



# Development Grants

Improving competitiveness and increasing capability in the UK supply chain

## Scope & Guidance

January 2024



[owgp.org.uk](https://owgp.org.uk)

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# 1 Offshore Wind Growth Partnership

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Offshore Wind Growth Partnership (OWGP) was established as part of the UK Offshore Wind Sector Deal in 2019. OWGP promotes closer collaboration across the supply chain, manages structured productivity improvement programmes and facilitates shared growth opportunities between developers and the supply chain.

Up to 2030, OWGP will invest up to £100 million in projects, activities, products and services that provide direct support to UK companies that are active in or are planning to enter the offshore wind supply chain. OWGP delivers a combination of business support services and funding to grow companies, drive greater collaboration in the industry, increase business competitiveness, champion innovation and attract new entrants with transferable capabilities to the sector.

## 2 Aim

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The purpose of the Development Grants is to help UK companies to improve their competitiveness or increase capability to enable a step-change in their growth. The call is open to a wide range of proposals across the existing supply chain and beyond, to fund projects that will:

- a) **Unlock growth in high value UK offshore wind supply chain areas identified by industry**
- b) **Lead to an increase in UK jobs, turnover, intellectual property, and exports in the offshore wind sector.**

This covers investment in new equipment and facilities as well as the development and implementation of new processes. We are especially interested in projects that will create significant export potential and can demonstrate a clear export strategy within the application.

See Section 7 for the Scope.

## 3 Target

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This competition is open to UK companies that are currently working in offshore wind but also from adjacent sectors such as:

- Onshore Wind
- Renewables (other)
- Aerospace
- Oil & Gas
- Nuclear
- Automotive
- Marine
- Defence
- Manufacturing

Companies working in other sectors are encouraged to apply providing the proposal demonstrates a clear business case and ambition to grow market share in offshore wind.

Projects must be delivered in the UK, meaning that the project team must be based and significant majority of the economic benefits are expected to be realised in the UK. For the avoidance of doubt, OWGP will consider (and encourages) proposals targeted towards export opportunities. To be eligible to apply, organisations must be a UK-registered business of any size but must be able to contribute at least 50% of the total project budget.

Funding is provided to successful companies in accordance with the terms and conditions published together with this Scope & Guidance document. Recipients do not have the obligation to repay the funding provided. Notwithstanding the foregoing, OWGP does offer the option for Applicants to repay the funding received over several years upon completion of the project, to enable the reinvestment of funds back into OWGP support programmes. See Section 4 for details.

## 4 Call Summary

Funding Call	Development Grants
Objectives	To help companies improve competitiveness and/or increase capability to accelerate their growth in the sector.
Eligibility	<ul style="list-style-type: none"> <li>• Applicants must be a UK-registered company of any size.</li> <li>• Applicants cannot submit a funding application for a project that does not have a distinct scope that is unlikely to materialise without external funding support</li> <li>• The Project scope cannot be described as “business as usual”.</li> <li>• Applicants must demonstrate clear alignment with at least one of the nine supply chain areas in the competition scope (identified in the <a href="#">Supply Chain Capability Analysis Report</a>).</li> <li>• Applicants must NOT be in receipt of current OWGP funding through a funding competition launched within the last 12 months (including the May 2023 Development Grant Competition).</li> <li>• Applicants must NOT have already received 3 or more OWGP funding awards (this excludes any Business Transformation Programmes).</li> <li>• Applicants that are resubmitting a proposal from a previous OWGP funding competition may only resubmit ONCE.</li> <li>• Applicants must demonstrate that the product or service has an application in offshore wind.</li> <li>• Applicants must be able to demonstrate a clear business need or market opportunity for their development activity.</li> <li>• Applicants must demonstrate ability to contribute cash or in-kind investment of at least 50% of the total project budget. (For</li> </ul>

