



Solicitation

**Offshore Wind Science and Research:**  
*Funding for Projects, Partnerships, and Initiatives*

OSW-2024-02

**Revision 02**

Date of Issue: March 15, 2024

*Revised:* **April 2, 2024**

Concept Papers Due: April 5, 2024

Full Applications Due: May 10, 2024

All responses must be submitted to:

Nils Bolgen, Program Director

617-315-9311

at

OffshoreWind@MassCEC.com

**CONTENTS**

I. Summary .....3

II. About MassCEC .....4

III. Background and Context.....4

    Offshore Wind in Massachusetts / Region .....4

    Offshore Wind Challenges .....5

    MassCEC’s Offshore Energy Program .....6

IV. Objectives, Scope, and Outcomes .....6

    Types of Activities that could be Funded.....7

    Examples of Outcomes from Proposed Activities .....9

V. Solicitation Details.....9

    Eligibility .....9

    Forms of MassCEC Commitment.....10

    Available Funding and Cost Share Requirements .....10

    Milestones and Deliverables.....11

    Intellectual Property and Use of Results .....11

VI. Schedule and Questions .....11

VII. How to Respond .....12

    General Instructions .....12

VIII. Evaluation and Selection Process .....15

IX. General Conditions .....16

    Notice of Public Disclosure .....16

    Disclaimer & Waiver Authority.....17

    Contract Requirements .....17

**Attachment A** Offshore Energy Program Projects and Initiatives .....18

**Attachment B** Authorized Applicant’s Signature and Acceptance Form .....20

**Attachment C** Tasks, Deliverables, Schedule and MassCEC Payments .....21

**Attachments D and E** Sample Grant Agreement and Sample Service Agreement .....22

**Revision 01 Summary** *New or revised text is shown in red italic.*

1. *Section IV* *Coordination of activities with regional organizations.*
2. *Section V* *No cost share requirement for service agreements.*
3. *Section VII* *Updates to submittal requirements.*
4. *Section IX* *Clarification on service agreement vs. grant agreement.*

**Revision 02 Summary**

5. *Section V* *Cost share requirements.*

**I. SUMMARY**

Through this Solicitation (“Solicitation”), the Massachusetts Clean Energy Technology Center (“MassCEC”) seeks to (1) advance science and applied research activities that are highly relevant to planning, deployment, and operations of offshore wind in the southern New England lease areas and in the Gulf of Maine, and (2) grow capacity in Massachusetts and the region to conduct such science and applied research (the “Objectives”).

The Solicitation advances the Objectives in a two-stage process by first inviting concept papers (“Concept Papers”) and subsequently full applications (“Full Applications”). MassCEC will provide a response to all Applicants that submit Concept Papers indicating (i) our level of interest in receiving a Full Application for the proposed initiative and (ii) if appropriate, providing feedback on elements of the proposed initiative and the proposed level and form of MassCEC support.

MassCEC funding commitments will be made on the basis of Full Applications only. Such commitments may be in the form of a one-time grant or service agreement for a specified scope of work, or some other form of MassCEC financial or programmatic commitment. MassCEC discourages responses that would otherwise be eligible for an established MassCEC funding opportunity such as AmplifyMass.

The Solicitation is open to a variety of proposed activities. Responses could relate to a well-defined, relatively short-term (e.g., two to three years), science or research project that could be supported through a MassCEC grant or service agreement. In this case, the response would articulate the specific scope, work plan, budget, and cost share for the proposed activity. MassCEC is also interested in proposals for longer-term (e.g., greater than three years) or more complex activities such as establishment or expansion of partnerships, collaboratives, or operations in Massachusetts. In this case, the proposal would articulate the form of technical, financial, or programmatic support that MassCEC could provide.

MassCEC adopts the two-stage Concept Paper and Full Application approach for this Solicitation in consideration of the broad range of science and research activities that could be proposed. The initial Concept Paper stage minimizes work-load on Applicants for presenting their ideas to MassCEC. It also enables MassCEC to efficiently compare and contrast a variety of approaches for advancing the Objectives.

The **topical scope** of the Solicitation is broad, including but not limited to: lease area planning, wildlife, fisheries, stakeholder engagement, technology development, socioeconomics, monitoring and assessment, data management, supply chain, infrastructure, transmission and grid, and logistics.

With respect to MassCEC’s planned Ocean Renewable Energy (“ORE”) Innovation Center (see the [Prospectus](#)), MassCEC will consider Concept Papers only related to the provision of direct support to MassCEC in establishing the Innovation Center. MassCEC will not consider proposals for operations, tenancy, or programmatic support of the Innovation Center under this Solicitation. MassCEC will develop and issue separate procurements for such roles in the coming months.

**Eligibility** for funding or support under the Solicitation is open to companies, organizations, institutions, and partnerships with the stipulation that the proposed activity must have a demonstrable nexus to the Objectives of this Solicitation as presented in Section IV. There is no stipulation as to the geographic location of an Eligible Applicant.

## II. ABOUT MASSCEC

The Massachusetts Clean Energy Technology Center (MassCEC) is a quasi-state economic development agency dedicated to accelerating the growth of the clean energy sector across the Commonwealth to spur job creation, deliver statewide environmental benefits and to secure long-term economic growth for the people of Massachusetts. MassCEC works to increase the adoption of clean energy while driving down costs and delivering financial, environmental, and economic development benefits to energy users and utility customers across the state.

