HOW TO DO BUSINESS WITH THE NDCEE
A Guide for Our Stakeholders
Contents

1. Program Requirements Snapshot 2
2. NDCEE Focus Areas and Proposal Sources 3
3. Proposal Eligibility 4
4. Project Selection Process 5
5. Funded Project Initiation 7
6. Funded Project Reporting Requirements 8
7. Marketing Requirements 9
8. Close-Out Requirements 9

Points of Contact

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Director</td>
<td>Ms. Poppy Harrover, OASA (IEE)</td>
<td>571-286-8367</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="mailto:Poppy.j.harrover.civ@mail.mil">Poppy.j.harrover.civ@mail.mil</a></td>
</tr>
<tr>
<td>NDCEE Program Management Office –</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operated by the U.S. Army</td>
<td>Ms. Jennifer Rawlings, USAEC</td>
<td>210-808-1551</td>
</tr>
<tr>
<td>Environmental Program Facilitator</td>
<td>Mr. Adrian Salinas, USAEC</td>
<td>210-466-1578</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="mailto:Adrian.o.salinas2.civ@mail.mil">Adrian.o.salinas2.civ@mail.mil</a></td>
</tr>
<tr>
<td>Energy Program Facilitator</td>
<td>Mr. Clayton Ferguson, USAEC</td>
<td>210-466-0284</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="mailto:Clayton.w.ferguson2.civ@mail.mil">Clayton.w.ferguson2.civ@mail.mil</a></td>
</tr>
<tr>
<td>Safety &amp; Occupational Health</td>
<td>Mr. Charles Serafini, USAEC</td>
<td>210-466-1571</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="mailto:Charles.p.serafini.civ@mail.mil">Charles.p.serafini.civ@mail.mil</a></td>
</tr>
</tbody>
</table>

General Information

Current project information is available in the NDCEE library. Note that because of potentially sensitive financial information within the project folders, contractors will be granted access to specific projects which they support, upon the project manager request. Everyone can access the focus area folders for meeting agendas and other information.

1. First, log into the DENIX homepage at https://www.denix.osd.mil/
2. Then, go to https://authoring.denix.osd.mil/ndcee-library

Archived program and project information can be accessed within the “Archive” on the NDCEE DENIX website. https://denix.osd.mil/ndcee/technologies/
1. Program Requirements Snapshot

The information below is provided up front, for your convenience. Please read further, or contact the NDCEE Program Management Office for more details.

### Basic NDCEE Project Eligibility Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BA4</strong></td>
<td>Budget Activity 4 eligible</td>
</tr>
<tr>
<td><strong>TRL 6</strong></td>
<td>Technology Readiness Level 5-6 at entry / 8-9 at exit</td>
</tr>
<tr>
<td><strong>Valid Multi-Service Need</strong></td>
<td>Must be needed by 2 or more Services</td>
</tr>
<tr>
<td><strong>Technology Transition Partner</strong></td>
<td>One Service must sign policy-compliant agreement</td>
</tr>
<tr>
<td><strong>Two-Year Duration</strong></td>
<td>Project must be complete within two years</td>
</tr>
</tbody>
</table>

### Key Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Mar</td>
<td>Call for Proposals</td>
</tr>
<tr>
<td>1 Apr</td>
<td>Quad charts due</td>
</tr>
<tr>
<td>7 May</td>
<td>Advancing project candidates are notified</td>
</tr>
<tr>
<td>28 May</td>
<td>White paper and revised quad charts due</td>
</tr>
<tr>
<td>July</td>
<td>Final notifications (based on funding received)</td>
</tr>
<tr>
<td>31 Aug</td>
<td>New project packages due</td>
</tr>
</tbody>
</table>

### Scoring Criteria

**MISSION / READINESS ✶ TECHNICAL QUALITY ✶ TRANSITION POTENTIAL ✶ MODERNIZATION / INNOVATION**

### Selected Project Funding Authorization Requirements Package

1. Technology Transition Agreement  
2. Detailed Cost Estimate  
3. Project Plan  
4. Signed support agreement (7600A/B or DD 1144), if required by the funded organizations  
5. MIPR questionnaire and MIPR instructions

### Reporting Requirements

- **Quarterly** –  
  - Verbal Update to Focus Group
- **Quarterly** –  
  - Telephonic IPR briefing, including cost/schedule/ performance
- **Periodic Marketing** –  
  - Participate in project promotion through various multi-media means (fact sheets, interviews, articles)

*This is a living document. Contact the PMO for the latest version.*
2. NDCEE Focus Areas and Proposal Sources

The NDCEE Program community includes three groups that represent the user community’s needs.

