APPENDIX A: Glossary of Terms Used in the RFP

The following definitions apply to the terms as used in this RFP:

Authorized Organizational Representative or **AOR:** An individual authorized to enter into legal agreements on behalf of, and commit resources of, the Applicant.

Creditable Third Party: A survey house, an accountant, or another third party organization able to certify or verify that the stated economic impacts are accurate.

Key Staff: Staff other than the Center Director involved in decision-making or critical to the center's success.

Manufacturing Extension Partnership (MEP) Program: A nationwide network of local centers offering technical and business assistance to small and medium-sized manufacturers. See NIST MEP

Medium-sized Manufacturer: A manufacturing firm employing between 100 and 499 employees.

National Institute of Standards and Technology (NIST): A non-regulatory federal agency within the U.S. Commerce Department's Technology Administration. NIST's mission is to promote U.S. innovation and industrial competitiveness by advancing measurement science, standards, and technology in ways that enhance economic security and improve quality of life.

NIST MEP: The National Institute of Standards and Technology Manufacturing Extension Partnership (http://www.nist.gov/mep/) works with small and mid-sized U.S. manufacturers to help them create and retain jobs, increase profits, and save time and money.

Partner Organization: An organization selected by the Applicant to provide specified basic or specialty services to the Applicant's clients in coordination with the Applicant.

Small-sized Manufacturer: A manufacturing firm employing fewer than 100 employees.

Solutions Forum: This half-day forum is designed for NY manufacturing to meet directly with resources from across the state in a one-on-one "speed dating" format to identify assistance available to address issues the company is facing.