MassCEC’s mission is to accelerate the clean energy and climate solution innovation that is critical to meeting the Commonwealth’s climate goals, advancing Massachusetts’ position as an international climate leader while growing the state’s clean energy economy. MassCEC is committed to creating a diverse, equitable, and inclusive organization where everyone is welcomed, supported, respected, and valued. We are committed to incorporating principles of diversity, equity, inclusion, and environmental justice in all aspects of our work in order to promote the equitable distribution of the health and economic benefits of clean energy and support a diverse and inclusive clean energy industry. MassCEC strives to lead and innovate in equitable clean energy and climate solutions.

## III. BACKGROUND AND CONTEXT

---

### OFFSHORE WIND IN MASSACHUSETTS / REGION

State policies in response to climate change are driving interest in offshore wind. For Massachusetts, an energy transition is under way to achieve net-zero greenhouse gas emissions by 2050. This transition involves increasing reliance on electricity to power buildings and transportation. Accordingly, our electrical supply must rely substantially on low carbon sources such as wind and solar. Analysis conducted for the December 2022 [Massachusetts Clean Energy](#)

[and Climate Plan for 2050](#) estimates that Massachusetts alone will require up to 23 GW of offshore wind generating capacity as part of our electricity mix by 2050.

The wind energy areas south of the Martha’s Vineyard and Nantucket islands (the southern New England wind energy areas) could see deployment of more than fourteen (14) gigawatts of offshore wind over time. Currently almost 1 GW of offshore wind capacity is under active construction in the southern New England wind energy areas between the Vineyard Wind 1 and South Fork Wind projects. Projects comprising an additional 6 GW or more are in advanced planning and permitting stages.

While commercial turbine sizes have increased dramatically in recent years (currently 10-15 megawatts per unit), this level of relatively near-term development nevertheless will entail the installation of hundreds of wind turbines in the waters of southern New England.

Offshore wind development is also under consideration for the Gulf of Maine but is at an earlier stage. In 2019, the Bureau of Ocean Energy Management (“[BOEM](#)”) convened the Gulf of Maine Intergovernmental Renewable Energy [Task Force](#) to facilitate coordination and consultation related to offshore wind planning activities in federal waters of the Gulf of Maine. The states of Maine, New Hampshire and Massachusetts are formal participants in the Task Force. In October 2023, BOEM [released](#) a draft proposed wind energy area in the Gulf of Maine for public review and comment. It is anticipated that BOEM will release information on an initial set of lease areas in spring 2024 with an auction of those areas in late 2024.

---

## OFFSHORE WIND CHALLENGES

As described above, offshore wind will play a key role in decarbonizing the Commonwealth’s energy sector. This new industry is being established “from the ground up” to be capable of deploying projects and individual turbines that are larger than any land-based wind turbines in the U.S. These turbine deployments are occurring in a dynamic ocean environment that supports a longstanding fishing tradition and other marine uses, is inhabited by critically endangered wildlife, and itself is undergoing dramatic climate-induced changes. These factors present a wide range of technical, logistical, analytical, and organizational challenges for offshore wind. The industry is gaining a foothold in the region but focused science and research activities, and the organizational capability to conduct that science and research, are needed in the near-term to inform, optimize, and catalyze industry growth.

Over the long-term, the scale of offshore wind development required to meet decarbonization goals will entail installation and operation of thousands of wind turbines along the Atlantic coast. This scale of development will present additional challenges, including:

- New wind development areas will be needed and will likely be in deeper water and at greater distances from shore. This will pose challenges with respect to lease area planning, grid integration, and industry adaptation to use of floating turbines.
- Larger turbines will strain the capabilities of existing vessels, ports, and infrastructure. New foundation architectures, e.g., floating support structures, will require new approaches to logistics and port facilities adapted to handle these structures.

- The transmission system must expand offshore to reliably deliver large amounts of offshore wind to load and integrate associated energy storage.
- New and refined approaches are needed for advancing sustainable coexistence that avoids and minimizes and lastly mitigates effects between offshore wind and (i) fishing and other maritime activities, (ii) wildlife, and (iii) ocean ecosystems.
- The state and federal policies that are driving offshore wind and the broader energy transition require feedback on implementation successes and challenges in order to adapt to changing conditions and, critically, sustain public support for this policy-driven energy transition.

---

## MASSCEC'S OFFSHORE ENERGY PROGRAM

MassCEC's offshore energy program (Program) encompasses offshore wind, wave, and tidal current resources. Since 2009 the Program has focused on advancing the responsible development of offshore wind and increasing the role of Massachusetts companies, institutions, and workers in the offshore wind sector. The Program (i) engages with government, industry, academia, and stakeholders; (ii) sponsors studies; and (iii) provides funding for third-party initiatives.

Program activities are organized into three program areas, summarized below.

- Sector Development – In coordination with partner agencies, the Program works to (i) expand MA-based manufacturing and services, (ii) develop necessary ports and infrastructure, and (iii) advance workforce training in offshore wind.
- Planning, Analysis and Engagement – The Program supports technical projects and stakeholder engagement on fisheries, wildlife, wind/ocean conditions, transmission, and other areas.
- Research and Innovation – The Program supports projects that advance applied research and innovation, learn from early deployments, and grow the offshore energy research and innovation cluster in Massachusetts.