- **Defense Safety Oversight Council (DSOC) Steering Group** – This council is not an NDCEE established group. However, the DSOC (formerly the Safety and Occupational Health Integration Committee) is a long-standing entity that provides the connection between NDCEE and the user community.

- **Environmental Focus Group** – This focus group was established by NDCEE and its activities are NDCEE-centric.

- **Energy Focus Group** – This focus group was established by NDCEE and its activities are NDCEE-centric.

Each group ensures that projects recommended for NDCEE funding are driven by valid DOD user requirements. The NDCEE Program provides a structured framework to evaluate proposals, while it allows maximum flexibility and dynamic responsiveness to changes in DoD’s needs and priorities. In support of this concept, there is no published list of needs.

A valid requirements source may be a person in a position of authority and who is a recognized representative of user needs across a broad community. A user need may be discovered at one installation, but the scope of that need across multiple installations and/or Services must be sought to determine if there is a valid user need of greater scope.

Although regulations and laws may be the drivers for compliance, they alone are not an indicator of a current or future user need. Similarly, although BA 3 funded projects can be a source of valid user needs, these project proposals need to demonstrate that there is still a valid user need to support continuation of that project with BA4 funding.

The most current list of user needs sources may be obtained from the NDCEE Program Management Office (PMO) Facilitators for each of the three focus areas. The table below provides a general description of the types of requirements sources for each of the focus areas; however, this list provides examples and is not comprehensive.

---

The NDCEE PMO does not restrict proposals to a set list of user needs or requirements. Instead, the process allows flexibility and dynamic responsiveness to the changing needs of DoD. This flexibility allows NDCEE to fund valuable efforts that may not otherwise be considered by other funding sources.
How To Do Business with the NDCEE

This is a living document. Contact the PMO for the latest version.

Page 4 of 11

### NDCEE Focus Area User Requirements Sources Examples

<table>
<thead>
<tr>
<th>Safety &amp; Occupational Health</th>
<th>Environmental</th>
<th>Energy</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Services provide their safety and occupational health needs to the Defense Safety Oversight Council (DSOC), chartered under DODI 6055-1. The DSOC votes and creates an order of merit list, which they provide to the NDCEE PMO for Project Selection Committee consideration.</td>
<td>Product Managers and Program Executive Offices</td>
<td>Product Managers and Program Executive Offices</td>
</tr>
<tr>
<td></td>
<td>Headquarters or major command environmental representative</td>
<td>Headquarters or major command energy representative</td>
</tr>
<tr>
<td></td>
<td>Site assistance visit needs that indicate systemic requirements</td>
<td>DOD energy program directors (such as Operational Energy Capabilities Improvement Fund - OECIF)</td>
</tr>
<tr>
<td></td>
<td>Funding requirement request trends</td>
<td>Air Force Civil Engineer Center (AFCEC) energy program manager</td>
</tr>
<tr>
<td></td>
<td>Environmental audit trends</td>
<td>DOD energy and power community of interest representative</td>
</tr>
</tbody>
</table>

### 3. Proposal Eligibility

#### Basic Eligibility Requirements

Projects must meet BA 4 criteria and must enter the program at Technology Readiness Level (TRL) 5 or 6 (6 is preferred), with a projected end state at TRL 8 or 9 (see full definitions in DOD Technology Readiness Assessment (TRA) Guidance, April 2011). The NDCEE abides by the official BA definition, as stated in the DOD Financial Management Regulation, DOD 7000.14.R, section on the Uniform Budget and Fiscal Accounting Classification. The TRL definitions are below.

