



**Offshore Wind Workforce and Skills Development Grant Challenge  
Questions and Answers  
Version 3: Posted February 2, 2023**

**Eligibility and Collaborators**

- 1) Can an organization be the primary applicant for one application and be a strategic collaborator receiving funding on a separate application?**

Yes.

- 2) Can an organization count as the required Community-Based Organization serving a NJ Overburdened Community on more than one application?**

Yes.

- 3) Can private for-profit entities, including industry employers, be the primary applicant?**

No. At the November 16, 2022 NJEDA Board Meeting, the Board approved an amendment that restricts private, for-profit entities from serving as the Primary Applicant for the OSW Workforce Grant Challenge. However, private entities, including industry employers, can still be part of an applicant team as an applicant Collaborator and receive grant funding as a sub-recipient. Eligible Primary Applicants are public entities and nonprofit entities.

- 4) What does NJEDA mean by Collaborator?**

A Collaborator refers to any entity, other than the Primary Applicant, that is part of the applicant team. The application must identify what role each Collaborator will fulfill in the project. All applications require at least one Collaborator, unless the Primary Applicant is itself a community-based organization with demonstrated experience serving a NJ Overburdened Community.

If the applicant is successful, the NJEDA will enter into a grant agreement with the Primary Applicant only. The Primary Applicant will be responsible for reporting on and monitoring the implementation of the selected program, including work conducted by all Collaborators.

The NJEDA expects, but does not require, that most Collaborators would receive a portion of the requested grant amount for a defined role that is outlined in the application. Regardless, at least one Community-Based Organization serving a NJ Overburdened Community must be on the applicant team and must receive a portion of the grant funding.

- 5) Is there a limit to the number of Collaborators an applicant team can have?**

No, there is no limit, but the NJEDA will only enter into agreement with the Primary Applicant.

**6) Can an applicant team have more than one organization that meets the requirement for a Community-Based Organization serving a NJ Overburdened Community?**

Yes. There must be at least one Community-Based Organization with demonstrated experience serving a NJ Overburdened Community on an applicant team, but applicant teams can have more than one.

**7) Will NJEDA notify Collaborators if their applicant team is selected for an award?**

No. NJEDA will communicate selection with the Primary Applicant and will enter into a grant agreement solely with the Primary Applicant. It is expected the Primary Applicant would notify Collaborators that are part of the selected team.

**8) Are there collaborations that are required? What kind of collaborations are encouraged?**

Each application must include a Community-Based Organization with demonstrated experience serving a NJ Overburdened Community. This Community-Based Organization can be a Primary Applicant or a Collaborator. If the Primary Applicant is not a Community-Based Organization with demonstrated experience serving a NJ Overburdened Community, then the application must include at least one Community-Based Organization with demonstrated experience serving a NJ Overburdened Community as a Collaborator. Collaborations with multiple entities are permitted, but not required, to meet program goals and fulfill the required scope of work. A private entity cannot be a Primary Applicant, but can be a Collaborator.

**9) Do you have to be a 501(c)(3) to be a Primary Applicant? Can other 501(c) organizations apply?**

All types of 501(c) organizations can apply as a Primary Applicant or serve as a Collaborator. However, the Community-Based Organization with demonstrated experience serving a NJ Overburdened Community, which must be a part of the applicant team, has to be a 501(c)(3) organization.

**10) Will 501(c)(3) organizations be penalized for having limited experience?**

The experience and ability to implement the program will be evaluated collectively for the entire application team. An organization with limited experience may leverage the expertise of applicant Collaborators to demonstrate the required experience to execute the proposed program.

**11) Does the Primary Applicant need to be based in NJ?**

The Primary Applicant does not need to be based in New Jersey or have a physical presence in New Jersey. However, the Primary Applicant must be registered to do business in New Jersey, and as part of application, Primary Applicants must submit a NJ tax clearance certificate (see Question 22).

**12) Are unions able to apply?**

Yes, labor unions can apply as the Primary Applicant or as a Collaborator. However, all applications need to include at least one Collaborator that is a Community-Based Organization serving a NJ Overburdened Community.

## **Program Design**

### **13) Are programs that focus on a trade that will be working in the offshore wind industry eligible even if the occupation is not listed in Appendix A?**

Appendix A lists the occupation categories that are eligible for the Grant Challenge. An entity can work in any aspect of the offshore wind industry, but the proposed program must focus on training in one or more occupations listed in Appendix A to be eligible for this Grant Challenge.