	example: a £1m project could be made up of £500k OWGP funding, £250k investment from company and £250k in-kind from the company)
Scope	<p>Projects must directly align with at least one of the following supply chain areas: <b>cables, substation and electrical design, steel fabrication, floating wind, development services, offshore services, vessels, blades and rotor assembly, wind turbine generator (WTG) components.</b> See Section 7 for more detail on supply chain areas.</p> <p>Projects <b>must</b> focus on one or more of the following areas that facilitate company growth:</p> <ul style="list-style-type: none"> <li>• Investing in new equipment or facilities to increase manufacturing or service delivery capacity or capability.</li> <li>• Developing and implementing new operational processes that will increase competitiveness in the UK and global markets.</li> <li>• Investing in new technologies, products and/or services to improve operational performance, reliability and/or efficiency. <b>Please note that any technology development should be near-to-market, ready for commercialisation. This includes floating technology.</b></li> <li>• Other activity that will grow the company and lead to increased jobs, turnover and/or exports.</li> </ul>
Activity Type	<p>Projects should enable a step-change in growth and can include capital and operational expenditure.</p> <p>Projects will be based on a long-term business plan that covers operational costs, forecast market share, revenue, profitability, employment and exports.</p> <p>Projects should deliver increased jobs, exports, turnover and IP for the Lead Organisation, all within the offshore wind sector.</p>
Project Duration	Projects can be between 9 months and 24 months duration.
Eligible Costs	Your project's total eligible funded costs <b>must be</b> between £50,000 and £500,000. <b>This is range of funding that can be awarded.</b> Applicants may receive funding for eligible project costs of up to 50% of the total project budget. The minimum OWGP Funding is £50,000, the maximum OWGP Funding is £500,000.
Funding Type	<p><b>Funding will be provided in the form of a Development Grant.</b> OWGP encourages applications from companies that would consider the repayment of funds following any commercial successes generated as a result of the project. This would enable the reinvestment of funds back into future OWGP support programmes. <b>This is entirely at the discretion of the applicant and is not a condition of the funding award.</b> Please do indicate in your application if a repayment option is of interest.</p> <p>OWGP standard repayment terms are available.</p>
Call Opens	Thursday 25 <sup>th</sup> January 2024
Online Briefing Webinar	Friday 2 <sup>nd</sup> February 2024 - 2pm-3pm Click <a href="#">here</a> to register

Stage 1 Application deadline	Friday 8 <sup>th</sup> March 2024 at 5:00pm
Successful Stage 1 Applicants Notified	On or before 12 <sup>th</sup> April 2024
Stage 2 Application deadline	Monday 13 <sup>th</sup> May 2024 at 5:00pm
Possible Interviews	w/c 24 <sup>th</sup> June 2024
Award Decision	On or before 5 <sup>th</sup> July 2024
Project Start Date	All projects must be ready to start on or before 19 <sup>th</sup> August 2024, with agreed match funding and a project plan.

## 5 Definitions

The following terms shall have the meaning as described in the Definitions shown below:

Term	Definition
Applicant	A UK-based supply chain company that makes an application to the OWGP for a Development Grant under the terms of this Scope and Guidance Document.
Assessor	An OWGP-appointed assessor that reviews the Development Grant applications to determine eligibility and alignment with OWGP KPIs. Assessors may be OWGP personnel or external.
Deliverables	The agreed set of specific outputs from the project.
Delivery Partner	A service provider who provides specialist knowledge/expertise to the Applicant during the project. These would be classed as “sub-contracting” costs for the project.
Eligible Costs	Costs that will be funded by OWGP, e.g. equipment, materials, sub-contracting, labour, travel & subsistence.
Funding Agreement	An agreement which will be signed between the successful applicant and the OWGP. Under this agreement, the Applicant will agree to implement the project described in the application. The OWGP will agree to make available the funds to the Applicant to deliver the project in arrears, upon evidence of deliverables and expenditure.
Lead Organisation	Where the application is made by a consortium of organisations, Lead Organisation is the organisation who is named as the Applicant. Lead Organisation is expected to be the counterparty to OWGP in any Funding Agreements, all other consortium partners being Delivery Partners to the Lead Organisation.
Match Funding	Company contribution to the project that can be in-kind and/or financial.
Project Budget	The <b>total budget for the project</b> including Eligible Costs and company contributions.

