



Commonwealth of Massachusetts
Executive Office of Economic Development

In coordination with
Massachusetts Office of Business Development
Mass Technology Collaborative
Massachusetts Life Sciences Center
Massachusetts Clean Energy Center

Request for Proposals (RFP)
Pathmaker Workforce Program
Climatetech

Program Guidelines

CONTENTS

- A. Introduction
- B. Program Overview
- C. Program Details
- D. Application Process
- E. Eligibility & Evaluation
- F. Award Recommendation and Contacting
- G. Post-Award Information
- H. Compliance

A. Introduction

Massachusetts is home to some of the world's leading innovation industries, including life sciences, advanced manufacturing and robotics, defense, artificial intelligence and technology, and climate tech. These sectors are critical to the Commonwealth's economic future and offer significant opportunities for residents to build well-paying, long-term careers. Ensuring that Massachusetts residents—particularly those who have historically faced barriers to entering these industries—can access these opportunities requires clear and accessible pathways from education and training into employment.

Building on the success of the Massachusetts Life Sciences Center's Pathmaker program, the Commonwealth is expanding the Pathmaker model into additional priority sectors. The existing Pathmaker approach is intentionally demand-driven: training is developed in response to demonstrated employer hiring needs, industry partners help inform program design, and participants receive the technical and professional skills necessary to move directly into employment. The model combines a consistent set of core competencies with the flexibility for employers and training providers to tailor programs to specific occupations, technologies, and regional workforce needs.

Through sector-specific Pathmaker solicitations, the Commonwealth will bring this model to advanced manufacturing and robotics, defense, artificial intelligence and technology, and climate tech, while continuing to strengthen Pathmaker in life sciences. Each sector will have distinct workforce needs and competencies, but all Pathmaker programs will operate within a common framework centered on employer demand, accessible training, quality jobs, measurable employment outcomes, and opportunities for long-term career advancement.

A key feature of this approach is the connection between Massachusetts' industry and education ecosystems. Sector-focused quasi-public agencies bring deep relationships with employers and an understanding of the technologies, occupations, and skills driving their respective industries. Through Pathmaker, those relationships can be

leveraged to connect employers with community colleges, workforce organizations, labor organizations, and other training providers across the Commonwealth. Training providers can then translate demonstrated employer demand into programs that give residents the skills necessary to compete for available jobs.

The vision for Pathmaker is a statewide network of employer-connected career pathways in which residents can access opportunities in the industries driving Massachusetts' economy, regardless of whether they begin with a four-year degree, a community college credential, workforce training, or another pathway. By establishing a consistent framework across sectors while preserving flexibility to respond to individual employer and regional needs, Pathmaker can create a more accessible bridge between Massachusetts residents and the high-quality jobs being created across the Commonwealth's innovation economy.

B. Program Overview

The Massachusetts Clean Energy Technology Center (MassCEC) Pathmaker program is an employer-driven workforce development initiative designed to expand access to careers in the Commonwealth's climate critical and climate tech sectors, while addressing critical employer skills and talent needs. Pathmaker supports short-term, industry-aligned training programs that create entry points into Massachusetts' growing climatetech economy, particularly for individuals without significant industry experience or related postsecondary education. The program prioritizes emerging technology areas such as battery energy storage, grid modernization, climatetech advanced manufacturing, clean hydrogen, and fusion, where ongoing industry expansion is driving demand for skilled workers across a range of technical occupations, including Battery Energy Storage Solutions (BESS) and Power Systems roles, along with controls, commissioning, field service, manufacturing, and electrochemical systems positions that support the deployment and operation of next-generation energy technologies.

Pathmaker programs are developed in direct partnership with industry. Each program must have an employer partner demonstrating a direct hiring need and must incorporate Pathmaker Core Competencies, while allowing training providers to add skills and curriculum responsive to specific employer needs.

