



GE VERNOVA
FOUNDATION

Request for Proposals for the Clean Energy Workforce Training Equipment Grant

**Administered by Commonwealth Corporation Foundation
with funding from the GE Vernova Foundation and the Massachusetts
Workforce Skills Cabinet**

RESPONSES DUE:

February 6, 2025 (5:00 PM)

Upload electronic submission to the following link:

<https://commcorp.tfaforms.net/329200>

CONTACT:

Kristen Rayne
Commonwealth Corporation
33 Harrison Avenue, 3rd Floor
Boston, MA 02111
info@commcorpfoundation.org.

WEBSITE:

<https://commcorp.org/foundation/>

CLEAN ENERGY WORKFORCE TRAINING EQUIPMENT GRANT REQUEST FOR PROPOSALS

SECTION ONE: GOALS OF THE PROGRAM

Commonwealth Corporation Foundation, through a grant from the GE Vernova Foundation, and matching funds from the Massachusetts Workforce Skills Cabinet, seeks to provide more HVAC and/or electrical students with hands on training in clean energy technologies to expand the clean energy workforce to meet Massachusetts' clean energy and decarbonization goals.

Commonwealth Corporation Foundation, a 501(c)(3) non-profit, works to bridge resource gaps to target unmet needs in workforce development and by empowering workers and employers in Massachusetts through strategic partnerships with the business community, organized events, and grant-making.

A. Program Goals:

1. Prepare high school students and Career Technical Initiative (CTI) program participants for the clean energy transition by providing hands on training equipment, curriculum, and professional development to eligible CTI programs to integrate clean energy technologies into existing electrical and HVAC programs:
 - Integrate solar and/or wind technologies into electrical programs
 - Integrate heat pump and/or solar technologies into HVAC programs
2. Create a Community of Practice (COP) to meet quarterly (4x total):
 - COP representation will be required for award recipients including CTI coordinator and instructor(s). Stipends will be available for up to three instructors/staff per school to participate in the COP.
 - NOTE: CTI schools who do not apply/receive equipment are still welcome to participate in the COP.

- B. **Request for Proposals:** Interested CTI schools are required to submit a proposal no later than 5:00 p.m. on February 6th, 2025 via application form: <https://commcorp.tfaforms.net/329200>

Questions about this RFP should be sent to info@commcorpfoundation.org and questions and answers will be posted on the grant funding page at <https://commcorp.org/foundation/>

SECTION TWO: ELIGIBLE APPLICANTS

A. Eligible Applicants: Current CTI grantees with active grants in school year ‘25-’26 and/or summer 2026, supporting training in the following pathways: HVAC and/or electrical. The applicant must demonstrate commitment with a Letter of Support from Principal/Dept. Head or other person in a leadership role at the school who can attest to the school’s commitment to fully participate in this program.

B. Required Partners: This grant solicitation does not require additional partners.

SECTION THREE: AWARD MODEL, EQUIPMENT OPTIONS & FUNDING AVAILABILITY

A. Award Model: The majority of the funds available through this solicitation will support the purchase of hands-on training equipment, known as Trainers and associated curricula. For the purposes of this solicitation, a Trainer is defined as a specialized piece of training equipment or system designed to simulate real-world industrial processes, systems, or machinery for hands-on skill development in a controlled educational environment. Funds may not be utilized to purchase discrete equipment products that do not operate as a unit upon purchase. Commonwealth Corporation Foundation has received quotes for equipment from two vendors - Amatrol and iConnect, which are included below. These quotes include a one-year software license package and up to ten hours of professional development from the vendor. Commonwealth Corporation Foundation will manage the procurement of the Trainers from these vendors and coordinate delivery with the selected school(s).

Applicants are encouraged to choose from the pre-populated list of equipment listed below by selecting the Package in the RFP link/online submission.

If a school chooses to apply for equipment outside of these options, the school must submit as attachments: 1) rationale 2) quote from vendor 3) assurance that equipment (Trainer) can be delivered before Sept. 2025 based on timeline of award expected in April 2025 and 4) equipment pricing in the application budget form (excel). NOTE: Commonwealth Corporation Foundation and school will discuss procurement process if equipment outside of the pre-populated list is to be purchased.