## 6 Eligibility

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The Applicant must meet the following criteria:

- Be a UK-registered company of any size
- Applicants cannot submit a funding application for a project that does not have a distinct scope that is unlikely to materialise without external funding support
- The Project scope cannot be described as “business as usual”
- Applicants must demonstrate clear alignment with at least one of the nine supply chain areas in the competition scope (identified in the [Supply Chain Capability Analysis Report](#))
- Show a clear intent to develop their business in offshore wind
- Have not received OWGP funding through a funding competition launched in the last 12 months, i.e., the May 2023 Development Grants.
- Have not received 3 or more OWGP funding awards previously (this excludes any Business Transformation Programmes).
- If resubmitting a proposal from a previous OWGP funding competition that was unsuccessful, this is the first and only resubmission.
- Show a clear intent to improve competitiveness and/or increase capability in offshore wind
- Demonstrate existing capability in offshore wind or have a firm plan for working in offshore wind
- Show a clear intent to grow the business in terms of turnover, UK jobs, UK exports and UK-based IP with justification and evidence provided.
- Provide monetary and/or in-kind contribution to the total project costs
- Make only one submission to this funding call per company
- Explain how this project would not take place without OWGP support and why this funding is additional to business-as-usual activity.

In addition to the Applicant, we encourage the inclusion of other organisations as part of the wider Project Team. These could be:

- Other UK-based business, academic institution, public sector organisation, charity or Research and Technology Organisation (RTO)
- Potential clients for the Deliverables

**If an applicant does not make a substantial effort to exploit the award in line with the Funding Agreement, OWGP reserves the right to terminate the Agreement.**

## 7 Scope

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The aim of this competition is to support UK supply chain companies to grow through increased competitiveness, increased capability and/or development of new technologies, products, and services. Companies are invited to submit applications for projects that demonstrate high growth potential and will enable increases in sales turnover (within UK and/or exports), intellectual property and jobs.

In 2023, the Offshore Wind Industry Council (OWIC) and OWGP published the [Supply Chain Capability Analysis report](#) (SCCA) which found that targeted intervention in the UK offshore wind supply chain has the potential to bring £92 billion of GVA into the economy. The scope areas of this Development Grant competition will reflect the nine key areas of high-value opportunity identified in

Cables	Supply, installation, protection, monitoring and repair of export and array cables.
Substations & Electrical Design	Design, supply, installation and O&M of the offshore substation (including foundations) and overall electrical system design.
Steel Fabrication	The manufacture of monopiles, jackets, towers, floating semi-submersibles and UK steel production.
Floating Wind	The floater design and fabrication, mooring spreads and anchoring, assembly and installation, dynamic cables and buoyancy (and the lower tiers to support all of this).
Development Services	Concept design, environmental impact assessment and survey activities.
Offshore Services	All tasks required offshore to construct, commission and operate and offshore wind farm.
Vessels	Manufacture, enhancement or upgrade of crew transfer vessels, service operation vessels, heavy lift vessels, remotely operated vessels, anchor handling vessels and autonomous vessels.
Blades & Rotor Assembly	Manufacture of blades, but also considers the design, repair and recycling of blades and blade material.
Wind Turbine Generator (WTG) Components	All electrical and ancillary items used within the WTG.



this report: Proposals should demonstrate clear alignment and growth potential in at least one of the above focus areas. Project activity can include the following:

- Investing in new equipment or facilities to increase manufacturing or service delivery capacity or capability.
- Developing and implementing new operational processes that will increase competitiveness in the UK and global markets
- Investing in new technologies, products and/or services to improve operational performance, reliability and/or efficiency. **Please note that any technology development should be near-to-market, ready for commercialisation. This includes floating technology.**
- Other activity that will grow the company and lead to increased jobs, turnover, exports and/or IP.

OWGP will monitor successful projects and track progress in line with forecast outputs and key performance indicators for the programme. Projects must be transformative, additional to business-as-usual activity and be able to deliver long-term impact.