Funds will enable applicants to:

- Recruit individuals from low-income and underrepresented communities and individuals from Federally recognized or State-acknowledged tribes within the Commonwealth
- Recruit individuals who do not have significant industry experience or related higher education

- Place individuals into open positions immediately upon completion of the program or within three (3) months of completion of the program
- Create new and/or expand existing technical and job readiness training opportunities to provide the skills necessary to attain placement in climate critical occupations
- Develop and nurture new relationships with employers in climate critical and cleantech sectors to develop job placements and identify avenues for career growth
- Establish and grow wraparound and retention support services to address social and economic barriers and increase the likelihood of long-term career success

This program is not intended to:

- Train individuals for internships or other similar non-permanent off ramps
- Train individuals who will be below the age of 18 at the completion of the program
- Train individuals who are not eligible to work at the industry partner company
- Procure capital equipment or infrastructure (Applicants with extensive training equipment and infrastructure costs are encouraged to consider applying for a companion grant through MassCEC's Climate Critical Training, Equipment, and Infrastructure RFP.)

C. Program Details

Each training program proposal will be evaluated based on the cost per employment outcome. As a benchmark, **\$10,000 per employment outcome** has been established as a planned investment target for budget-planning purposes. Applicants should be thoughtful about what they propose in order to maximize public dollars. This amount includes all expenses required to obtain an employment outcome, including recruitment, training, support, program design and program management. If an applicant proposes to serve a population that requires more intensive and/or longer duration services to be successful, applicants may propose a cost per outcome that exceeds this amount; however, applicants must justify this cost per outcome in the budget notes section.

Planned training programs must cover the required **Pathmaker Core Competencies Checklist**. Funded training is generally designed to be completed in **8–16 weeks and 80–220 hours**, creating an accelerated pathway from training to employment. Due to the emerging nature of BESS occupations in the Commonwealth and to anticipated ongoing employer engagement by MassCEC, the Core Competencies Checklist may be amended and enhanced during and up to the point of initial round of awards, and Grantees will be expected to responsively adjust their planned curriculum during contracting and initial program development ramp up period. MassCEC also reserves

the right to further amend the Core Competencies Checklist in response to market shifts and changing employer needs.

Alternatively, training providers can seek the Pathmaker validation without applying for funding, provided that their existing program(s) meets the minimum **Core Competencies Checklist**.

Target Sectors, Industry Insights and Consortium Model

This solicitation supports two tracts: Battery Energy Storage Solution (BESS) Technicians and Power System Technicians. Applicants must select one of these tracks when they submit their application.

Applicants **must have at least one industry partnership**. Applicants can also bring together a **Consortium of multiple industry partners** with overlapping workforce needs for similar occupations, skills, and/or competencies. This model will ensure that training investments are directly connected to documented employment opportunities while reducing reliance on the hiring needs of any single employer. By aligning training capacity with collective industry demand, Pathmaker will expand the number and range of career pathways available to graduates and maximize opportunities for successful placement in high-demand roles.

While both roles may have placement opportunities with power utilities and technology developers, much of the climatetech ecosystem is comprised of smaller businesses, scaling early- to mid-stage companies, and specialized subcontractors that support project deployment. As a result, the Consortium model plays a particularly important role in connecting participants to a broader range of employers and career opportunities within the Climatetech Pathmaker framework.

Participants and Collaboration with MassHire Career Centers

Furthermore, MassCEC is committed to increasing diversity, equity, and inclusion within the climatetech sector. The program prioritizes individuals from low-income and underrepresented communities and those without significant industry experience or related higher education. Pathmaker investments support recruitment, technical and job-readiness training, participant stipends and wraparound supports, employer engagement, job placement, and retention services. The goal is to place participants into open positions immediately following training or within three months of completion and provide a foundation for long-term career growth.

Through this model, Pathmaker creates a direct bridge between Massachusetts residents seeking economic opportunity and climate critical and cleantech employers seeking skilled talent, while giving training providers the resources and industry connections needed to develop responsive workforce programs.

As Pathmaker is a **Skills Cabinet initiative**, all funded applicants are required to contract with the MassHire workforce system to support outreach, recruitment, and participant data collection. This partnership ensures alignment with statewide workforce strategies and enables consistent tracking of participant demographics, enrollment, and outcomes.

Applicants must **demonstrate their intent and capacity to work with local MassHire Career Centers** to support recruitment efforts and comply with required data capture and reporting standards. Costs associated with this required partnership should be reflected appropriately in the project budget.