A key characteristic of the Program is that, in addition to providing funding, MassCEC frequently collaborates with other entities – state or federal agencies, non-governmental organizations, companies, or institutions – in development, funding, and/or implementation of an initiative. MassCEC views partnerships and collaboration as key ingredients to success.

**Appendix A** provides a list of past and current MassCEC activities in each program area.

## IV. OBJECTIVES, SCOPE, AND OUTCOMES

Section III describes some of the challenges that must be faced to expand offshore wind. Science and research are key tools that will help us meet these challenges. These tools can inform policy and program implementation, grow our offshore wind industry cluster, and unlock opportunities to deploy and operate offshore wind more efficiently, with greater safety, at lower cost, and with lower impacts.

Accordingly, through this Solicitation MassCEC seeks to (1) advance science and applied research activities that are highly relevant to planning, deployment, and operations of offshore wind in the southern New England lease areas and in the Gulf of Maine, and (2) grow capacity in Massachusetts and the region to conduct such science and applied research. Together, these are the **Objectives** of the Solicitation.

The **topical scope** of the Solicitation is broad, including but not limited to: lease area planning, wildlife, fisheries, stakeholder engagement, technology development, socioeconomic issues, monitoring and assessment, data management, supply chain, infrastructure, transmission and grid integration, and logistics. The scope includes activities that grow or enhance the ecosystem for conducting science and research relevant to offshore wind along the Atlantic coast.

While the topical scope is broad, MassCEC seeks to support science and research activities that demonstrate a high relevance to industry needs and regional priorities. This can be demonstrated through reference to specific strategic planning or roadmapping exercises, or vision documents or white papers. Presented here are some examples. This list is provided as a resource and is not meant to be an exclusive source for identified needs, opportunities, or regional priorities.

- The U.S. Department of Energy released a [Strategic Plan for Offshore Wind](#) on March 29, 2023.
- The Bureau of Ocean Energy Management and NOAA Fisheries issued a [North Atlantic Right Whale and Offshore Wind Strategy](#) in January 2024.
- The National Offshore Wind Research and Development Consortium periodically releases R&D roadmaps, most recently [Research and Development Roadmap 4.0](#).
- The Commonwealth of Massachusetts [Interagency Offshore Wind Council](#) is responsible for developing an Offshore Wind Strategic Plan with stakeholder input.
- The Maine floating offshore wind [Roadmap](#), [Research Consortium](#), and proposed [Research Array](#).
- The Partnership for Offshore Wind Energy Research (POWER-US) published a white paper *Reaching Convergence in United States Offshore Wind Energy Research: A Multidisciplinary Framework for Innovation* (the [Reaching Convergence](#) paper) in September 2018.
- The Regional Wildlife Science Collaborative for Offshore Wind released its Integrated [Science Plan](#) for Offshore Wind, Wildlife, and Habitat in U.S. Atlantic Waters in January 2024.
- The Responsible Offshore Science Alliance ([ROSA](#)) published an Offshore Wind [Monitoring Framework and Guidelines](#) in March 2021 and [Criteria for Prioritization](#) of Offshore Wind Related Environmental and Fisheries Research in July 2022.
- The [WindSTAR](#) Industry/University Cooperative Research Center at UMass Lowell provides a platform for collaboration on shared research projects.

---

## TYPES OF ACTIVITIES THAT COULD BE FUNDED

Several federal agencies and national organizations provide funding for science and research in offshore wind, including the U.S. Department of Energy, BOEM, and the National Offshore

Wind Research and Development Consortium. MassCEC offers complementary programs such as [AmplifyMass](#) that help Massachusetts companies and institutions compete for such federal funding. This Solicitation is not intended to duplicate such programs. Rather, the Solicitation aims to support activities that go beyond a traditional project and so may not fit neatly into a typical “project funding” program.

Presented here are examples of the types of activities that MassCEC can support through the Solicitation to advance the Objectives. These are only examples.

- Topic-specific science or applied research projects.
- Participation in a multi-entity research project such as a joint industry project.
- Data collection and analysis, or analysis of previously-collected data (perhaps from multiple sources).
- Development and testing of tools or methodologies.
- Modeling exercises with a preference for projects that include an element of research in the scope such as expanding the application of a model to provide new or more detailed information.
- Planning-related studies and associated engagement with public agencies or stakeholders.
- Development, adaptation, optimization, or integration of data management systems.
- Strategic advice and support for MassCEC’s programmatic support for science and research, for example with respect to the ARROW Center led by MassCEC or the ORE Innovation Center.
- Establishment or expansion of a base of operations in Massachusetts for science and research activities.
- Grant funding to enhance the capability of an Applicant to conduct offshore wind science or applied research.
- Grant funding to advance partnerships, collaboration, or coordination among institutions, companies, or organizations.
- Establishment or expansion of an initiative for long-term monitoring and reporting on offshore wind industry trends.

