

3/31/2025

Professional Services Support for Workforce Development Programs RFP

Webinar: Scope 1 and 2

March 31, 2025



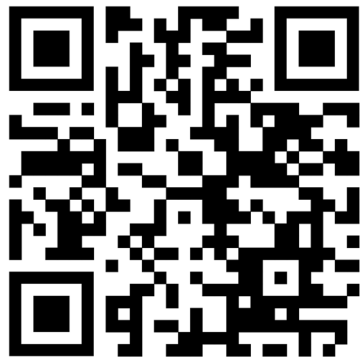
MASSACHUSETTS
CLEAN ENERGY
CENTER®

Webinar Housekeeping

- This webinar will be recorded and posted to the Professional Services RFP webpage, along with a PDF of the slide deck
- MassCEC has allotted some time for questions as part of this webinar. Please add your questions to the chat throughout the presentation. If we do not get to your question during the webinar, please email rfpworkforce@masscec.com and MassCEC will respond promptly.



Professional Services Support for Workforce Development Programs RFP Overview



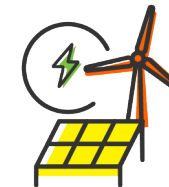
SCAN FOR RFP



5 UNIQUE SCOPES OF WORK THAT PROVIDE PROFESSIONAL SERVICES ACROSS MULTIPLE WORKFORCE PROGRAM AREAS



SCOPES OF WORK INCLUDE PROGRAM AND GRANTEE TECHNICAL ASSISTANCE, CURRICULUM DEVELOPMENT, AND ESOL RESOURCES



DEADLINES FOR SCOPES 2 AND 4: APRIL 15, 2025 BY 11:59 PM

DEADLINE FOR SCOPES 1,3 AND 5: MAY 20, 2025 BY 11:59 PM

AGENDA

Eligibility

Background Information

Scopes of Work

Selection Criteria

Application Process, Timeline and
Budget

Additional Resources

Q & A Throughout

MassCEC's Work Spans Four Main Areas of Climate Impact for MA

Climatetech Innovation & Investment	Accelerating Decarbonization	Large Scale Deployment: Offshore Wind	Clean Energy & Climate Workforce Development
 <p>We help new climate-focused businesses grow faster by backing a vibrant community of researchers, startups, and established industry players - creating an ecosystem where they connect and thrive.</p>	 <p>We contribute to meeting our state's ambitious climate goals by tackling barriers to widespread use of clean energy and climate technology in buildings, transportation, and the grid.</p>	 <p>We're building a cutting-edge offshore wind industry, marshaling world-class ports while addressing supply chain and workforce development challenges.</p>	 <p>We're growing a diverse and talented clean energy workforce by supporting a dynamic network of community-based organizations, labor, training providers, schools and employers committed to a sustainable future for all.</p>

MassCEC Workforce Development Team



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Managing Director



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Deputy Director



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Program Director



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Program Administrator



Maeve Singer
Program Administrator



Amanda Slattery
Workforce, EJ, and
Research Fellow

Strategy, External Engagement and Research

Student and Young Adult Pathways

Adult Training and MWBE Support



Who is eligible to apply?

Eligible Lead Applicants:

- Individuals, organizations, or a partnership/team with a range of expertise and experience to deliver a comprehensive goal

Entities that may be interested in applying:

- Sole proprietors;
- Consultant groups with experience in workforce development;
- Workforce Development Organizations, both Non-Profit and For-Profit;
- Community-based entities (often called community-based organizations) with relevant experience implementing similar programming focused on climate-critical occupations for relevant target populations;
- For-profit entities such as training companies, trade associations, or other coalitions of business;
- Post-secondary institutions;
- Be based in MA or have staff in MA who will support the proposed work

Scope 1 –

A: Technical Assistance for Workforce Grantees

B: Planning and Facilitation Support for In-Person Convening Events

- Background
- Scope of Work
- Timeline

Scope 1 Background

MassCEC Workforce Development: What We Do

Identify and meet the industry's current and future workforce needs:

- ✓ Expand and diversify the workforce
- ✓ Foster heightened career awareness
- ✓ Increase the availability and effectiveness of training and advancement opportunities



Scope 1 Background

MassCEC Workforce Development: How We Do It



Development and Implementation of Direct Programming



Strategic Funding Paired with Extensive Technical Assistance



Ecosystem Advancement and Coordination

Across Three Priority Areas:

1. Students and Young Adults
2. New Entrants and Incumbent Workers
3. Climate-Critical Businesses with a focus on MWBEs

Key Program Features and Scope



FY25 Funding

- Over \$40M in programming and grant funding



Purpose

- Build stronger pipelines to the Clean Energy industry, prioritizing equity and access.
- Expand awareness of climate-critical careers
- Support employers to grow and expand by accessing talent and support



Stakeholders & Collaborators

- EOEEA, EOE, EOLWD, and EOHED
- Employer partners, industry, Mass Save, climate-critical unions
- Training and education partners
- Students, young adults, job seekers, incumbent workers, and Environmental Justice stakeholders

SCOPE

Students & Young Adults

- Clean Energy Internship Program
- Technical Trades Work & Learning
- Climate Service Corps
- Equity Workforce Young Adult Career Pathways

New Entrants & Incumbent Workers

- Equity Workforce Training
- Climate-Critical Training Equipment & Infrastructure
- Equity Workforce Planning & Capacity
- Heat Pump & HVAC Training Network
- Solar for All Workforce (Delayed)

Climate-Critical Small Businesses Support

- Climate Critical Underrepresented Business Support (CUBS)
- CUBS Advance
- Equity Workforce Planning & Capacity

Scope 1 Background

Quality Technical Assistance is one of our Core Strategies

Align Program Funding to Data

Programming priorities aligned to key data from policy drivers, Clean Energy Workforce Needs Assessment, and workforce best practices.

Address Barriers and Advance Equity

Program design and resources address barriers and serve environmental justice communities and other underrepresented populations.



Build Capacity for Stronger Outcomes

Extensive technical assistance, engaged communities of practices, and a clear focus on designing for and measuring results will bolster outcomes and long-term impact.

Scale Programs through Partnerships and Leveraged Funds

Support grantees and partners' capacity to integrate with existing workforce and education programs to build and scale, leveraging additional funding.

Scope of Work: Scope 1

SCOPE 1 INCORPORATES TWO ALIGNED STRANDS OF WORK. WHILE APPLICANTS MAY ELECT TO APPLY TO ONE OR BOTH STRANDS, THOSE WITH EXPERTISE IN ONE STRAND ARE ENCOURAGED TO SEEK PARTNERS TO APPLY FOR BOTH STRANDS OF WORK.

- **Strand A:** Consultant to provide direct technical assistance for recipients of MassCEC's Equity Workforce Grants and additional workforce grants, design virtual and in-person group technical assistance offerings, and support broader program development and improvement efforts
- **Strand B:** Consultant to provide planning and facilitation support for annual MassCEC in-person grantee community of practice (CoP) convenings, annual regional workforce conferences and other in-person events as requested



Scope 1: Strand A

STRAND A: TECHNICAL ASSISTANCE FOR EQUITY WORKFORCE GRANTEES

MassCEC Technical Assistance Contracting

- ◆ Seeking to contract with **2–4 applicants to support 6–12 grantees each** across multiple MassCEC workforce programs

- ◆ **Key Responsibilities:**
 - Provide **tailored technical assistance** based on grantee needs
 - Review grantee procurement & contracting materials
 - Set clear focus areas for technical assistance & benchmarks
 - Deliver TA support through materials, meetings, and convenings
 - Collaborate on design and facilitation of up to 2 in-person convenings annually
 - Develop custom tools & best practices
 - Review major deliverables & track grantee progress



Scope 1: Strand A

STRAND A: TECHNICAL ASSISTANCE FOR EQUITY WORKFORCE GRANTEES

◆ Application Requirement:

- Indicate experience with **youth/young adult training providers, adult training providers, and/or MWBEs & support organizations**

◆ Preferred Applicants:

- Proven **workforce development** experience supporting target populations
- Expertise in **workforce program design, mentorship, & support**
- Strong knowledge of **Massachusetts' workforce & economic development systems**
- Understanding of **clean energy workforce development & climate-critical careers**
- Ability to provide **technical assistance** on program design, recruitment, retention, partnerships, & industry training



Scope 1: Strand B

STRAND B: PLANNING AND FACILITATION SUPPORT FOR ANNUAL MASSCEC IN-PERSON GRANTEE COMMUNITY OF PRACTICE (COP) CONVENINGS, ANNUAL REGIONAL WORKFORCE CONFERENCES AND OTHER IN-PERSON EVENTS AS REQUESTED