#### NDCEE Basic Eligibility Requirements

<table>
<thead>
<tr>
<th>BA4</th>
<th>TRL 6 Start</th>
<th>Valid Multi-Service Need</th>
<th>Technology Transition Partner</th>
<th>One to Two-Year Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Activity 4 Eligible</td>
<td>Technology Readiness Level 5 or 6 at entry - 8 or 9 at exit</td>
<td>Must be needed by 2 or more Services</td>
<td>One Service must sign policy-compliant agreement</td>
<td>Project must be complete within 2 years or less</td>
</tr>
</tbody>
</table>

#### NDCEE Project TRL Technology Readiness Level Definition

<table>
<thead>
<tr>
<th>NDCEE Project</th>
<th>TRL</th>
<th>Technology Readiness Level Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Eligible</td>
<td>1</td>
<td>Basic principles observed and reported.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>Technology concept and/or application formulated.</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>Analytical and experimental critical function and/or characteristic proof of concept.</td>
</tr>
<tr>
<td></td>
<td>4</td>
<td>Component and/or breadboard validation in laboratory environment.</td>
</tr>
<tr>
<td>ENTER</td>
<td>5</td>
<td>Component and/or breadboard validation in relevant environment.</td>
</tr>
<tr>
<td></td>
<td>6</td>
<td>System/subsystem model or prototype demonstration in a relevant environment.</td>
</tr>
<tr>
<td></td>
<td>7</td>
<td>System prototype demonstration in an operational environment.</td>
</tr>
<tr>
<td>EXIT</td>
<td>8</td>
<td>Actual system completed and qualified through test and demonstration.</td>
</tr>
<tr>
<td></td>
<td>9</td>
<td>Actual system proven through successful mission operations.</td>
</tr>
</tbody>
</table>
Budget Activity 4 Definition

As stated in DOD 7000.14-R (Vol 2B, Chapter 5) - “Budget Activity 4, Advanced Component Development and Prototypes (ACD&P). Efforts necessary to evaluate integrated technologies, representative modes or prototype systems in a high fidelity and realistic operating environment are funded in this budget activity. The ACD&P phase includes system specific efforts that help expedite technology transition from the laboratory to operational use. Emphasis is on proving component and subsystem maturity prior to integration in major and complex systems and may involve risk reduction initiatives. Program elements in this category involve efforts prior to Milestone B and are referred to as advanced component development activities and include technology demonstrations. Completion of Technology Readiness Levels 6 and 7 should be achieved for major programs. Program control is exercised at the program and project level. A logical progression of program phases and development and/or production funding must be evident in the FYDP.”

Additional Project Eligibility Requirements

Other considerations include whether or not other work is already being conducted by another organization; and if the project involves demonstration/validation of a Commercial-off-the-Shelf (COTS) product, there must be a DOD-unique need for demonstration/validation.

4. Project Selection Process

Call for Proposals

The call for proposals is released on 1 March. To streamline and accelerate the proposal screening process and to reduce the burden on the proposers and the scorers, two quad charts are initially required.

Candidates Submit Quad Charts

The two NDCEE quad charts provide a project proposal overview and allow the PMO to identify proposals which may not meet the basic screening criteria. All quad chart proposals are due no later than 1 Apr.

Proposals are Pre-Screened for Basic Eligibility

The NDCEE PMO screens the proposal quad charts against the eligibility requirements. When there is a question of a proposal’s eligibility, the Program Facilitator will work with the proposal candidate to resolve the issue and the candidate can adjust the quad charts, if needed. For issues that cannot be resolved, the discussion can be elevated to the Program Manager, at the proposal candidate’s request. All quad chart adjustments must be complete and resubmitted to the PMO by 10 Apr. Only those proposals that are determined qualified at that point, will be presented to the focus group.

Additional pre-screening methods may be used, depending upon the number and nature of the proposals received, and those methods cannot be determined prior to the initial proposal review phase. These methods may include an ad-hoc screening panel, which includes DOD and representatives from all Services, as well as expert technical advisors from across the wider-DOD community. These methods help narrow the pool of candidates to those that are the most competitive.

Note that if a project involves the introduction of a new chemical or a use change for a currently used chemical, a toxicity study is a requisite, as required in the PM’s Service-specific regulation, such as Army Regulation 40-5; a citation or reference will meet that requirement. All project candidates should include this clarification within the Quad Chart.