Within your application, you should clearly demonstrate:

- The main motivation for the project, detailing the expected path to growth in offshore wind.
- How the project will generate growth in a high value UK supply chain area (in line with SCCA analysis).
- What improvements the project will deliver to the business to support growth.
- How the project fits with your current business plan, product range or service offerings.
- How it will make you more competitive.
- The Deliverables you expect from the project and how these will help you address the challenge(s) identified.
- The impact of the project on UK jobs, turnover, UK exports and UK-based IP.
- The expertise of the project team in relation to your approach to the project, highlighting any gaps.
- The structure and features of your target market(s).
- The main work packages of the project, milestones and deliverables as part of a project plan.
- Your approach to project management, identifying any major tools and mechanisms you will use to succeed.
- The main risks and uncertainties of the project and how you will mitigate these.

- If your project could go ahead in any form without OWGP funding and if so, the difference that OWGP funding would make, such as a faster route to market, target customers or reduced risk.

## 7.1 Project Type

We will fund projects that align with the scope areas and will enable growth for the UK offshore wind supply chain. This can be a combination of capital and operational expenditure.

## 7.2 Projects we will not fund

We are not funding projects:

- **That do not focus on company growth in offshore wind**
- That are not led by a UK company
- That do not align with this Scope and Guidance document
- That will not generate growth in one of the nine supply chain focus areas
- That do not have a distinct scope that is unlikely to materialise without OWGP funding
- Projects that would be considered “business as usual” activity
- From companies that cannot clearly demonstrate a business case or market opportunity
- From companies that cannot demonstrate Match Funding
- From companies that cannot demonstrate profitability
- From companies that have received OWGP funding from a funding competition dated within the last 12 months.
- From companies that have already received 3 or more previous OWGP funding awards
- That have already been resubmitted to OWGP following an initial unsuccessful application
- That are early-stage research and unable to demonstrate short-term impact on company growth (between now and 2030)
- That will not be ready to start by 19<sup>th</sup> August 2024

# 8 Application Process

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The Development Grant funding call has a two-stage application process.

## 8.1 Stage 1 Application

Applicants will have until **8<sup>th</sup> March 2024 at 17:00** to submit the Stage 1 Application Form to via **Microsoft Forms**. You can access the Application Form [here](#).

**PLEASE NOTE:** You will **NOT** be able to save and return to your application within the form. We strongly recommend that you draft responses to the questions below before copying into the form for submission.

The Stage 1 Application consists of **8 Sections with up to 58 questions** that will enable the OWGP to determine the company and project eligibility:

### Section 1: Contact Details & Company Information

1. Applicant Name
2. Applicant Position
3. Applicant Email Address
4. Applicant Contact Telephone Number
5. Company Name
6. UK Company Registration Number
7. Number of Employees

8. What size is your company? *We will base this definition on Full Time Equivalent (FTE) staff headcount*

- Micro (<10 FTE)
- Small (<50 FTE)
- Medium (<250 FTE)
- Large (>=250 FTE)

9. What is the ownership structure of the company?

10. Company Turnover

11. Company Postcode

12. Company Website

13. Which market sector / industry would you describe as your primary sector / industry? *Please select one option or provide a text response*

- Aerospace
- Agriculture
- Automotive
- Chemical Industries
- Construction
- Defence
- Education
- Financial / Professional Services
- Offshore Wind
- Oil & Gas
- Onshore Wind
- Other Renewables
- Nuclear
- Rail
- Shipping, Port
- Other

14. Which offshore wind sub-sector is your primary focus? *Please select one option or provide a text response*

- Development (e.g. engineering and environmental surveys)
- Engineering Services
- Manufacture/Fabrication (turbines and balance of plant)
- Installation and Commissioning
- Operations and Maintenance (including inspection)
- Decommissioning
- Other

15. Have you or other(s) in your organisation applied to OWGP programmes in the past?

- Yes - we made an application and we received support from OWGP
- Yes - we made an application and we were unsuccessful
- No - we have never made an application to OWGP for support