◆ **MassCEC Seeking 1 Contractor** for event planning & facilitation

◆ **Key Responsibilities:**

- **Facilitate virtual planning sessions** for:
 - Fall **In-Person Grantee CoP Convening**
 - Spring **Regional Workforce Conference**
 - Other in-person events as requested
- Review & provide feedback on session proposals
- Assist in **agenda development & event planning**
- Support presenters & workshop facilitators
- Track & organize event materials
- Coordinate logistics with MassCEC staff
- **On-site event support** for smooth execution



Scope 1 Phases

March - May 20, 2025
**Release of RFP and
Application Submittal
(Rolling)**

**Rolling through July
2025** Application
review and
contracting

Rolling FY26 and FY27
– Active TA Support
Services (specific
contract term
timeframe agreed to
in contracting)

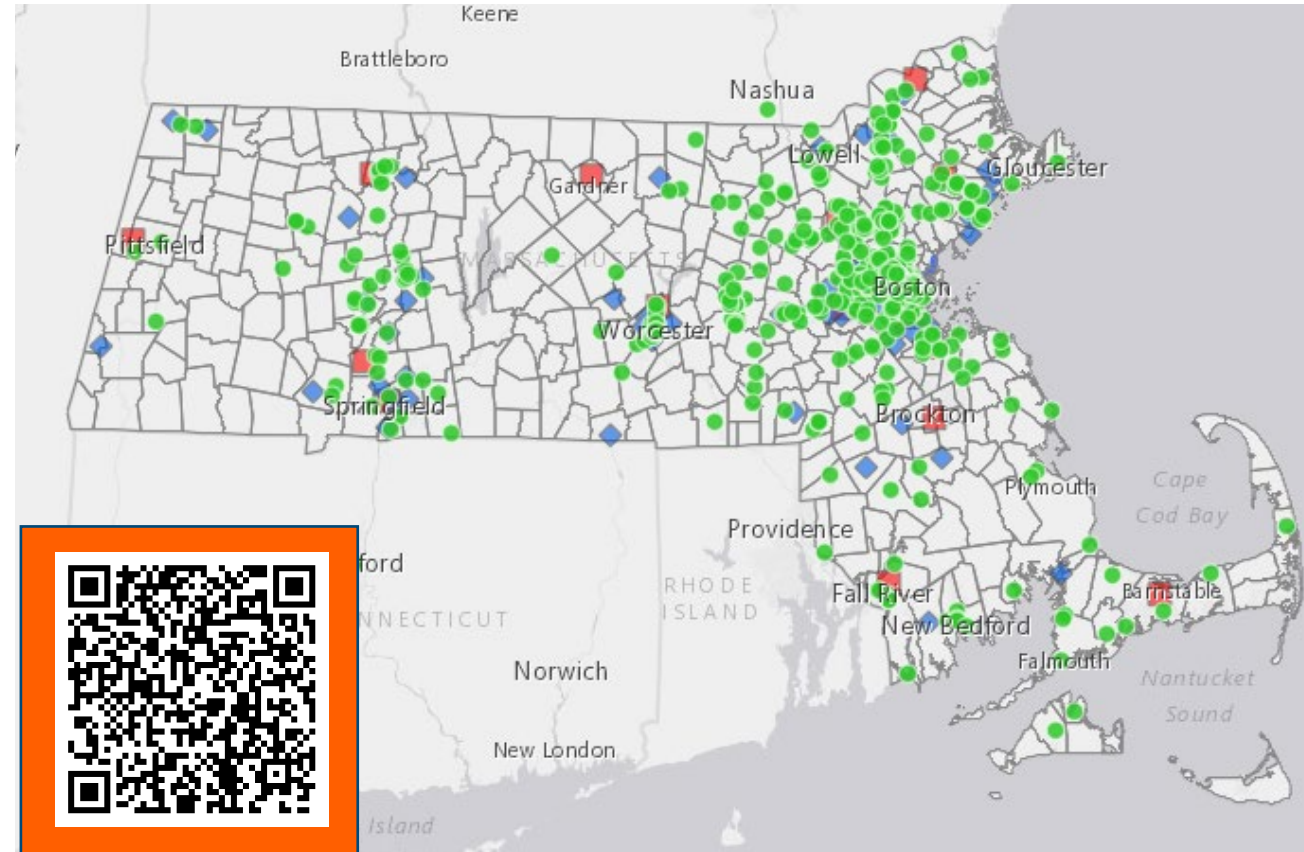
Q&A

Scope 2: Training providers for support of Internship Program Success (SIPS) Initiative

