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## Offshore Wind Works: 2023 Offshore Wind Workforce Grants Response to Questions

1. Are we eligible for this grant opportunity if we have staff that work in Massachusetts but do not have a physical location in the state?

Lead applicant eligibility is outlined in Section V of the Solicitation. Lead applicants must fall into at least one of the following categories:

- A community-based nonprofit organization with 501(c)(3) status and located in Massachusetts;
- A public government entity;
- An accredited Massachusetts school;
- An accredited Massachusetts higher education institution offering two (2) or four (4) year degrees;
- A local labor union; or
- An established private workforce training provider or other private company doing business in Massachusetts in partnership with an organization, entity, school, institution, or union that falls under one of the categories listed above.

A non-profit organization or private company that is registered to do business in Massachusetts but does not have a physical location in the state should consider looking for a partner organization located in Massachusetts for their proposal.

2. What is the preferred duration of this grant? Do you prefer a 1-year timeline or do you encourage 2-to-3 year project proposals?

There is no preferred duration for the project proposals under this Solicitation. The duration should make sense for the proposed project and the budget being requested. Generally, MassCEC recommends the term not exceed two (2) years, however we will consider proposals that clearly justify their reasoning for an extended term.

3. Are there any requirements for the partnering organizations on an application?

There are no specific requirements for partner organizations, as long as the lead applicant is a Massachusetts-based entity that falls into one of the eligibility categories as outlined in Section V of the Solicitation.

4. Can I apply to this grant if I haven't been previously involved in the offshore wind industry but would like to get involved?

Yes, but MassCEC would like to see documented evidence of proactive engagement with the industry and an application that demonstrates an understanding of the high priority needs that currently exist in offshore wind in Massachusetts. Documented engagement with the offshore wind industry could take the form of letters of support, meetings with key stakeholders, reports on topics of interest, or another form. This is *not* a requirement to apply for this grant opportunity but will be considered in the evaluation criteria.

5. Can I apply for this opportunity if I work in an offshore wind related field and would like to hire additional employees to explore the opportunities offshore wind could bring to my company?

No. Section I of the Solicitation states, "The Massachusetts Clean Energy Center seeks to increase the Commonwealth's capacity to develop a Massachusetts workforce capable of contributing to the planning, deployment, and operations and maintenance of offshore wind farms in southern New England". Proposals that are not directly related to increasing the capacity or improving the safety of the offshore wind workforce in Massachusetts will not be eligible for funding. Proposals must be for workforce training program development, an offshore wind workforce infrastructure project, an Access to Opportunity project, or a workforce-related study.

MassCEC may offer a funding opportunity that would support this type of project in the future. Please subscribe to [MassCEC's newsletter](#) and keep an eye out for future funding opportunities on [our website](#).

#### Supplemental Response to Questions

*Revised: 4/26/2023*

6. How much detail does the Sample Agreement (Attachment E) need to be developed as a sample agreement. For example, do the "Whereas" clauses at the top need to be filled in?

The Sample Agreement is included in the Application Materials for Applicants to review the standard contract terms MassCEC includes in our Grant Agreements. If the Applicant has any issues with those terms, they can provide comments and request edits to the proposed terms in Attachment D: Application Form. The Applicants do not need to fill out any of the details in the Sample Agreement. MassCEC will draft Grant Agreements with all selected Applicants after making final award decisions.

7. A scope of work is asked for as an attachment. How much detail should that consist of?  
Would the Task List and table included in Attachment D suffice for this?

The Scope of Work referenced in the Sample Agreement does not need to be included in the Application. Applicants should fill out Attachment D: Application Form fully. The Task List and Description and Proposed Deliverables and Payments Table is all that is required regarding the scope of work for Proposals.

8. Is there an example of an expenditure certification (requested in Attachment E) available?

The Cost Share and Expenditure Certification referenced in the Sample Agreement is an attachment that will be included in the final Grant Agreements for successful Applicants. It does not need to be included in proposals under this Solicitation. The form itself asks for the Grant Installment requested, amount of Cost Share, and source of Cost Share for that grant period.

9. What is the allowable indirect/overhead for MassCEC submissions?

MassCEC does not have a strict limit on allowable indirect/overhead dollar amounts for grant applications, however we are accustomed to seeing rates less than thirty (30%) percent. MassCEC does consider budget when evaluating proposals, and how project overhead or indirect costs compare to other Applicants. Applicants should provide a detailed explanation or breakdown of items associated with the indirect cost to justify their percentage.

10. We have a federally negotiated indirect rate. If MassCEC's allowable indirect is lower than that, can we count the difference of unrecovered indirect towards cost share?

These details would need to be addressed during the contracting process if an applicant is awarded a grant. The more information an applicant can share with regards to their budget requirements will help MassCEC in the evaluation process.