16. To which programmes have you previously applied? *Please list all applications made, even if these were unsuccessful*

17. Is this application a resubmission from a previous OWGP Funding Competition?

- Yes - we made an OWGP funding application for this project previously and it was unsuccessful
- No - we have never made a funding application to OWGP for this project

18. Do you have any current funding applications or are you in receipt of funding from other sources for any products and services that are related to the Project? (if yes, please explain)

- Yes
- No

19. Do you have any loan or funding agreements that may restrict your ability to receive OWGP funding or deliver the Project? (if yes, please explain)

- Yes
- No

20. Which of nine Supply Chain Focus Areas does your project align with?

- Cables
- Substations and Electrical Design
- Steel Fabrication
- Floating Wind
- Development Services
- Offshore Services
- Vessels
- Blades & Rotor Assembly
- Wind Turbine Generator (WTG) Components

21. Please briefly describe your project in no more than 100 words.

## **Section 2: Tell us about the background to your business and relevant experience**

Note: We are looking for applicants to demonstrate relevant experience or be well-suited to delivery in offshore wind.

22. What is the background to your business and what product/service/technology are you developing for delivery in offshore wind? (Max 400 words)

## **Section 3: Tell us about your ambition for growth in offshore wind**

Note: We are looking for applicants to demonstrate a clear intention to grow and develop in the offshore wind sector. The applicant should clearly describe the ambition for growth in the sector and strengths they have that will enable them to be successful

23. Describe your plans to grow your business in the sector and how this project will accelerate this ambition (Max 400 words) Please indicate the % of your business revenue attributed to offshore wind

## **Section 4: Tell us about the market opportunity/challenge(s) that your project addresses**

Note: An applicant must show a clear understanding of the offshore wind challenges they are trying to solve with use of the OWGP funding. The applicant must clearly demonstrate the motivation for the project in line with the market opportunity/challenge(s) identified. The applicant should consider how the market is developing and ensure that the project is a sustainable solution to underpin future growth

24. What is the offshore wind business need, market opportunity, and/or challenge that your project addresses? (Max 500 words)

## **Section 5: How does your project align with the high-value supply chain focus area(s) in this scope?**

Note: OWGP is targeting intervention in the high-value supply chain opportunity areas identified in the Supply Chain Capability Analysis and highlighted in the competition Scope & Guidance document. An applicant must demonstrate clear alignment with at least one of these focus areas such that it will maximise benefit to the UK offshore wind sector.

25. Explain how the project aligns with a high-value UK supply chain area and how it will unlock growth opportunities (Max 400 words)

## **Section 6: Tell us about your project and how it will unlock business growth in offshore wind**

Note: We are looking for the applicant to describe the project and justify with sound reasoning how the proposed solution is well-suited to the challenge/opportunity identified. The applicant should clearly describe how it will unlock business growth within the offshore wind sector. The applicant should clearly articulate what the project will do, the key milestones, and how it will be managed effectively to achieve the outcomes.

26. What will the project do and how will it address the business need/challenges identified? (Max 600 words) Please include how you will effectively manage the delivery of the project.

## Section 7: Financial Summary

Please provide a high-level breakdown of your anticipated project costs, amount of funding requested and company contribution. Please see the Scope & Guidance document for a description of eligible project costs. **Please ensure these costs are accurate and correct before submitting.**

Please note OWGP will provide up to 50% of the eligible project costs (up to £500,000)

27. Total Project Costs (£)
28. Company Contribution (at least 50%) (£)
29. Total Funding Requested (£)
30. Project Cost Breakdown: Labour Costs (£)
31. Project Cost Breakdown: Overheads (should not exceed 20% of Labour costs) (£)
32. Project Cost Breakdown: Materials (£)
33. Project Cost Breakdown: Subcontracting (£)
34. Project Cost Breakdown: Travel & Subsistence (£)
35. Project Cost Breakdown: Other (£)
36. Please use this section to provide additional narrative for the above breakdown e.g., explanation of subcontractors, split of capex/opex, any other cost descriptions.
37. Please explain why this proposal offers good value for money (*Max 400 words*)
38. Please explain why OWGP funding is needed? i.e. will the project not take place without OWGP intervention? (*Max 200 words*)
39. Please indicate if you are offering to repay the funding in future years should your project successfully secure OWGP support. (*Max 200 words*)

## Section 8: What are the expected project outputs in terms of business growth?

OWGP's activities are measured against impact made to UK companies in terms of Jobs, Turnover, Exports and IP in the Offshore Wind Sector.