Branding and Communications

This program is intended to help build job training and support capacity to fill gaps in the workforce for the clean energy and climatetech sector while creating opportunities for underserved individuals. The Pathmaker program requires all funded cohorts to clearly inform participants that they are not employees of the Pathmaker program provider or MassCEC.

D. Eligible & Ineligible Expenses

Grant funds shall be used for activities including, but not limited to:

- Staff time devoted to the program, including outreach and recruitment, intake and assessment, training delivery, wraparound support services, job placement services, and retention services, as well as reasonable personnel fringe;
- Marketing, communications, and outreach activities related to recruitment for the program, such as design costs for marketing collateral, purchasing mass media spots, and website or social media costs;
- Subcontracting with training providers for curriculum delivery or with vendors providing specific training platforms or licensure testing services;
- Training stipends;
- In-state workforce program-related conference registration costs; and
- Program related transport costs within state allowance parameters approved by the funder.

Activities that are NOT eligible for funding include, but are not limited to:

- Purchase or lease of venue space or equipment intended for general operating purposes;
- Capital equipment or infrastructure costs needed for training delivery (Applicants with significant capital startup needs are encouraged to apply to MassCEC's Climate Critical Training, Infrastructure, and Equipment RFP);
- Costs associated with preparing this proposal;
- Activities that occur before or following the term of an awarded grant;

- Meals for individual staff members, except food purchases directly related to program activities such as student events, graduation ceremonies, networking sessions, or meals provided for a full class and instructors;
- Lodging and accommodation costs for personnel (e.g., hotels, Airbnb, temporary housing);
- Air travel expenses, including flights and associated airline fees;
- Alcohol purchases, regardless of event or purpose;
- Out of-state conference-related expenses, including registration, travel, and associated fees; and
- Indirect expenses, including costs that support the overall operation and administration of the organization that cannot be directly attributed to the proposed program.

MassCEC reserves the right to adjust the requested amount of funding for each proposal. Following execution of the Grant Agreement, funds will be provided via Automated Clearing House (ACH) transfer – not more than 10% of total funding will be available immediately upon execution, with the remaining 90% available on a reimbursement basis after grantee provides MassCEC with a complete and accurate invoice packet on templated forms that includes the invoice cover letter, grant resource report form documenting spend down of each eligible cost line item (Attachment 6. Grant Resource Report Form), and progress report (Attachment 5. Progress Report), as well as all necessary receipts and upon verification of those costs.

Budget must include an itemized list of equipment, materials, supplies, and/or technology with the estimated cost for each item. MassCEC reserves the right to adjust the requested amount and may require the applicant to submit a corrected budget during the scoring and review process or during Grant Agreement execution.

Following the execution of the grant agreement, funds will be provided to the Awardees based on the terms of the Grants Agreement.

E. Monitoring and Reporting Standards

Grantees will be expected to track and report outcome metrics using the MassCEC progress report template. Outcome metrics are designed to reflect successful progress to the overall goals of the Pathmaker program. Outcomes measured include, but are not limited to:

- Enrollment rates of target populations;
- Demographic details of participants served;
- Languages spoken of participants served;
- Completion rates for individuals enrolled in training programs;
- Placement rates for individuals completing training programs;

- Retention rates for individuals post-placement for a minimum six (6) months; and
- Changes in salary/hourly wages.

MassCEC requires grantees to submit a complete progress report with each invoice and at least monthly to ensure alignment on program progress. At certain designated decision points or in response to continued nonperformance by the Grantee with outcomes, disproportionate expenditure of funds relative to performance, or other criteria to be established in the Grant Agreement, MassCEC may activate a “Go/No-Go” corrective action, at which point the Grantee will be required to correct performance before submitting additional invoices, be subject to heightened performance monitoring, and/or be subject to grant rescission or termination.

F. Application Process

Applications will only be accepted through MassCEC’s online application portal, the [Workforce Development Data Solutions Platform](https://workforce.cleanenergyeducation.org) (workforce.cleanenergyeducation.org). Applicants are required to create an account and complete a user profile before starting the application.

