

CONTRACTOR TRACK • CITATION TEMPLATES

Citation Language Templates

Pre-written paragraphs that contractors can adapt and include in technical proposal volumes when citing an Encore EFAIRA Readiness Receipt. Federal-grade language. Drop-in ready.

LIBRARY REFERENCE	ISSUED	VERSION	DISTRIBUTION
EFAIRA-CITATION-V1	May 2026	1.0	Public Reference

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A. How to use

The paragraphs below are pre-written for use in federal proposal volumes. Each template can be used as-is or adapted to the specific solicitation language. Substitute the bracketed fields with your specific values. Always verify that the cited receipt details, hash, and date match your actual issued receipt.

These templates are written to satisfy federal evaluation expectations around independent third-party assessment citations. They are tone-tuned for technical proposal volumes, not marketing materials.

B. Template 1 — Brief citation for general AI capability proposals

The proposed AI capability has been evaluated under the Encore Federal AI Readiness Audit (EFAIRA), a 30-point independent assessment methodology across eight evaluation domains. The Encore Readiness Receipt issued [DATE] documents the readiness scoring and is available for verification at the hash reference [HASH-ID]. The methodology and framework alignment are published at encoresvcslc.com/methodology.

C. Template 2 — Detailed citation for risk management subfactor scoring

The proposing team engaged Encore Services LLC, an independent Service-Disabled Veteran-Owned Small Business, to conduct a third-party Federal AI Readiness Audit (EFAIRA) on the proposed AI capability prior to submission. The assessment evaluated the capability across eight domains including AI use case disclosure, pre-deployment risk and impact assessment, human oversight, data provenance, performance monitoring, incident response, bias screening, and transparency artifacts. The Encore Readiness Receipt issued [DATE] under reference [HASH-ID] confirms the assessment outcome. The methodology aligns with OMB Memorandum M-25-22 minimum risk management practices, the NIST AI Risk Management Framework Govern function, and applicable FedRAMP and CMMC controls. Methodology details are published at encoresvcslc.com/methodology.

D. Template 3 — Citation for NIST AI RMF alignment statement

Framework alignment with the NIST AI Risk Management Framework Govern, Map, Measure, and Manage functions has been independently validated through the Encore Federal AI Readiness Audit (EFAIRA). The Encore Readiness Receipt issued [DATE] under reference [HASH-ID] documents the function-level alignment review. The contractor maintains the substantive AI RMF documentation; the Encore audit provided independent third-party review of the alignment claims made in this proposal volume.

E. Template 4 — Citation for OMB M-25-22 compliance statement

The proposed AI capability satisfies the minimum risk management practices specified in OMB Memorandum M-25-22 as evaluated independently under the Encore Federal AI Readiness Audit. The Encore Readiness Receipt issued [DATE] under reference [HASH-ID] documents the M-25-22 requirement coverage. Specific M-25-22 practice areas evaluated include AI use case disclosure, pre-deployment risk assessment, human oversight, data provenance, performance monitoring, incident response, bias screening, and transparency artifacts.

F. Template 5 — Citation for past performance narrative

The proposing team has subjected this AI capability to the Encore Federal AI Readiness Audit, a 30-point independent third-party assessment used by federal contractors to demonstrate AI procurement readiness. The audit produces a hash-verifiable Readiness Receipt that can be referenced in technical proposal volumes. The proposing team's voluntary engagement with EFAIRA is evidence of the team's commitment to rigorous AI risk management practice and to documentation that withstands federal evaluator scrutiny.

G. Template 6 — Brief acknowledgment in a non-AI-primary proposal

AI components within the proposed solution have been evaluated under the Encore Federal AI Readiness Audit (EFAIRA), an independent 30-point methodology. The Encore Readiness Receipt issued [DATE] confirms the AI component readiness scoring.

Verification. Each Encore Readiness Receipt carries a unique hash identifier that the agency can verify. Verification confirms the existence and content of the receipt but does not constitute agency endorsement of the underlying AI capability. The receipt is one input to the agency's source selection decision, not a substitute for it.

H. Things to avoid

Language patterns that overstate the citation:

- **Do not claim certification by a federal agency.** The Encore Readiness Receipt is an independent commercial third-party assessment, not a federal certification.
- **Do not claim Encore endorsement of the capability.** The assessment documents readiness scoring, not capability quality or contract suitability.

- **Do not omit the hash reference.** The hash makes the receipt verifiable; citation without it weakens the value of the citation.
- **Do not include receipt content beyond what the contractor is authorized to release.** The methodology and scoring summary are public reference materials; specific findings against your capability are between you and Encore.

Working tool. These templates are provided as a working tool for federal contractors who have engaged Encore for an EFAIRA Readiness Audit. They are not legal advice. Always have proposal volume language reviewed by your proposal compliance and legal counsel before submission.

ABOUT ENCORE SERVICES LLC

Encore Services LLC is a federal contracting firm focused on AI software readiness assessment for federal agencies and the contractors serving them. The EFAIRA methodology and this library are published as a public reference for the federal acquisition workforce. The methodology itself is free to reference and cite. Encore charges only for the application of the methodology to specific contractor or software assessments under defined commercial engagements.

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CURRENCY AND VERIFICATION

This material reflects the federal AI policy, regulatory, and acquisition landscape as of the date shown on the cover page. Federal AI policy and guidance change continuously. New executive orders, OMB memoranda, NIST framework revisions, agency-specific implementation guidance, GAO and Inspector General reports, FedRAMP and CMMC updates, and judicial decisions can supersede or materially alter the references in this document. Before applying any cited authority to a live procurement, contractor proposal, or agency acquisition decision, verify the current text of the authority against the original publishing body and confirm that no superseding guidance has been issued. Encore updates this library on a published cadence; consult the current version at encoresvcsllc.com/methodology before relying on any specific reference.

USER RESPONSIBILITIES

Users of this material are responsible for verifying all cited authorities against the current authoritative text, confirming agency-specific implementation guidance applicable to their procurement, consulting their own legal, compliance, and acquisition counsel before any decision, recognizing that federal AI policy and guidance evolve continuously, and citing original source documents in formal acquisition work product rather than this reference. This material is a working tool. It is not a substitute for original authority and is not a substitute for counsel.

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