B. Equipment Options:

Package: (Includes E-Learning and Professional Development)	Product:	Components included in package:

Solar/Wind Combined Tier 1	Alternative Energy Learning System Wind/Solar (sheathed banana leaves) (850-AECSL) with add ons:	https://amatrol.com/product/850-aec/
		https://amatrol.com/product/smobile-solar-photovoltaic-array-station/
		https://amatrol.com/product/solar-pv-sun-simulator-alternative-energy-85-sps1/
Solar Module Tier 1	Alternative Energy Learning System-Solar (sheathed banana leaves) (850-AESSL) with add ons:	https://amatrol.com/product/solar-alternative-energy-training-system/ https://amatrol.com/product/smobile-solar-photovoltaic-array-station/ https://amatrol.com/product/solar-pv-sun-simulator-alternative-energy-85-sps1/
Solar Module Tier 2, Option 1: Solar Installation	Alternative Energy Learning System-Solar (sheathed banana leaves) (850-AESSL) with add ons AND Solar PV Installation Learning System (950-SPF1), with Solar PV Array Mobile Workstation (+Hand Tools, Consumables)	https://amatrol.com/product/solar-alternative-energy-training-system/ https://amatrol.com/product/smobile-solar-photovoltaic-array-station/ https://amatrol.com/product/solar-pv-sun-simulator-alternative-energy-85-sps1/ https://amatrol.com/product/950-spf1/ https://amatrol.com/product/mobile-solar-photovoltaic-array-station/
Solar Module Tier 2, Option 2: Troubleshooting	Alternative Energy Learning System-Solar (sheathed banana leaves) (850-AESSL) with add ons AND Solar PV Troubleshooting Learning System (950-SPT1), with Solar PV Array Mobile Workstation	https://amatrol.com/product/solar-alternative-energy-training-system/ https://amatrol.com/product/smobile-solar-photovoltaic-array-station/ https://amatrol.com/product/solar-pv-sun-simulator-alternative-energy-85-sps1/ https://amatrol.com/wp-content/uploads/2022/04/950-SPT1_SolarPVTroubleshootingLearningSystem_Form6552-D_L.pdf

Heat Pump Trainer (Amatrol)	Residential Heat Pump Troubleshooting Learning System (T7100)	https://amatrol.com/product/residential-heat-pump-troubleshooting-training-system/
Heat Pump Trainer (iConnect)	Heat Pump Trainer with Inverter Compressor & R290 Refrigerant	Heat Pump Trainer With Inverter Compressor & R-290 Refrigerant

C. Funding Availability: Up to **\$450,000** is available for equipment allocated through this solicitation. The maximum value of the equipment requested per school has not been determined, however, Commonwealth Corporation Foundation’s goal is to provide equipment for several schools with these funds. Commonwealth Corporation Foundation may fund full or modified equipment requests. In addition to funds allocated for equipment, Commonwealth Corporation Foundation will provide stipends to the identified schools to participate in the following activities:

- a. Instructor stipends are available for \$1,120 per school for at least one instructor/staff to participate in four hours of a Community of Practice (COP) and up to ten hours of professional development from vendor(s).
- b. Schools may also request \$320 per additional instructor/staff (up to two) to participate in the COP.
- c. Schools may also request an additional \$800 for up to ten hours of professional development **only** if they request more than one equipment package.

SECTION FOUR: REPORTING AND ADMINISTRATIVE REQUIREMENTS

A. Reporting Requirements: Grantees will be required to submit a report at the end of the program using a template supplied by Commonwealth Corporation Foundation. The report will require the following information:

- **Final Outcomes:**
 - i. Total # of students trained on equipment through this grant including both CTI students, and daytime (other) students
 - ii. Demographic data of CTI program students trained
- **Final Narrative Question:** The exact narrative questions are underdevelopment and subject to change, and may include: “How would you suggest integrating these technologies to inform future curricula for clean energy training programs?”

B. Technical Assistance: Each school allocated equipment resources will be assigned to a Commonwealth Corporation Program Manager responsible for this project. Each school must identify and maintain a point of contact at the school who is accountable for the

grant and will communicate with the assigned Commonwealth Corporation Program Manager.

C. Project Terms and Conditions: Grantees will be required to abide by Commonwealth Corporation Foundation’s Standard Contract Terms and Conditions, which will be provided post award notification, or upon request.

