

September 24, 2024

1. Introduction

The Oceantic Network, formerly known as the Business Network for Offshore Wind, is dedicated to promoting the use of renewable energy resources provided by the world's oceans. Over the past decade, the Network has evolved within the offshore wind industry, broadening its scope to include various industry sectors. As it celebrated its ten-year anniversary, the Network continues to lead and shape the industry's future, now embracing a wider range of ocean-based renewable energies such as green hydrogen and wave energy. While offshore wind remains its central focus, the Oceantic Network's expanded vision reflects its commitment to growing and adapting with the industry's advancements.

Oceantic Network invites proposals from experienced grant writing and editing consultants. The consultant will play a pivotal role in Oceantic's work to diversify our funding base by earning public and private grants.

2. Background

In 2013, we started as a group of Maryland businesses with a shared vision to break into the emerging offshore wind industry, creating jobs and economic opportunity throughout the state. What began as a small organization with a focus on building connections among businesses, developers, and policymakers in Maryland, matured to become the world's largest non-profit organization dedicated to advancing ocean renewables development. We knew this would require building a domestic supply chain, strengthening cooperation and partnerships across geographies, while improving education and workforce training. In our journey, we have expanded and adapted alongside the industry, remaining true to our mission of unlocking new opportunities and fostering collaboration to benefit the global market.

From launching the International Partnering Forum—the largest offshore wind conference in the Americas—to creating critical industry products like the Supply Chain Connect registry, OSW Market Dashboard, and Foundation 2 Blade trainings, the Network is committed to meeting the dynamic needs of a fast-evolving industry.

As we look towards the future, we aim to reassess and realign our strategic direction to amplify our impact.

3. Scope of Services

The contract grant writer will be responsible for:

- Identify and outline grant requirements as stated by the grantor.
- Write direct and compelling grant proposals and programs that align with grant requirements.
- Coordinating with program staff to gather necessary information for grant applications.
- Develop a compliance checklist tailored to all grant application requirements and deadlines.
- Create and maintain a grant timeline tracking all major milestones and supporting dependencies to ensure timely submittals for all applications and reports leveraging project management software.
 - Prepare interim and final grant reports as required by grantors.
- Assist in the development of budgets for grant proposals.
- Provide regular status updates on grant activities and funding opportunities to leadership.

4. Proposal Requirements

Proposals should include:

- Grant writers background and experience in strategic planning within the nonprofit sector.
- Examples of successful grant applications and funding secured.
- Detailed timeline including key milestones and deadlines.
- Budget and fee structure including hourly rate and estimated hours per week or month. Please note our budget allows for rates ranging from \$125 to \$150/hr.
- Availability and preferred working arrangements (remote, on-site, or hybrid).
- References from previous clients.

5. Evaluation Criteria

Proposals will be evaluated based on:

- Relevant experience and past performance in grant writing.
- Quality of writing samples and past grant applications.
- Knowledge of renewable energy sector and environmental funding landscape.
- Proposed hourly rate and strength of references.

6. Submission Guidelines

Proposals must be submitted by no later than October 15th, 2024.

- Proposals should be emailed to Jen Brock with the subject line “Grant writing RFP response.”
- For inquiries, contact Jen.Brock@Oceantic.org

7. Terms and Conditions

- This is an hourly contract position, not a full-time employment opportunity.
- The initial contract will be on a project basis.
- The grant writer will be required to sign a confidentiality agreement.
- A contract will be negotiated with the selected grant writer based on experience.