This is a living document. Contact the PMO for the latest version.
Project Candidates Brief Proposals for Scoring

Project candidates brief their project proposal quad charts to the respective focus area community, by teleconference. Equal time is allotted to each candidate for presentations and to take questions.

NOTE - Contractors may not participate during the final review and considerations stages. This process addresses concerns from researchers regarding potentially proprietary sensitive information.

Focus Area Level Scoring and Downselection

One member from each participating organization is permitted to submit scores, but cannot score a project nominated from his/her own organization. Members are not permitted to score a project in which their organization is a Technology Transition Partner. The scoring criteria guidance is provided with the Call for Proposals. The general criteria categories are listed below.

The PMO compiles comments and project scores. The comments and scores are provided to the Technical Advisory Group (TAG). All project comments on the scorecards are shared with respective project candidates to allow the candidates to strengthen their future proposals, if they are not selected for funding.

<table>
<thead>
<tr>
<th>Call for Proposals Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Mar</td>
</tr>
<tr>
<td>1 Apr</td>
</tr>
<tr>
<td>1 – 16 Apr</td>
</tr>
<tr>
<td>19-23 Apr</td>
</tr>
<tr>
<td>30 Apr</td>
</tr>
<tr>
<td>7 May</td>
</tr>
<tr>
<td>28 May</td>
</tr>
<tr>
<td>2 Jun</td>
</tr>
<tr>
<td>15-17 Jun</td>
</tr>
<tr>
<td>Late Jun</td>
</tr>
<tr>
<td>Jul</td>
</tr>
<tr>
<td>31 Aug</td>
</tr>
</tbody>
</table>

Project Scoring Criteria Categories

- Mission/Readiness
- Technical Quality
- Transition Potential
- Modernization/Innovation

Advancing Proposal White Papers

Following the quad chart scoring and down selection, the PMO will request white papers from the advancing candidates. Candidates will use the NDCEE template. Although the white paper length is not limited, typical submissions average four pages long (not including endorsements).

Proposal Endorsements

Supportive endorsements from authoritative sources may be attached to the white paper to demonstrate multi-Service need; informal email format is sufficient. All endorsements must be included in a single pdf file, with the white paper. The role of each endorsement representative must be explained in the quad chart. A qualified representative is someone who is in a leadership or decision-making role, at a transition organization that is responsible for integrating or implementing the project’s outcome on a Command or Service-wide scale. Endorsements must not be from the proposal candidate’s own organization, unless that organization is responsible for the wide-scale application/implementation of the project outcome.
Technical Advisory Group Briefings

Following the focus area level briefings, scoring, and downselect, the advancing candidates from the three focus areas, brief the TAG. The TAG includes the Project Selection Committee (PSC) members. Briefers will have equal time to present, to ensure that all projects receive fair consideration.

Project Selection Committee Develops Final 1-N List

The briefings to the TAG are not scored. The five-person NDCEE PSC meets to develop a consensus on the comprehensive prioritized 1-N project list. Project ranking is limited to the number of projects that can be funded within the anticipated program budget for the upcoming FY, plus a few additional, in case additional funds become available. If additional funding remains, the PSC may alternatively consider additional projects, including projects that are high priority for DOD and which may have not gone through the standard NDCEE process. The NDCEE PD chairs the PSC which includes members with environmental, safety and occupational health, and energy expertise, from across DOD. However, these members represent their Service, not their media area.

Unselected projects may be re-nominated the following fiscal year, but must use the current submission format and guidelines.

NDCEE Lead Agent Approval

The NDCEE briefs the PSC’s final project selection recommendations to the NDCEE Lead Agent for final approval.

5. Funded Project Initiation

Funded Project Notification

Once projects are approved, the PMO notifies the project candidates that they will receive funding, if the Program receives a full budget. From this point on, project candidates are now NDCEE PMs. The NDCEE Program Facilitator communicates the NDCEE “new start” project requirements to the PM to ensure timely document submissions. The Facilitator is available to answer questions as needed.

New Project Orientation

The NDCEE PMO will conduct a government-only telephonic orientation with the NDCEE funded PMs and their teams. The NDCEE financial POC and the financial POC(s) of all organizations that will receive NDCEE funding on the project are required to attend the financial portion of the orientation, to ensure that all requirements are mutually understood early in the process.