It is recommended that applicants carefully follow the online instructions and provide complete, clear, and concise responses to all required questions. It is the sole responsibility of the applicant to ensure that its application is complete, meets minimum threshold requirements and is properly submitted to MassCEC prior to the established deadline.

If you encounter issues during submission, reach out to wfdtraining@masscec.com.

Step 1: Review the RFP and Available Resources

Applicants should carefully review the Climatetech Pathmaker RFP, including all instructions, eligibility requirements, and required application materials.

Applicants are strongly encouraged to attend pre-application webinars and/or office hours to learn more about program requirements and the application process, including submitting applications through the Workforce Development Data Solutions Platform.

Questions may be submitted on a rolling basis to wfdtraining@masscec.com.

Step 2: Access the Workforce Development Data Solutions Platform

To begin an application, applicants must access the Workforce Development Data Solutions Platform at: <https://www.workforce.cleanenergyeducation.org/home>.

All application materials must be completed and submitted directly through this platform. Guidance for how to register and use the platform can be found here:

<https://www.workforce.cleanenergyeducation.org/job-seeker-guide#grantees>

Step 3: Log In or Register

Current or existing MassCEC Workforce grantees should log in using credentials previously provided to their organization by no-reply@careerteam.com.

If credentials cannot be located or were not received, applicants should contact wfdtraining@masscec.com for assistance.

New applicants must register for an account and create an organizational profile by following the on-screen instructions.

Step 4: Locate the Funding Opportunity

Once logged in, applicants must:

- Navigate to the “**Open RFPs**” section of the platform, located at the top of the webpage
- Select the Climatetech Pathmaker funding opportunity
- Select the correct strand for the occupation being trained, either BESS Technicians or Power System Technicians
- Review the RFP details and required application materials associated with the solicitation

Step 5: Complete the Application

Applicants must complete all required application fields within the Workforce Development Data Solutions Platform and upload all required attachments as prompted. The following materials are available within the platform under **Application Materials** and must be reviewed and/or completed as applicable:

Required Application Attachments to Upload for Complete Submission:

- Pathmaker Program Narrative and Scope of Work (.docx)
- Attachment 3. Program Budget and Schedule (.xlsx)

Reference Materials (Provided for Review):

- Attachment 4. Cost Reimbursement Grant Agreement (.docx)
- Attachment 5. Progress Report (.xlsx)
- Attachment 6. Grant Resource Report Form (.xlsx)

Attachment 3. Program Budget and Schedule must be submitted as an individual Excel file and should include the Proposed Program Budget, Program Schedule, and Organizational Annual Budget. **Submission of Attachment 3 in a format other than the provided Excel file may be disregarded and lead to the application being ineligible for review.**

In Attachment 3, on the first tab, provide a standard line-item program budget representing the full term of the proposed project, including staff salaries, and fringe costs, direct program costs, support services, and subcontracting costs. **Each line item should include rates and units/quantities, as well as detailed narratives that align with the proposed activities described in the Program Narrative and Scope of Work, and should not reflect lump sums for the associated tasks.**

All line items must be explained in the narrative column. For example, if applying for personnel funds, include the units (Full-Time Equivalent (FTEs) or hours) and rate (annual salary or wage) as well as the program responsibilities for each staff person. Please note that while the budget form asks for names and titles for staff, applicants may elect to provide titles only.

If multiple similar tasks are planned, each unique task with an assigned rate should be detailed on a separate line; for example, if two (2) distinct types of stipends are being offered to participants, each stipend should be reflected on a separate line under Support Services.

Staff costs must align with documented wages and salaries and cannot be fully loaded rates that organizations associate with the value of specific services provided by staff. Similarly, fringe rates must reflect both existing benefits and costs, as well as projected costs. Applicants must be willing to provide additional details about the breakdown of current and anticipated fringe costs.

Applicants intending to designate Fifty Thousand Dollars (\$50,000.00) or more of the grant funds to a subcontractor for the work proposed must submit a separate detailed line-item budget for the subcontractors using a copy of the provided budget template, Attachment 3. Program Budget and Schedule.

Applicants are encouraged to demonstrate a commitment to cost-sharing as MassCEC looks to leverage shared resources with limited funding. Projects with greater levels of cost-share may be prioritized in the selection process. Cost share is defined as monetary or in-kind costs supporting the proposed grant program. Cost share cannot include other grants from MassCEC.