*For any activities related to offshore wind and wildlife, habitat, or fisheries, MassCEC urges the Applicant to include scope and budget for coordination with the Regional Wildlife Science Collaborative on Offshore Wind and/or the Responsible Offshore Science Alliance.*

MassCEC **does not** seek proposals through this Solicitation for the following activities:

- Conducting long-term, baseline data collection on wildlife or fisheries except to fill a gap in data collection where there is a clear pathway to eventual long-term financial support for the activity from other sources; or
- Partnership or tenancy associated with MassCEC’s planned ORE Innovation Center (see the [Prospectus](#)), which will be the subject of separate MassCEC RFPs (but an Applicant may want to highlight how the proposed initiative might complement or intersect with the mission of the ORE Innovation Center).



---

## EXAMPLES OF OUTCOMES FROM PROPOSED ACTIVITIES

Presented here are some possible outcomes that might result from activities supported through the Solicitation. These are just examples.

- **Foster understanding and elicit feedback** on a particular relevant science or research topic.
- **Foster and support partnerships** to facilitate collaboration, cross-fertilize on knowledge, and leverage resources.
- **Grow the local research, science, and analysis sector** to capture the benefits of clusters and generate local economic activity.
- **Advance and safeguard public interests** that may not be captured through traditional industry practices, for example (i) through design choices that increase local benefits or reduce impacts from multiple offshore wind projects, (ii) by advancing long-term monitoring and assessment of regional benefits and impacts, and (iii) by advancing long-term planning for ports, supply chain, and transmission.
- **Synthesize and convey complex scientific information**, perhaps from multiple sources, to make it more accessible.
- **Inform state policy and programs development**, for example through modeling and assessment of offshore wind market and industry growth scenarios.

## V. SOLICITATION DETAILS

The Solicitation advances the Objectives in a two-stage process by inviting **Concept Papers** and subsequent **Full Applications**. MassCEC will provide a response to all Applicants that submit Concept Papers indicating (i) our level of interest in receiving a Full Application for the proposed initiative and (ii) if appropriate, providing feedback on elements of the proposed initiative and the proposed level and form of MassCEC support. Prior to responding to a Concept Paper MassCEC may contact Applicants to request supplemental information prior to formal review.

MassCEC adopts the two-stage approach for this Solicitation in consideration of the broad range of science and research activities that could be proposed. The Concept Paper stage is intended to minimize work-load on Applicants for presenting their ideas to MassCEC. It also (i) enables MassCEC to efficiently compare and contrast a variety of approaches for advancing the Objectives and (ii) affords an opportunity for MassCEC to engage with Applicants before submittal of a Full Application.

MassCEC funding commitments will be made on the basis of Full Applications only.

---

## ELIGIBILITY

Applicants may be an individual company, organization, or institution, or may be a team of such entities (an “Applicant”). There is no limitation with respect to the geographic location of an Eligible Applicant. The Applicant may be based in Massachusetts, another U.S. state or territory, or internationally.

The proposed activity must have a demonstrable nexus to the Objectives of this Solicitation as presented in Section IV. **MassCEC discourages responses that would otherwise be eligible for an established funding opportunity such as MassCEC’s AmplifyMass Program or other third-party opportunity.**

Except as outlined in Section IV, MassCEC does not seek proposals related to participation in MassCEC’s planned ORE Innovation Center through this RFI.

---

## FORMS OF MASSCEC COMMITMENT

In consideration of the range of activities that could be proposed under this Solicitation, MassCEC awards could support activities in a variety of ways, including:

- Grant funding for a defined initiative and set of activities;
- A service agreement for a scope of services to be provided to or in conjunction with MassCEC;
- A commitment for funding and/or participation in a joint industry project or other form of multi-party initiative; or
- A form of MassCEC programmatic commitment, for example:
  - sponsorship of graduate students or post-doctoral fellows at a research institution or organization, or
  - a commitment to fund research (with specific research activities to be identified at a later date) conducted by the Applicant organization, e.g., associated with establishment or expansion of a base of operations in Massachusetts for science and research activities.

The proposal could include a combination of different forms of MassCEC support. Applicants will identify the form of support requested in the Concept Paper.

---

## AVAILABLE FUNDING AND COST SHARE REQUIREMENTS

MassCEC has allocated up to Five Million Dollars (\$5,000,000) in funding for awards and commitments under the Solicitation. We expect that awards will range from \$50,000 up to \$1,500,000. A Concept Paper or Full Application proposing higher amounts of MassCEC funding must present a compelling case for the funding need and potential outcomes toward achieving the Objectives.

*For grant awards*, MassCEC prefers that Applicants commit to a specific level of cost share and describe the expected value or benefits to Massachusetts of any directly leveraged activities. Cost share means Applicant or third-party funds applied to the proposed scope of activities for the MassCEC award *and [new April 2] is expressed as a percentage of the overall budget for funded activities. (Refer also to Section 7 of the template grant agreement.)* Leveraged activities are those that are demonstrably advanced by a MassCEC commitment but are separate from the scope of the proposed MassCEC award.

*MassCEC does not have a cost share requirement for service agreement awards.*

Presented in the table are preferred minimum levels of cost share *for grants*. MassCEC expects that relatively large grant requests will propose accordingly higher levels of cost share and/or leverage accordingly greater benefits.