Please provide a baseline figure against each measurable area in relation to your activities today **in the Offshore Wind Sector ONLY**

Then provide forecasts for each measurable area at:

- 1 year after support
- 3 years after support
- 2030

If you are new to the offshore wind sector and do not have current baseline figures for jobs, turnover, exports or IP, zero values can be accepted.

The applicant should also include any additional benefits or impacts expected as a result of this project and OWGP's support

### **Jobs**

40. Baseline – Jobs in the Offshore Wind Sector *Please provide a numerical value as a Full Time Equivalent (FTE)*
41. Forecast - 1 year after support - Jobs in the Offshore Wind Sector *Please provide a numerical value as a Full Time Equivalent (FTE)*
42. Forecast - 3 years after support - Jobs in the Offshore Wind Sector *Please provide a numerical*

value as a Full Time Equivalent (FTE)

43. Forecast - at 2030 - Jobs in the Offshore Wind Sector *Please provide a numerical value as a Full Time Equivalent (FTE)*

### **Company Turnover**

44. Baseline - Turnover attributable to the Offshore Wind Sector  
*Please provide a numerical value in £*
45. Forecast - 1 year after support - Turnover attributable to the Offshore Wind Sector \*  
*Please provide a numerical value in £*
46. Forecast - 3 years after support - Turnover attributable to the Offshore Wind Sector \*  
*Please provide a numerical value in £*
47. Forecast - at 2030 - Turnover attributable to the Offshore Wind Sector \*  
*Please provide a numerical value in £*

### **Exports**

48. Baseline - Exports attributable to the Offshore Wind Sector  
*Please provide a numerical value in £*
49. Forecast - 1 year after support - Exports attributable to the Offshore Wind Sector  
*Please provide a numerical value in £*
50. Forecast - 3 years after support - Exports attributable to the Offshore Wind Sector  
*Please provide a numerical value in £*
51. Forecast - at 2030 - Exports attributable to the Offshore Wind Sector  
*Please provide a numerical value in £*

### **IP**

52. Baseline - IP attributable to the Offshore Wind Sector  
*IP refers to the creation of a new marketable product or service to the Offshore Wind Sector. Your response should be in relation to the number of new products of services you bring to the sector.*
53. Forecast - 1 year after support - IP attributable to the Offshore Wind Sector  
*IP refers to the creation of a new marketable product or service to the Offshore Wind Sector. Your response should be in relation to the number of new products of services you bring to the sector.*
54. Forecast - 3 years after support - IP attributable to the Offshore Wind Sector  
*IP refers to the creation of a new marketable product or service to the Offshore Wind Sector. Your response should be in relation to the number of new products of services you bring to the sector.*
55. Forecast - at 2030 - IP attributable to the Offshore Wind Sector  
*IP refers to the creation of a new marketable product or service to the Offshore Wind Sector. Your response should be in relation to the number of new products of services you bring to the sector.*
56. Please use this section to provide additional narrative for the forecast values provided

above and highlight additional impact(s) expected from your project (Max 300 words)

**- End of Stage 1 Application Form -**

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The OWGP will review all 1<sup>st</sup> Stage Applications and notify all applicants by **12<sup>th</sup> April 2024** of the decision and if they have been invited to submit a full business plan. At this time, successful Stage 1 Applicants will receive a Stage 2 Application form to complete and submit by the call deadline **13<sup>th</sup> May 2024**. Please note only successful Stage 1 Applicants can continue with the funding application process.