Funding Requirements Package Development

At the orientation, the funding requirements package will be discussed. This package must be sent to the Program Facilitator by the end of August, to ensure MIPRs are ready to process upon the program’s funding. The package is required before funds are transferred to the receiving organization(s). Sections of these documents will again be leveraged in IPRs and other materials. The package includes the following:
Funds Transfer Approval and Transmission

Once the draft TTA, Project Plan, Detailed Cost Estimate, Milestone Financials Spreadsheet, Support Agreement (if required by the funded agency), and MIPR Questionnaire are provided to the NDCEE Program Facilitator, the PMO will review the documents for content, completeness, and accuracy. Once the PMO approves the documents, the Program Director provides the final approval authority to MIPR funds. The receiving organization(s) must acknowledge receipt of funds.

6. Funded Project Reporting Requirements

Reporting Requirements Overview

Routine project status updates are critical to the NDCEE process because they communicate any deviations (positive or negative) from the project plan milestones, performance expectations, or funding disbursement rates to the NDCEE leadership. If there is a negative deviation from plans, it is incumbent on the PM to recommend a get-well plan to return to the original plan or to present a mitigation strategy if returning to the original plan is not advised.

Monthly Verbal Update to Focus Group

All PMs must attend the monthly Focus Group teleconferences and provide a brief verbal update of their project. If the PM is unavailable, they must have an alternate POC provide the update. Although these verbal updates are informal and unstructured, PMs may highlight challenges or key accomplishments that have occurred during the previous month and plans for the upcoming month.

Quarterly IPRs

The IPR slides, milestone financial spreadsheet, and supporting accounting system validation documents must be emailed to the Program Facilitator 10 days prior to each quarterly IPR. The NDCEE IPR slides report planned versus actual for cost / schedule / performance. The milestone financial spreadsheet tracks quarterly planned versus actual disbursements.

In Progress Reviews

Each quarterly IPR will be briefed to either the Program Director or the PMO. The last IPR in the FY is with the PD and is a go/no-go check point to determine if a project is approved for the second year of funding. The IPRs with the PMO are informal and encourage open dialog between the PM’s team and the PMO team. The two IPRs each year with the PD
are more formal and require the PMs and their support teams (including their transition partner organization POC). Each PM will brief for up to 20 minutes, with up to 20 minutes for questions and discussion. The Program Facilitator will make every attempt to de-conflict calendars, but the PM (or their delegated government alternate) must present during the IPRs.

7. Marketing Requirements

Fact Sheets

The PM is required to provide information to support a project fact sheet (or similar marketing format) within 45 days of receiving funding. The Program Facilitator will provide the current template. The fact sheet will be periodically updated as project events warrant or at the midpoint and project end. Fact sheet distribution includes the publicly accessible DENIX website, social media sites (including Twitter and LinkedIn), marketing events, and other informal opportunities.

Special Articles

Periodically, PMs may be requested to provide information that will be used to develop other marketing materials, including interviews, team highlights, demonstration event highlights or success spotlights. While these requests will be kept to a minimum so as not to produce an undue burden on the PMs and their teams, they are critical to ensuring that the greater community is aware of these projects. Awareness reduces redundancy, ensures information is leveraged, and proactively promotes successful technology transition.

8. Close-Out Requirements

Final Summary Information

The PM is required to facilitate timely project closeout and will ensure that sufficient NDCEE funding is retained to complete the closeout requirements. Upon NDCEE project task completion, the PM must provide a copy of all deliverables and final summary information to the Program Facilitator. This information will be used to derive other products, including articles and multi-media web-based materials.

The NDCEE Project Closeout Summary is a concise form to capture the project outcome, lessons-learned, points-of-contact for all key stakeholders (including the technical POCs and technology transition partners), qualitative and quantitative Return on Investment (ROI), and a summary statement to capture the PM, Transition Partner, and PMO perspective on the project outcome. Elements from this summary document will be used for promotional purposes. If the closeout summary contains any sensitive information that should not be shared publicly, the PM will provide two versions of the final report – one that is all-inclusive and one that does not include the sensitive information and is publicly releasable. Additionally, the deliverables that are produced from the demonstration/validation effort must be provided and will be uploaded to DENIX and archived in the NDCEE library. These deliverables must be marked to ensure that the proper disposition of these documents is maintained.