<i>[New April 2] Total Budget for Scope of Activities</i>	<b>Preferred Cost Share Private Entity</b>	<b>Preferred Cost Share Public or Private Non-Profit</b>
Less than \$300,000	10% cash	10% cash or in-kind
Greater than/equal to \$300,000	25% cash	25% cash or in-kind

## MILESTONES AND DELIVERABLES

MassCEC payments under grant agreements or other forms of support will typically be linked to achievement of specific defined milestones and/or delivery (and acceptance by MassCEC) of specified work products. In most cases, payments will be an agreed lump sum amount for specified milestones or work projects. In special cases MassCEC may agree to make payments on a time and materials basis.

Agreements will also include requirements for quarterly reporting, submittal of a comprehensive final report, and an in-person or virtual presentation on results of the project or initiative.

## INTELLECTUAL PROPERTY AND USE OF RESULTS

MassCEC will make no claim to any intellectual property (“IP”) resulting from funded research projects. Ownership of IP shall be determined by the research team. Nevertheless, MassCEC shall have unrestricted access to and use of all mutually agreed non-confidential research project deliverables.

## VI. SCHEDULE AND QUESTIONS

<b>Milestone</b>	<b>Date</b>
Solicitation posted	March 15, 2024
Deadline for written questions	April 30, 2024
Responses to questions posted (1 week)	Ongoing but none later than May 7, 2024
Concept Papers due at MassCEC	April 5, 2024 by 5:00 PM EST
MassCEC response to Concept Papers	April 19, 2024
Full Applications due at MassCEC	May 10, 2024
Notifications of awards in response to Full Applications *	<i>Initial awards:</i> June 2024 <i>Possible additional awards:</i> July/August 2024
Contracting *	July - September 2024

\* Dates after the proposal due date are anticipated. All dates are subject to change.

Please direct any correspondence and questions by email to the contact person shown below. **Include the phrase “Question OSW-2024-02 OSW Science and Research” in the subject line.** MassCEC will post written responses on a rolling basis to questions received.

Nils Bolgen  
 Massachusetts Clean Energy Center  
[OffshoreWind@masscec.com](mailto:OffshoreWind@masscec.com)  
 617-315-9311

## VII. HOW TO RESPOND

### GENERAL INSTRUCTIONS

All responses to the Solicitation (Concept Paper or Full Application) must be submitted in electronic form (preferably in a single PDF file), including all relevant attachments, via email to [offshorewind@masscec.com](mailto:offshorewind@masscec.com) by the date and time specified in Section VI. **The words “Response OSW-2024-02 OSW Science and Research” must appear in the email subject line.**

#### Format requirements:

- Use a standard 11 or 12 point font with one inch margins and text in a single column.
- Avoid the use of low-contrast or “light” fonts.

	Concept Paper	Full Application
1) Cover page (one page)	<p><b>All responses</b> must include a cover page with the following information:</p> <ul style="list-style-type: none"> <li>• Response type – State whether the document is a “Concept Paper” or “Full Application”</li> <li>• State the Solicitation/RFI number OSW-2024-02</li> <li>• Project name or title</li> <li>• Date submitted to MassCEC</li> <li>• Lead Applicant name (i.e., company, institution, or organization) and office location</li> <li>• Lead Applicant contact person(s) – name, title, telephone, and email</li> <li>• Co-Applicant(s) name (i.e., company, institution, or organization) and office location</li> <li>• Financial: Total estimated budget Requested grant amount or value of MassCEC programmatic commitment</li> </ul>	
2) Signature and Acceptance Form	<b>Not Applicable</b>	<b>Full Applications Only:</b> Respondent (or lead Applicant for a team of Applicants) must submit a signed Authorized Applicant’s Signature and Acceptance Form which is found in <b>Attachment B</b> to this Solicitation.

	Concept Paper	Full Application
3) Proposal Summary	<i>One (1) paragraph.</i>	
	<p><b>All responses</b> provide a concise summary of the proposed project including (i) Applicant and key participant organizations, (ii) the scope of activity, and (iii) key outcomes and benefits. State the requested form(s) and dollar value of requested MassCEC commitment or involvement (e.g., grant, in-kind participation, or type of programmatic commitment) .</p>	
4) Project Narrative	<i>Up to three (3) pages.</i>	<i>Up to eight (8) pages.</i>
Project Description	<p>Provide a high level description of the proposed initiative scope, objectives, and implementation strategy.</p> <p>List team member organizations, initiative outcomes, and expected benefits.</p> <p>Include a description of the proposed MassCEC funding, role(s), and/or programmatic commitment.</p>	<p>Provide a complete description for the following elements:</p> <ul style="list-style-type: none"> <li>• Overall project scope and objectives;</li> <li>• How the initiative advances offshore wind;</li> <li>• Implementation strategy and team member organizations and roles;</li> <li>• Outcomes and benefits, and how they advance the Solicitation Objectives; and</li> <li>• Other relevant information.</li> </ul>
<i>Coordination</i>	<p><i>Describe whether and how the proposed activities will be coordinated with existing or planned national/regional entities including but not limited to the Regional Wildlife Science Collaborative on Offshore Wind, the Responsible Offshore Science Alliance, and those listed in Section IV.</i></p>	
Diversity, Equity, Inclusion; Environmental Justice	<p>Describe potential proactive DEI/EJ elements of the initiative.</p>	<p>Provide a summary of Applicant’s and key team member organization’s commitment to DEI/EJ principles, e.g., locational, policies, proactive commitments.</p> <p>Describe any specific proactive DEI/EJ elements of the proposed project.</p>