SECTION FIVE: SUBMISSION SCHEDULE & INSTRUCTIONS FOR SUBMISSION

A. Submission Schedule:

Activity	Date
Request for Proposals Released	January 9, 2025
FAQ period (posted)	January 10-February 5, 2025
Office Hours	January 16, 2025 (11AM-12PM)
Applications Due	February 6, 2025
Applicants Notified of Status (Anticipated)	March 2025
Earliest Anticipated Program Start Date	April 1 st , 2025
Anticipated Program End Date	August 31, 2026

B. Optional Office Hours: Interested applicants may attend optional office hours planned for Thursday, January 16th at 11AM. Register in advance for this meeting: <https://us06web.zoom.us/meeting/register/Gxbr02wLRYiNiDdi9S7vww>

C. FAQ Period: Questions about this grant program will be accepted in writing. Please submit questions to info@commcorpfoundation.org. Answers will be posted on the RFP landing page at <https://commcorp.org/foundation/>

D. Application Submission Instructions: Applications may be submitted at any time before the deadline. Please upload your submission electronically to the following link: <https://commcorp.tfaforms.net/329200>

Applicants should review all components prior to uploading in order to ensure they have completed all the required information. For submission issues, please contact Kristen Rayne at krayne@commcorp.org

- Narrative form must be submitted in MS Word file format
- Budget must be submitted in MS Excel file format
- Signed Letter of Support must be submitted in the form of a PDF file

E. Application Package: The following parts make up the required components of the Grant Application Package. Please have all the information ready when you submit your application.

Application Summary Form (online submission form)

This form must be completed **online** at the time of submission. The following is a preview of the information requested for illustrative purposes:

1. Name of Lead Applicant Organization
2. FEIN
3. Primary Contact Information (name/title/address/email/phone)
4. Authorized Signatory Contact Information (name/title/address/email/phone)
5. Project Manager Contact Information (name/title/address/email/phone)
6. Equipment Selection (choose from options in Section Three)
 - 6.1. Instructor stipend(s)
7. Total budget requested for equipment and instructor stipend; This amount should match the total on the accompanying Budget Form.
8. Certification

Upload 1: Application Narrative Form (use template provided)

Upload 2: Budget Form (use template provided)

Complete the Budget Form provided with specific equipment and stipends requested. This should match the online submission form amount.

Upload 3: Letter of Support from school Principal/Dept. Head or other person in leadership role who can attest to the school’s commitment to fully participate in this program.

Upload 4: (Optional) Additional Documents should be uploaded if applicant is requesting an equipment package not included on the pre-populated form.

SECTION SIX PROPOSAL EVALUATION PROCESS AND CRITERIA

A. **Proposal Evaluation Process:** Proposals submitted in response to this solicitation will be reviewed by a review committee, which may include staff from Commonwealth Corporation Foundation, GE Vernova Foundation and the Workforce Skills Cabinet.

The review process will consist of the following steps:

Step 1: Threshold Criteria Screening

Submissions will be screened for completeness, conformity to the program requirements and timeliness of response. Submissions that are incomplete, non-conforming, or late may not be considered.

Step 2: Review Committee

A review committee will review and score all eligible submissions based on whether they meet the required standards. Review results will be documented. Commonwealth Corporation Foundation reserves the right to request additional information from any applicant to ensure that the review committee has a complete understanding of the proposed program and applicant qualifications.

Submitted proposals will be reviewed and scored based on the following criteria with attention given to answers provided in the Narrative:

Category	Point value
A. Commitment to participate fully in the Community of Practice and professional development offered to (better) integrate clean energy training equipment in curriculum	35
B. Description of how this new equipment will enhance/impact applicants' current HVAC/electrical CTI program	30
C. Need for the equipment to better meet the industry/employer demand in the region	25
D. Budget that is accurate and consistent with the proposed description of need and activities	10

Please note: Commonwealth Corporation Foundation reserves the right to consider the applicant's past CTI Program performance in meeting CTI performance benchmarks (enrollment, completion, placement) and factor this performance into funding decisions. Commonwealth Corporation Foundation reserves the right to consider geographical distribution and occupation/program mix in final grant award decisions.

Step 3: Notification of Grant Award Status

All applicants will be notified of their award status by email based on the schedule in Section 5A.

SECTION SEVEN: SUMMARY OF ATTACHMENTS

GRANT APPLICATION PACKAGE:

The following attachments must be completed and submitted by all lead applicants:

- Application Summary Form (online submission form)
- Application Narrative Form (Word)
- Budget Form (Excel)
- Letter of Support from school Principal/department Head (PDF)