Attachment 4. Sample Cost Reimbursement Grant Agreement is sample of a MassCEC Grant Agreement Contract, does need not be returned, and is strictly for review and reference, unless the applicant is requesting changes to any of the language in the sample grant agreements; **if changes are requested to the grant agreement language, please return an annotated version of Attachment 4. Sample Cost Reimbursement Grant Agreement as part of your application packet.** (Note: MassCEC has limited ability to change standard contract terms.)

Supporting documents such as Memorandums of Understanding (“MOUs”) and Letters of Support (“LOSs”) should be integrated into the Narrative and Scope of Work, but

Applicants may also submit these as distinct attachments. **Additional attachments, other than those listed above and MOUs/LOSs, will not be considered during review and scoring and may lead to an application packet being deemed ineligible for review.**

If any of the terms or requested data in provided reference materials would cause a material concern or impede implementation of the proposed project, please contact wfdtraining@masscec.com with concerns prior to submission, as Grantees are expected to adhere to the terms set forth in the grant agreement and to provide participant and financial data requested on a regular basis to be deemed in performance and compliance.

Step 6: Submit the Application

Applicants are responsible for ensuring that all required fields are completed and that all required attachments are uploaded prior to submission.

Applicants should note that the application form does not automatically save, and progress must be saved manually.

Once all required components are complete, applicants must click “**Submit**” within the platform to submit a final application.

Applications must be fully submitted no later than 11:59 pm ET on January 8, 2027. Applications received after the final deadline will not be scored.

Table 3. RFP timeline:

Release of RFP	October 20, 2026
Pre-Application Webinar: Pathmaker Orientation	November 5, 2026, 11:30AM at: Zoom webinar registration
Pre-Application Office Hours	November 19, 5:30PM at: Zoom
	December 8, 12:30PM at: Zoom
Questions due to MassCEC via email to wfdtraining@masscec.com	Rolling through December 23, 2026
Proposals Due	January 8, 2027, by 11:59 PM
Initial Review and Interviews of Applicants	Scheduled as needed
Supplemental Documentation Due	Upon request
Notification of Award	March 2027, if received by January deadline
Expected Contract Execution	Four (4) months from application deadline

G. Eligibility and Evaluation

Following the application deadline, timely and complete applications will be reviewed for eligibility and evaluation using the common scoring calculator.

Applicants must be a Massachusetts-based legal entity, including:

- Community-Based Organizations (CBOs), including CBOs relying on a fiscal agent
- Community Colleges, Colleges and Universities, and other post-secondary educational institutions
- Comprehensive and Vocational High Schools, including Vocational Schools offering an after-hours or Career Technical Initiative evening training program
- Non-Profit Entities
- Municipalities
- Workforce Development Organizations
- MassHire Workforce Investment Boards and Career Centers

Additional eligibility terms:

- Applicants must be able to submit a Certificate of Good Standing (COGS) from the Massachusetts Department of Revenue upon request (for more information and to obtain your COGS, visit: <https://www.mass.gov/info-details/dor-certificate-of-good-standing-and-or-corporate-tax-lien-waiver-faqs>).
- Applicants who have received prior funding must be in good standing with MassCEC.
- Applicants will be expected to disclose any potential conflicts of interest created through partnerships or subcontracts with related family members, current and recent employers, or any other involved parties that may create such conflicts of interest and to detail the review and selection process used by the Applicant to ensure selection of the best parties to perform the related work.

MassCEC is interested in supporting applicants that will further its goal of developing a skilled workforce suitable for employment in the clean energy sector, particularly in high-demand occupations. Successful proposals will explain how the requested funds will create learning opportunities that are aligned with the needs of the clean energy sector.

MassCEC staff will conduct an initial administrative review to ensure that applications reach basic eligibility thresholds. Eligible applicants will then be reviewed and scored to establish baseline scores. MassCEC may contact applicants at this point for supplemental information or for document cures and may request interviews if necessary. Following this period of additional curing and discovery, MassCEC will adjust final scores and reserves the right to recommend award amounts different than the

requested amount based upon the information set forth in the application and gathered during additional discovery.