- Background
- Scope of Work

Background: Clean Energy Internship Program

- State-wide program which services undergraduate, graduate, and students obtaining a training certification.
- Employ students across different majors and interests.
- Funding for 360 interns total for summer session.
- Employers do their own recruitment and students apply on their own. Both employers and students can utilize the MassCEC portal.
- MassCEC reimburses for 12 weeks of an intern's work.
- Employers can be reimbursed up to \$18 per hour, \$8,640 in the summer session.
- Interns that are looking for part or full-time work can turn into hires!



Support of Internship Program Success (SIPS) Initiative

- Program began in 2021 and updated in 2024 to Support of Internship Program Success (SIPS) to expand the students who could participate
- Program matches 60 students a summer and provides case management
- Students are placed in a cohort for the session
- Training Provider provides with additional services to ensure successful career navigation
- Students share their experiences at the end of the summer



Scope of Work: Scope 2

TRAINING PROVIDERS FOR SUPPORT OF INTERNSHIP PROGRAM SUCCESS (SIPS) INITIATIVE

Training Provider Contract – Summer 2025 Internship Program

- ◆ **Seeking 1 Training Provider** to recruit, support, and track eligible students

- ◆ **Funding:**

- **\$20K** for a **1-year contract**
- **\$40K** for a **2-year contract**

Key Responsibilities:

- **Recruit & match** eligible students with host employers
- **Mentor & support** interns through the **SIPS Initiative**
- Design & lead **3 virtual career readiness workshops** (May–Aug 2025)
- Co-develop & deliver an **employer best practices webinar**
- Attend & facilitate **weekly student workshops**
- **Track participant progress** for up to **1-year post-internship**
- Provide **case studies & photos** of at least 2 participants
- Submit **interim & final reports** on program outcomes

Eligible students include:

Pell Grant recipients,
first-generation college
students, residents of
Massachusetts
Environmental Justice
neighborhoods and
disadvantaged
communities



Q&A

Selection Criteria

Alignment of Background & Summary of Qualifications

- Applicant's background and qualifications reflect ample skills to accomplish the proposed Scope
- Documented experiences with positive outcomes on projects like those proposed
- **Scope 1:** Qualifications demonstrate ability to thoughtfully support equity-focused workforce development program design and implementation planning

Quality of Workplan/Approach to Proposed Scope of Work

- For Scopes 1 – 2: Proposed scope of work, including proposed services and deliverables meet the technical assistance and program development goals
- For Scopes 3 - 5: Thorough workplan that demonstrates an understanding of the process and timelines needed to accomplish the work and complete deliverables
- Flexibility and clear contingency options to be able to maximize opportunities and deliverable quality

Quality of Examples

- For Scopes 3, 4, and 5
 - Samples reflect clear usage of current best practices for the subject matter. For example, sample curricula prioritize student-centered learning and videos highlight clear point-of-view and quality production
 - Samples demonstrate a range of capacity and relevant techniques/ skills.
 - Samples demonstrate capacity to develop products that are effective for similar target populations and program goals



Budget Alignment and Value

- The proposed rates are competitive in comparison to similar scopes and services
- As relevant, the proposed costs are reasonable and thoughtful for the time and services required for the relevant Scope(s) of work.

References

- The references provided are relevant to the scope of work
- The references can provide concrete feedback about the applicant's work quality, including timeliness and responsiveness to feedback

Application Process

Review the RFP and all forms and attachments to understand the opportunity, requirements, and MassCEC's objectives.



Attend MassCEC informational webinar or review the recording, and/or utilize other informational resources offered.



Contact MassCEC with questions via email at rfpworkforce@masscec.com.



Submit all completed forms and attachments, adhering to instructions listed within the RFP and each attachment, by email to rfpworkforce@masscec.com with "2025 Professional Services Support for Workforce Development Programs" in the subject line. Applications for Scopes 2 and 4 must be received by 11:59pm on April 15th, 2025, and Applications for Scopes 1, 3 and 5 must be received by 11:59pm on May 20, 2025.