	<b>Concept Paper</b>	<b>Full Application</b>
5) Organizational, Work Plan, and Schedule	<p><i>Brief, please.</i></p> <p>Provide a general description of the organizational structure and major tasks for implementing the initiative.</p> <p>Identify general roles of team member organizations.</p> <p>Identify key decision and/or approval stages.</p>	<p><i>No page limit.</i></p> <p>Describe the proposed organizational structure for the initiative.</p> <p>Clearly describe roles and responsibilities for key parties and staff persons, and any vendors or contractors.</p> <p>For more complex activities, include an organizational chart with reporting structures.</p>
	<p><i>Full Applications, continued:</i></p> <p>Provide a high level task list description of the project work plan including all major tasks. Identify key decision and/or approval stages. For each task:</p> <ul style="list-style-type: none"> <li>• Identify key milestones and project deliverables.</li> <li>• Identify the team member(s) involved.</li> </ul> <p>Complete and submit the table in <b>Attachment C</b>.</p> <p>Present an overall schedule and identify key decision points.</p> <p>Include tasks for preparation of draft and final versions of a comprehensive final report as well as presentation of project results to MassCEC and key stakeholders, or at a regional or national symposium or conference.</p>	
6) Team	<p><i>Brief, please.</i></p> <p>List project team member organizations and key personnel.</p>	<p><i>No page limit.</i></p> <p>Describe relevant qualifications and experience of the Applicant and partner organizations.</p> <p>Describe the qualifications and experience of key team personnel.</p>
7) Budget and Funding	<p><i>One (1) page.</i></p> <ul style="list-style-type: none"> <li>• Provide an overall budget for the project; identify the proposed MassCEC funding and cost share.</li> <li>• Describe the source(s) of any cost share funds.</li> </ul>	<p><i>One (1) page.</i></p> <ul style="list-style-type: none"> <li>• To the extent known, identify major cost elements for the project. <i>(Note, Respondent may exclude certain project cost elements that are not relevant to a MassCEC support role.)</i></li> <li>• Provide an estimate of the costs for project elements supported by MassCEC; include unit costs as applicable.</li> </ul>
8) Comments on Template Agreement	Not applicable.	Provide any general comments and redline proposed edits to the template agreement.
9) Letters of Commitment or Support	Not Required	Include letters of commitment from key team member organizations and any relevant letters of support.

## VIII. EVALUATION AND SELECTION PROCESS

All Concept Papers and Full Applications will be reviewed together after the respective due date specified in Section VI.

**Threshold Review.** The evaluation process will include a threshold review to assess overall responsiveness to the Solicitation including the clarity, completeness and credibility of the concept or proposal. MassCEC reserves the right to accept, reject, or place Concept Papers or Full Applications on hold based upon the threshold review.

**Evaluation.** MassCEC will evaluate all Concept Papers and Full Applications that pass the threshold review stage against the criteria presented below. MassCEC staff may contact Applicants to request supplemental information prior to formal review. At either the Concept Paper or Full Application stage, MassCEC may also request an interview with Applicants or engage external reviewers for input or recommendations.

Upon completion of our review of Concept Papers, MassCEC will provide an email response to the lead Applicant contact person with indication as to whether MassCEC encourages or discourages Applicant to submit a Full Application. The MassCEC response may also include some or all of the following information:

- Indication of whether the proposed concept should advance to the Full Application
- Comments regarding the overall scope, team composition, schedule, strengths, or weaknesses of the concept;
- Suggestions regarding specific aspects of the concept that should be refined in a Full Application; or
- Feedback on the proposed form and extent of MassCEC support.

Criterion	Description
<b>Project Scope, Objectives, Approach, and Benefits</b>	<p><i>As presented in the Proposal Summary and Project Narrative.</i></p> <ul style="list-style-type: none"> <li>• Clearly articulated scope, objectives, and approach.</li> <li>• Consistency with the Solicitation Objectives.</li> <li>• Extent of outcomes and expected benefits; relevance to Massachusetts.</li> <li>• Clarity and relevance of the team structure, membership, and roles.</li> </ul>
<b>DEI/EJ Elements</b>	<p><i>As presented in the Project Narrative.</i></p> <ul style="list-style-type: none"> <li>• The form and substance of adopted organizational DEI/EJ policies and practices, and locational DEI/EJ elements of the proposal.</li> <li>• Extent to which the Applicant and team members incorporate proactive DEI/EJ elements into the scope of the proposed initiative.</li> </ul>