Final award recommendations will then be submitted to the MassCEC Chief Executive Officer and/or the Chief Operating Officer for final approval. At all stages, MassCEC reserves the right to make no award or award less than requested.

Core Competencies

Core Competencies represent the minimum requirements for a Pathmaker-approved training program. Additional skills and competencies based on specific employer needs and/or requests may also be included. The MassCEC Pathmaker **Core Competencies Checklist** defines the areas that *must* be included in a proposed curriculum, with specific examples of focus areas that *may* be included to satisfy that required area. There are distinct Core Competencies identified for applicants proposing training for BESS technicians versus those proposing training for Power Systems technicians tracks.

In response to the developing nature of BESS occupations and continued employer engagement, MassCEC may amend the Core Competencies Checklist prior to awards. MassCEC also reserves the right to further amend the Core Competencies Checklist during the course of program activities to reflect changes in employer demands and the developing markets. See more about the Core Competencies above.

While Core Competencies must be included with program design, applicants are encouraged to pair base technical training and durable skills noted within the Core Competencies Checklist with sufficient additional durable skills curriculum and contextualized ESOL or math to be responsive to the specific hiring and business culture needs of the employers and the particular barriers of the target populations to maximize placement potential for participants. Applicants that clearly explicate the delivery, dosage, and duration of the curriculum and how the various modules and components of the curriculum interplay, as well as the clear assignment of roles and responsibilities within the delivery model, may be viewed more favorably.

Scoring Criteria

Proposals will be reviewed and scored based on the following criteria:

Evaluation Criteria	Description	Points
---------------------	-------------	--------

Program Design, Core Competencies and Delivery	• Presents a comprehensive program design that addresses required Core Competencies. • Includes strong technical, durable-skill, career-readiness, and work-readiness components appropriate to the target roles. • Demonstrates that curriculum and program design are responsive to employer and industry needs. • Includes clear staffing, implementation, and evaluation plans.	20
Employer and Industry Engagement	• Includes a letter of support from at least one industry partner clearly articulating goals, roles, and responsibilities. • Demonstrates meaningful employer involvement in program design and/or delivery, such as curriculum development, advisory participation, mentoring, job shadowing, guest instruction, equipment, or financial support. • Uses employer input to ensure programming aligns with current industry needs. • Demonstrates opportunities to connect participants to employment and continued career advancement.	20
Target Roles, Skills and Populations	• Clearly defines the target roles, skills, and participant population. • Demonstrates alignment between the target roles and relevant industry/workforce needs. • Recognizes participant assets and potential barriers and reflects them in program design. • Demonstrates potential to reach and benefit students who are underrepresented in the clean energy sector or economically disadvantaged.	15
Recruitment, Supports and Job Readiness	• Provides a clear and effective recruitment and outreach strategy for the target population. • Offers support services designed to promote participant enrollment, completion, and success. • Incorporates career awareness and job-readiness preparation, including teamwork, communication, time management, and other professional skills. • Identifies staff, partners, or referral resources responsible for participant support.	15
Outcomes, Evaluation and Participant Tracking	• Proposes outcomes that are ambitious but attainable given the target population and program design. • Includes practical methods and data-collection practices for evaluation program effectiveness.	15

	• Tracks participant outcomes in a manner that supports assessment of program success and equity. • Demonstrates a clear connection between proposed activities and expected participant outcomes.	
Budget, Matching Funds and Sustainability	• Provides an accurate and reasonable budget that aligns with proposed program activities. • Demonstrates appropriate and committed matching funds. • Shows that proposed costs are reasonable relative to the scale and intensity of programming. • Identifies resources of strategies that support continued programming and sustainability beyond the grant period.	15
Total		100

MassCEC reserves the right to consider the applicant's past performance in operating grants administered by the Commonwealth and factor this performance into funding decisions. All applicants will be notified of their award status by email. In addition to the scoring system outlined, MassCEC reserves the right to only consider submissions that, in our sole judgment, are complete and responsive to the solicitation's requirements and include all required application components. Additionally, MassCEC reserves the right to consider other criteria in making awards.

