 'TechWatch Meeting Requestor' and contains the following fields:

- First Name *: John
- Last Name *: Doe
- Email *: john.doe@example.com
- US Citizen? *: Yes
- Organization: HBJ Testing
- Phone: Provide a telephone number
- Contact Type: Entrepreneur
- Job Title: CEO

Below these fields is a checkbox for 'Are you submitting this request on behalf of another organization/attorney?' with 'No' selected.

The 'How did you learn about the TechWatch program?' section includes several checkboxes:

- BARDIA Industry Day
- DRIVE Website
- Advocacy Group
- Scientific Conference
- News Article or Blog
- BARDIA via MedicalCounterMeasures.gov or PHE.gov
- DRIVE Event
- Drive Accelerator
- A Colleague
- Scientific Publication
- Social Media

The 'Documents' section contains the text: 'The information requested in the template are most important for BARDA reviewers. Other materials provided are considered supplemental and may not be reviewed. Files have a maximum upload limit of 50MB' and an 'Add files' button. Below this is a message: 'There are no folders or files to display.'

The 'Review and Submit' section features a checkbox: 'By clicking Submit, you are confirming that all fields and documentation provided are final. Following submission, the meeting request will be reviewed by BARDA team member and you will be notified progression of the meeting request.' Below this is another 'Previous' and 'Submit' button.

At the bottom right of the page are the logos for ASPR (Assistant Secretary for Professional and Regulatory) and BARDA (Biomedical Advanced Research and Development Authority).

TechWatch – Summary Complete

- After a User has completed the TechWatch Meeting Request submission process, they will be directed back to the TechWatch Meeting Request dashboard.
- Users will be able to view their submission details from the Meeting Request dashboard.
- The “**Request Status**” will be updated as the submission moves through the BARDA review process.

Home > TechWatch Meeting Request

TechWatch Meeting Request

Request a Meeting

Filter by Request Status

- Draft
- Submitted
- In Review
- Invited to TechWatch Meeting
- TechWatch Meeting Scheduled
- Closed

Apply

Title ↑	Organization	Request Status	Submitted By	Created On
BDR-TW-2022-1022		Submitted		3/15/2022 9:57 AM

Logos: BARDA, ASPR (Assistant Secretary for Preparedness and Response), Department of Health and Human Services



Questions?

For any assistance using the BDR Portal, please reach out to [BDR Admin Inbox@hhs.gov](mailto:BDR_Admin_Inbox@hhs.gov)