One possible product that will be derived from the final report is a “What’s Next” article. The NDCEE Program Facilitator will work with the PM to develop an article to highlight the next step for the project team and the transition partners to
ensure that the value of the project is captured and ensure that the greater stakeholder community understands how the NDCEE investment contributes to a longer term effort to ultimately benefit the end users.

**Return on Investment Capture**

As part of the closeout summary, the PM is required to provide an ROI summary, including quantitative and qualitative information that demonstrates the ROI for the funding NDCEE provided to the effort. There is not currently a standard format, but the PMO Facilitator will work with the PM to ensure that the ROI information is the best estimate possible at the end of the project. One year after the end of the project, an ROI re-evaluation and adjustment must be completed by the PM.

**Financial Close-Out**

The financial POCs from the organizations that received NDCEE funding will provide financial documentation, to the NDCEE financial POC, which shows that funds have been expended. This information will be provided a minimum of five business days prior to the project close-out teleconference.

**Project Close-Out Teleconference**

The NDCEE PMO will conduct a project close-out teleconference to ensure all final reports and other products have been received and that any other task/project specific items are resolved.

**Six and Twelve Month Follow Up**

Approximately 6 and 12 months after the project/task is closed, a representative from the NDCEE PMO will follow up with the PM by email or phone. The intent is to capture any technology transition success stories or other valuable information resulting from the project. This information will be documented in the project files and may be used for continued marketing purposes. Additionally, an updated ROI statement is required at the 12-month follow-up.
NDCEE Definitions

- **Budget Activity (BA)** – A category within each appropriation and fund account that identify the purposes, projects, or types of activities financed by the appropriation or fund. The NDCEE is appropriated BA 4 funding for Advanced Component Development and Prototypes and all NDCEE funded projects must meet the BA 4 Definition provided in this document.

- **Disbursed Funding** – Amount representing invoices paid to vendor. In the case of funding used for reimbursable in-house labor, funds are disbursed after the labor has occurred and funding has been applied to pay for that labor.

- **Focus Group (FG)** – A group of DOD, industry or academia subject matter experts (SME) who attend monthly meetings in one of the three NDCEE focus area of Energy, Environment, or Safety and Occupational Health, with a goal to cultivate and prioritize project proposals as well as leverage knowledge and resources.

- **NDCEE Program Director (PD)** – Responsible for senior-level strategic program oversight. The PD has authority for execution of NDCEE and activities as directed by the Lead Agent (LA).

- **NDCEE Program Facilitators** – Members of the US Army Environmental Command, which is the NDCEE program management organization, who facilitate the NDCEE processes at the working level. A Program Facilitator is assigned to each of the three focus areas and works across the process spectrum.

- **NDCEE Program Manager** – Responsible for day-to-day NDCEE Program oversight and execution.

- **Project Candidate** – A DoD employee who submits a project proposal for NDCEE funding consideration.

- **Project Manager (PM)** – Term for the project candidate, after their nominated project has been funded.

- **Technology Transition Agreement (TTA)** – An Army-compliant signed agreement between the PMs organization and a materiel developer, facilities manager, or other user whereby they mutually agree upon and define technology deliverables from the technologies development program to an appropriate user. The TTA defines the functional responsibilities and support relationships between the parties signing and it ensures a clear understanding of the responsibilities of all parties to ensure a successful transition of technology. It does not financially obligate any of the signing organizations.

- **Technology Transition Partner** – One or more individuals who signs the TTA and agrees to accept the technology deliverable from the PM, provided the provisions of the TTA were successfully met. Must be a DoD agency.

- **Technical Advisory Group (TAG)** – The TAG serves as programmatic level technical advisors to the NDCEE PD to ensure leadership awareness, engagement, and coordination across DOD. The NDCEE PD leads the TAG. The EAB members designate TAG representatives.

Acronym List

- DOD - Department of Defense
- FG - Focus Group
- IPR - In-Progress Review
- NDCEE - National Defense Center for Energy and Environment
- PM - Project Manager
- PMO - Program Management Office
- PSC - Project Selection Committee
- SOH - Safety & Occupational Health
- TRL - Technical Readiness Level
- TAG - Technical Advisory Group