H. Award Recommendation and Contracting

Following the application reviews, all applicants will be notified in writing of the decision on their application.

Applicants that are approved for funding will receive an award notice outlining the grant amount and any conditions of the award. Grantees will need to verify the project's readiness and address any related conditions at the time of award, prior to execution of a grant agreement.

All awards are subject to MassCEC's receipt of funds from the Commonwealth and are contingent upon full execution of a contract between MassCEC and the Grantee.

I. Post-Award Information

Successful applicants, upon notification of award, will be required to enter into a grant agreement with MassCEC prior to the disbursement of any grant funds. All scope of work items, timelines, and project outcomes will be detailed and incorporated into the contract. Grantees are not authorized to expend any grant funds until a contract is fully executed. All grant funds must be expended in accordance with the contract.

J. Expectations for Grant Awardees

In addition to fulfilling Project Plan and Timeline described in the grant agreement, to be agreed upon and finalized upon award, Awardees will be expected to satisfy the following responsibilities:

1. Finalize Grant Agreement

Awardees will work with the MassCEC Program Manager to develop and finalize their grant agreement to ensure that the statement of work, project plan, timeline and other terms are in conformity to MassCEC standards prior to commencement of project work and disbursements of funding. Awardees must finalize the grant agreement within two (2) months of commencement of contracting, except in certain circumstances agreed upon, otherwise MassCEC reserves the right to rescind the award.

2. Attend Awardees Cohort Sessions and Training

Awardees must send at least one representative to participate in regular webinars and meetings to promote networking, synergize projects, share best practices, and strengthen the quality of the workforce and business development ecosystems related to climate-critical occupations. Cohort meetings and training sessions will be offered on an ongoing basis, and Awardees are expected to participate regularly.

3. Provide Regular Reporting and Case Studies

All Awardees must submit progress reports quarterly during the award period, with receipt of a Final Report no later than 30 days after the award period outlined in the Grant Agreement. These reports should describe progress made using the grant, as well as other metrics including, but not limited to number of students recruited, how recruited students heard about the program, number of graduates, demographic information, reasons for program exits, and placement / job status of graduates. A standard reporting form and/or platform will be provided to awardees upon execution of the Grant Agreement.

The Post Project Report must be submitted by all Awardees one year after the Final Report and should describe the progress of the Awardee towards project execution and

the impact of the Award on such progress. This report should describe outcomes from using the grant, as well as other metrics including, but not limited to number of students recruited, how recruited students heard about the program, number of graduates, demographic information, reasons for program exits, and placement / job status of graduates. A standard reporting form and/or platform will be provided to awardees upon execution of the Grant Agreement.

The Grant Agreement will outline expectations and requirements for minimum cohort recruitment and graduates. A successful program would be one that results in at least 60% of the original stated cohort size obtaining relevant placement in a climate-critical occupation. A placement rate of lower than 60% may trigger a “go/no go” decision, heightened monitoring, award rescission, or award termination.

K. General Request for Proposals Conditions

1) Notice of Public Disclosure

As a public entity, MassCEC is subject to Massachusetts’ Public Records Law, codified in Chapter 66 of the Massachusetts General Laws. Thus, any documentary material, data, or other information received by MassCEC from an applicant is a public record subject to disclosure. Applicants shall not send MassCEC any confidential or sensitive information in response to this RFP. If confidential information is submitted as part of the application and not clearly marked as confidential, such information may be made publicly available by MassCEC without further notice to the Applicant.

2) Disclaimer and Waiver Authority

This RFP does not commit MassCEC to award any funds, pay any costs incurred in preparing an application or procure or contract for services or supplies. MassCEC reserves the right to accept or reject any or all applications received, waive minor irregularities in submittal requirements, modify the anticipated timeline, request a modification of the application, negotiate with all qualified Applicants, cancel or modify the RFP in part or its entirety, or change the application guidelines when it is in MassCEC’s best interests.

This RFP has been distributed electronically using MassCEC’s website. Applicants must check the website for any addenda or modifications to an RFP to which they intend to respond. MassCEC accepts no liability and will provide no accommodation to Applicants who apply based on an out-of-date RFP document.