Application Packet

A COMPLETED APPLICATION PACKET MUST CONTAIN THE FOLLOWING:

- Attachment 1: Authorized Applicant's Signature and Acceptance Form
- Attachment 2: Application Form

Responses must adhere to the instructions within each attachment.

Attachments 1 and 2 must be submitted as separate documents in PDF or Word format.

Attachment 3: Sample Service Agreement Language should be reviewed and retained for your records, but does not need to be submitted at the time of application. However, any questions or concerns regarding the language within the Sample Services Agreement should be included as part of the proposal.

Unless otherwise requested in the RFP, additional attachments will not be considered during review and scoring.



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of the RFP

Budget

Scope Number	Budget
Scope 1 – Strand A and B	To be determined based upon agreed upon scope of work
Scope 2	Up to \$20,000 if requesting for 1-year contract, or \$40,000 if requesting for 2-year contract



Application Timeline

Release of RFP	March 18, 2025
Questions due to MassCEC via email to RFPWorkforce@MassCEC.com	Ongoing
Questions with Answers Posted to MassCEC Website	Questions will be responded to directly, and a synopsis of responses will be posted on the RFP website every 2 weeks
Webinar: Scopes 1 and 2	March 31, 2025, 3:00 – 3:45 pm
Webinar: Scopes 3, 4 and 5	March 31, 2025, 2:00 – 2:45 pm
Proposals Due	May 20, 2025, 11:59 pm (April 15 deadline for Scopes 2 and 4)
Interviews of Top Applicants	As needed
Notification of Award	Rolling through July



Q&A

Additional Opportunities

Workforce Training, CUBS Support, and Equipment RFPs

MA Residents / Incumbent Workers

Climate-Critical Workforce Training, Equipment, and Infrastructure

Up to \$800,000

- Support MA residents with **Career Pathway Training** or **Incumbent Workers** with upskilling
- Funds eligible for **Equipment and Infrastructure**



Deadlines:
Feb 7th and May 2nd
[RFP Funding Page](#)

Priority Populations

(EJ Neighborhoods, Fossil Fuel Workers, Federal recognized/State-acknowledged Tribes, MWBEs)

Equity Workforce Training for Job Seekers and Adult Learners

Up to \$1.2 Million

- Support individuals from priority populations with **Career Pathway Training**
- Support **Career Exploration for Adult Learners**



Deadlines:
Feb 7th and May 2nd
[RFP Funding Page](#)

Equity Workforce Planning & Capacity

Up to \$50,000 or \$150,000
Rolling through May 29, with
Priority Deadline:
Feb. 28, 2025

[RFP Funding Page](#)



CUBS Support

Up to \$1 Million

- Address barriers faced by MWBEs
- Move towards Hub and Spoke Model

Deadlines:

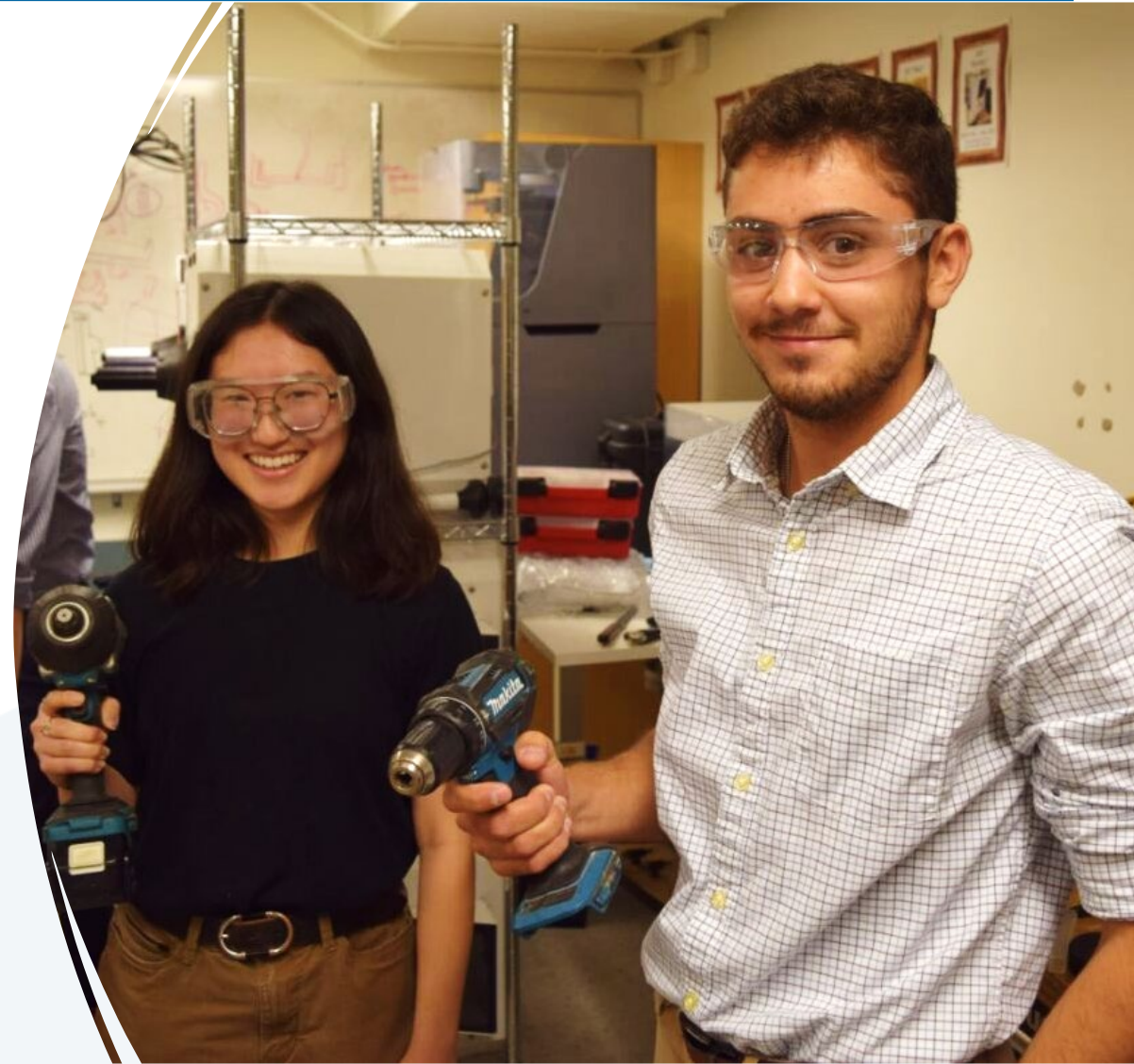
TBD, 2025

FY24 RFP available here: <https://bit.ly/3N4J4Ha>



Gain valuable work and training experience through the Technical Trades Work & Learning Program

- Vocational high school, After Dark, CTI students, and participants of MassCEC-approved programs are eligible to participate.
- Participants receive valuable paid on-the-job training and work experience as they begin their careers in the fast-growing clean energy sector.
- Get paid for work during the academic year and through the summer.
- Clean energy employers (including construction firms) receive reimbursement for wages (for up to **\$8,640** per participant)
- Scan to learn more!



Student and Young Adults Workforce Grants

Students and Young Adults RFP

- Broaden Awareness of Clean Energy Careers and Pathways to students in the grades K-12 and young adults under the age of 24
- Applications Due May 15
- Four Strands based on the needs of past applicants and stakeholders:
 - Planning and Capacity
 - Career Awareness
 - Career Pathways Training
 - Career Awareness Experiences



Climate Service Corps

- Expand access to climate-critical careers in Massachusetts communities
- Prescriptive program designed based on feedback from our consultants to meet the need identified in the Climate Chief Report in Fall of 2023
- Funding and technical assistance to organizations that can build and scale work-based learning, service, and career guidance in clean heating and cooling for young people ages 18-24
- Rolling Applications until May 12



2025 Northeast Regional Clean Energy & Climatetech Workforce Summit

May 8th, 2025 from 9:30 AM to 3:30 PM at Essex North Shore Technical and Agricultural School

MassCEC's 2nd annual regional workforce summit will bring together industry leaders, educators, and workforce partners to address training capacity challenges, cross-industry collaboration (specifically manufacturing), and strategies to empower a changing workforce, with a focus on the northeast region of Massachusetts.

The summit will be co-sponsored by GE Vernova Foundation and held in partnership with the following entities:



Thank You

2025 Workforce Development Professional Services Webinar

Questions can be sent to: rfpworkforce@masscec.com