Criterion	Description
<b>Organizational Structure, Work Plan, and Schedule</b>	<ul style="list-style-type: none"> <li>• Presentation of a clear and appropriate organizational structure for management of the initiative and a sound approach to efficient and effective project management.</li> <li>• Presentation of a clear strategy and work plan for activities necessary to complete the initiative, including well-articulated tasks, milestones, and deliverables.</li> <li>• Extent to which the proposed work plan, schedule, milestones, and deliverables seem appropriate and achievable.</li> </ul>
<b>Team; Qualifications and Experience</b>	<ul style="list-style-type: none"> <li>• Qualifications and experience of the Applicant and team organizations in fields and on projects relevant to proposed scope.</li> <li>• Qualifications and experience of key team members to deliver high-quality work for relevant projects of similar complexity.</li> <li>• Quality of performance of the Applicant and key partner organizations on similar assignments as demonstrated through references.</li> </ul>
<b>Budget and Funding</b>	<ul style="list-style-type: none"> <li>• Extent to which the requested information is provided in sufficient detail.</li> <li>• Extent to which the project demonstrates a cost-efficient approach to the proposed tasks, and completion of the overall initiative at a reasonable cost.</li> <li>• Efficient use of MassCEC funds, amount of cost share, and the extent to which other funds are leveraged.</li> <li>• Identification of additional sources of funding if applicant is including a proposed cost-share in the proposal.</li> </ul>
<b>Value Demonstration</b>	<ul style="list-style-type: none"> <li>• Overall value proposition of the proposed initiative in comparison to other proposals.</li> <li>• Contribution to a diverse portfolio of funded activities.</li> <li>• Letters of support or testimonials from industry partners, researchers, or stakeholders.</li> </ul>

## IX. GENERAL CONDITIONS

### NOTICE OF PUBLIC DISCLOSURE

As a public entity, MassCEC is subject to Massachusetts' Public Records Law, codified at Chapter 66 of the Massachusetts General Laws ("Public Records Law"). Applicant acknowledges and agrees that any documentary material, data, or other information submitted to MassCEC is presumed to be public records. An exemption to the Public Records Law may apply to certain records, including materials that fall under certain categories under a statutory or common law exemption, including the limited exemption at Massachusetts General Laws Chapter 23J, Section 2(k) regarding certain types of confidential information submitted to MassCEC by an applicant for any form of assistance. Applicant acknowledges and agrees that MassCEC, in its sole discretion, shall determine whether any particular document, material, data or other information is exempt from or subject to public disclosure. Thus, MassCEC urges



applicant to carefully consider what documents, materials, data and other information is submitted to MassCEC in connection with this RFP. If confidential information is submitted as part of the response and not clearly marked as confidential, such information may be made publicly available by MassCEC without further notice to the Applicant.

In line with Public Records Law requirements, MassCEC generally considers the following types of information as confidential:

- Confidential business plans or proposals.
- Intellectual property.

**Please note for Full Applications that would lead to a Service Agreement:** consultant rate sheets will be considered a public record subject to disclosure.

---

#### DISCLAIMER & WAIVER AUTHORITY

This Solicitation does not commit MassCEC to award any funds, pay any costs incurred in preparing a response, 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 modification of the application, negotiate with all qualified Applicants, cancel or modify the Solicitation in part or in its entirety, or change the application guidelines, when it is in MassCEC's best interests.

This Solicitation has been distributed electronically using MassCEC's website. It is the responsibility of Applicants to check the website for any addenda or modifications to an Solicitation to which they intend to respond. MassCEC accepts no liability and will provide no accommodation to Applicants who submit an application based on an out-of-date Solicitation document.

---

#### CONTRACT REQUIREMENTS

Upon MassCEC's authorization to proceed with the proposal, MassCEC and the awarded applicant(s) will execute a contract which will set forth the respective roles and responsibilities of the parties. Template agreements are provided in Attachments D (*grant agreement*) and E (*service agreement*). *MassCEC expects that most awards under this Solicitation will be in the form of a grant or other programmatic commitment. MassCEC will consider entering into a service agreement for activities intended to be performed for the direct benefit of MassCEC and associated agencies of the Commonwealth.*

## ATTACHMENT A

### OFFSHORE ENERGY PROGRAM PROJECTS AND INITIATIVES

Presented here are examples of activities supported or conducted by MassCEC in each area of MassCEC’s offshore energy program and related infrastructure development.

- Sector Development – In coordination with partner agencies, the Program works to (i) expand MA-based manufacturing and services, (ii) develop necessary ports and infrastructure, and (iii) advance workforce training in offshore wind. Specific initiatives and projects include:

#### Ports and Infrastructure

- Detailed assessments of port facilities with potential to meet offshore wind industry needs. *South Coast/Boston 2017  
North Shore 2022*
- Development and operation of the Wind Technology Testing Facility in Charlestown, MA. *opened 2011*
- Development and operation of the New Bedford Marine Commerce Terminal in New Bedford, MA, currently under lease to Vineyard Wind. *opened 2015*
- Investment of \$215 million in the upgrade of port facilities through our Ports Investment Challenge. *2022 - ongoing*

#### Supply Chain

- Government to business and business to business networking events to connect local companies with business opportunities in offshore wind *2017 - ongoing*
- Maintain a comprehensive supply chain directory and conduct “meet the buyer” events with developers and tier one suppliers. *2016 – ongoing*
- Co-management of funding for supply chain projects with Vineyard Wind 1 and its Offshore Wind Accelerator Program *2018 - ongoing*

#### Workforce

- Targeted investments in workforce development *2017 - ongoing*
- Sponsorship and coordination of the Offshore Wind Works Community of Practice *2022 - ongoing*
- Co-management of funding for workforce development projects with Vineyard Wind 1 and its Offshore Wind Accelerator Program *2018 - ongoing*

- Planning, Analysis and Engagement – The Program supports technical projects and stakeholder engagement on fisheries, wildlife, wind/ocean conditions, transmission, and other areas. Specific activities include:
  - Interagency Offshore Wind Council – MassCEC is a member of the Council and has contracted with VHB, Inc. to provide facilitation and strategic planning services.