### **14) Does the target population need to be an Overburdened Community?**

Training programs do not need to target or serve Overburdened Communities, but program scoring (up to 10 out of a possible 100 evaluation points) will favor proposals that do. In addition, every applicant team must include a Community-Based Organization with demonstrated experience serving a NJ Overburdened Community.

### **15) Are veterans or youths considered eligible target populations?**

Training programs that focus on veterans or youth are eligible for funding through this Grant Challenge. However, programs that focus on veterans or youth without a connection to Overburdened Communities would not be scored favorably in the NJ Overburdened Community evaluation criteria

### **16) Are justice-involved people (those who have had a criminal conviction) considered an eligible target population?**

Training programs that focus on justice-involved people are eligible for funding through this Grant Challenge. However, programs that focus on the justice-involved but do not have a connection on Overburdened Communities would not be scored favorably in the NJ Overburdened Community evaluation criteria.

### **17) Are there any requirements for the number of participants that must engage, enroll, or graduate from the training program, or become employed in the industry?**

There are no set requirements for these criteria, however applications will be evaluated on the ability to meet the needs of the offshore wind industry.

### **18) Can the training program focus on a particular area of New Jersey as opposed to the entire state?**

Yes, programs that are focused on specific geographies or communities in NJ are eligible for this Grant Challenge. The location of the program is not part of the evaluation criteria, except to the extent that the location influences the program's ability to meet the needs of the offshore wind industry.

### **19) What are wraparound supports?**

Wrap around supports include services provided or needed for participants to successfully engage and complete the training program. These services may include mentorship, counseling, transportation, and childcare. The Grant Challenge does not require specific wrap around supports, but the ability to provide wrap around supports is part of the evaluation criteria.

### **20) What does it mean to engage industry employers?**

Applications should include compelling plans to engage with industry to design and implement a program that prepares and/or connects participants with job opportunities in offshore wind. Up to 15 out of 100 evaluation points pertain to the applicant's plan to engage industry employers, but there are no specific strategies required. It is up to the applicant to describe the proposed approach.

**21) Must the training program be implemented within a certain time period?**

There are no specific requirements for the timeline to launch the program, but applications will be evaluated on the ability to meet the needs of the offshore wind industry as well as on having a realistic timeline for implementation.

**22) Are training participant stipends authorized as part of the budget?**

Stipends are acceptable so long as they are specifically tied to the needs of an individual participant to successfully enroll in and/or complete the program. For example, stipends could be used for an individual to cover costs associated with transportation, childcare, equipment purchases or participant fees.

**23) Is virtual training eligible for the funding?**

Yes, virtual training programs are eligible so long as the program includes a clear approach to make the training accessible for and targeted to NJ residents. The training also must be linked to NJ employment opportunities in offshore wind.

**Other Topics**

**24) How do I obtain a tax clearance certificate?**

All Tax Clearance Certificates (TCC) are issued by the New Jersey Division of Taxation through the Premier Business Services portal. Please find instructions on how to obtain your TCC [here](#). You can email [businessassistancetc.taxation@treas.nj.gov](mailto:businessassistancetc.taxation@treas.nj.gov) at any time for assistance as well.

**25) Are there details on the job demand in NJ for the offshore wind industry?**

NJEDA recently released *New Jersey's Offshore Wind Workforce Assessment Through 2035* that includes the number and types of jobs to be created by the offshore wind industry in New Jersey. The report can be found at: <https://www.njeda.com/2022-newjersey-osw-workforce-assessment-report/>

**26) When and how will the Optional Potential Collaborator Forms be shared?**

The Optional Potential Collaborator Forms are due to [WindInstitute@njeda.com](mailto:WindInstitute@njeda.com) by December 14<sup>th</sup> at 5pm. All entities that submit by this date will be sent a copy of all completed forms via email by December 16<sup>th</sup> at 12pm. (added December 9, 2022)

**27) Should the Narrative Response PDF that is required as part of the application be single or double spaced?**

There are no spacing requirements for the Narrative Response PDF. The only formatting requirement is that the document should not exceed 20 pages. (added December 9, 2022)

**28) In the Budget Template, should the Total Project Costs (Cell R57) equal the Total Project Budget (Cell D7) or the Total Project Budget (Cell D7) minus the Requested Grant Amount (Cell D8)?**

The amount in Total Project Budget (Cell D7) should be the same as the Total Project Costs (Cell R57). This amount is the Requested Grant Amount (Cell D8) plus the Total Incremental Costs (Cell R55). (added February 1, 2023)