- Massachusetts Habitat Working Group on Offshore Wind / Fisheries Working Group on Offshore Wind – MassCEC actively participates in these working groups and has contracted with Consensus Building Institute to provide planning and facilitation services.
  - Over ten years of wildlife surveys conducted by New England Aquarium and in collaboration with BOEM and offshore wind developers.
  - Supported development, launch, and operation (with state, federal and NGO partners) of the Regional Wildlife Science Collaborative on Offshore Wind.
  - Co-sponsorship and management of pilot regional fisheries studies with BOEM and Rhode Island DEM in coordination with the Massachusetts Fisheries Working Group.
  - Funding support with other states to identify a regional fund administrator for a fisheries compensatory mitigation fund related to offshore wind energy.
  - Metocean data collection with Woods Hole Oceanographic Institution to support the first commercial scale offshore wind procurement in the nation.
  - Planning with BOEM task force for the Massachusetts wind energy area.
  - Gulf of Maine wind energy area planning with regional partners and BOEM.
  - Co-management of funding for wildlife detection projects with Vineyard Wind 1 and its Offshore Wind Accelerator Program.
- Research and Innovation – The Program supports projects that advance applied research and innovation, learn from early deployments, and grow the offshore energy research and innovation cluster in Massachusetts. Specific activities include:
    - Seed funding for the Massachusetts Research Partnership and POWER-US leading to publication of the 2018 white paper [\*Reaching Convergence in United States Offshore Wind Energy Research: a Multidisciplinary Framework for Innovation\*](#).
    - Active membership in the National Offshore Wind R&D Consortium with over \$2 million committed for co-funding for NOWRDC projects.
    - Assessment of the feasibility of establishing an Ocean Renewable Energy Innovation Center in the New Bedford area.
    - Active membership in WindSTAR Industry-University Cooperative Center.
    - Direct investment in targeted research.
    - Funding and participation in technology accelerator challenges with Greentown Labs and Vineyard Wind.

**ATTACHMENT B**  
**AUTHORIZED APPLICANT’S SIGNATURE AND ACCEPTANCE FORM**

**Offshore Wind Science and Research (the “Solicitation”)**

OSW-2024-02

The undersigned is a duly authorized representative of the Applicant named below. The undersigned has read and understands the Solicitation requirements and acknowledges and confirms that the Applicant and each member of its team has read and understands the Solicitation requirements. The undersigned acknowledges and agrees that all of the terms and conditions of the Solicitation are mandatory.

The undersigned and each Applicant and each member of its team acknowledges and agrees that (i) all materials submitted as part of the application are subject to disclosure under the Massachusetts Public Records Law, as explained in the Solicitation; (ii) that the Massachusetts Clean Energy Technology Center (“MassCEC”) has no obligation, and retains the sole discretion to fund or choose not to fund the application set forth herein; and (iii) that MassCEC’s receipt of the application does not imply any promise of funding at any time.

The undersigned and each member of the Applicant’s team understands that, if the application is selected by MassCEC pursuant to this Solicitation, the Applicant will execute and deliver an agreement to be provided by MassCEC that shall set forth the terms and conditions, together the respective roles and responsibilities of the Applicant, and each member of its team, and MassCEC, with respect to the project described in the Solicitation.

I certify that the statements made in this application, including all attachments and exhibits, are true and correct.

Applicant: \_\_\_\_\_  
(Printed Name of Applicant Company or Organization)

By: \_\_\_\_\_  
(Signature of Applicant or Authorized Representative)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTACHMENT C**  
**TASKS, DELIVERABLES, SCHEDULE AND MASSCEC PAYMENTS**

*MassCEC will provide this Attachment in Word format.*

<b>Task Number</b>	<b>Task Name</b>	<b>Milestone/Deliverable</b>	<b>Completion Date</b>	<b>MassCEC Payment Amount</b>
1.	<i>Just the Task name here; description will be elsewhere.</i>		_____	\$ _____
2.			_____	\$ _____
3.			_____	\$ _____
4.	Periodic Reporting	Periodic Report 01 Periodic Report 02 Periodic Report 03 <i>E.g. quarterly or semi-annual.</i>	_____ _____ _____ _____	<i>Payments could be linked to these reports, or other deliverables, or both.</i>
5.	Final Report	<i>For substantial reports, include a draft report, one month for MassCEC review/comment, and a final report.</i> Draft Final Report MassCEC comments Final Report Presentation		
			<b>Total</b>	\$ _____

**ATTACHMENTS D AND E**  
SAMPLE GRANT AGREEMENT and SAMPLE SERVICE AGREEMENT

*MassCEC will provide these documents in Word format.*

**GRANT AGREEMENT Template**

**AGREEMENT FOR SERVICES Template**