## 8.2 Stage 2 Application

The Stage 2 Application will ask selected companies to develop and submit a project plan (work packages, deliverables and milestones) along with a business plan showing the forecast growth of the project. This will cover forecast market share, revenues, profitability, employment and exports. The project plan and business plan plus any supporting material must be submitted to [info@owgp.org.uk](mailto:info@owgp.org.uk) no later than 5pm on **13<sup>th</sup> May 2024**.

## 9 Evaluation

Stage 1 Applications will be reviewed by the Assessors to ensure the project is within scope and meets eligibility criteria.

Stage 1 Applications will be scored against the following criteria:

Criteria	Weighting	Guidance
Company background and relevance to this call	5%	An Applicant must have relevant experience or be well suited to delivery in the offshore wind sector
Ambition for growth in offshore wind	10%	An Applicant must demonstrate clear ambition for growth in the sector and articulate the strengths they have that will enable them to be successful.
Clear challenge/market opportunity	15%	An Applicant must show a clear understanding of the market opportunity/challenge it is aiming to address with use of the OWGP funding
Alignment with high-value supply chain categories	10%	An applicant must demonstrate clear alignment with at least one of the nine focus areas such that it will maximise benefit to the UK offshore wind sector.
Project suitability and approach to delivery	20%	The proposed project must be clearly defined, address the challenges identified and ensure effective delivery of outputs



Value for Money and Additionality	20%	An applicant must clearly outline the project costs and explain why the proposed Project is the most cost-effective method of solving the identified opportunity/challenge. The Applicant must explain why the project would not materialise or be less effective without OWGP funding.
Impact and Growth Potential	20%	An Applicant must indicate what the impact will be on company growth KPIs: Jobs, turnover, IP, exports, and identify additional benefits/impacts.

OWGP reserves the right to interview Applicants during Stage 1 and Stage 2.

## 10 Dates

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The following table provides a list of key dates for this Call:

Event	Date
Call Opens	Thursday 25 <sup>th</sup> January 2024
Online Briefing Webinar	2 <sup>nd</sup> February 2024 from 2:00pm – 3:00pm. Click <a href="#">here</a> to register
Stage 1 Application deadline	Friday 8 <sup>th</sup> March 2024 at 5pm
Successful Stage 1 Applicants notified	On or before 12 <sup>th</sup> April 2024
Stage 2 Application deadline	Monday 13 <sup>th</sup> May 2024 at 5pm
Possible Interviews	w/c 24 <sup>th</sup> June 2024
Award Decision	On or before 5 <sup>th</sup> July 2024
Project Start Date	All projects must be ready to start on or before 19 <sup>th</sup> August 2024, with agreed match funding and a project plan.

## 11 Submission Guidance

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The Stage 1 Application Form [can be accessed by clicking this link](#) or from the OWGP website. Applicants will be able to complete and submit this form until the stated Stage 1 Application deadline. A confirmation email will inform the sender that the submission has been received and you will receive a copy of your submission.

**PLEASE NOTE:** You will **NOT** be able to save and return to your application responses within the form. We strongly recommend that you draft responses to the questions outlined in Section 8.1 before copying into the form for submission.

The Stage 2 Application material will be emailed to all applicants that are successful in the Stage 1 Application. Applicants will be able to submit their project plan and business plan, along with any attachments until the stated competition closing date and time. The submission documents should be sent to [info@owgp.org.uk](mailto:info@owgp.org.uk). A confirmation email will inform the sender that the submission has been received.

### 11.1 Application forms

The Stage 1 Application is a Microsoft Form. It is recommended that draft responses are prepared prior to entering into the Microsoft Form since responses cannot be saved and returned to. Applicants should answer all questions and be aware that applications are assessed based only on what is provided by the Applicant. Where applicable, numerical or quantitative answers will be looked on favourably. Templates for the Stage 2 Project Plan and Business Plans will be provided to applicants that are successful in Stage 1.

[Click Here](#) to access the Stage 1 Application Form.

## 12 Delivery

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### 12.1 Applicant Responsibilities

Successful applicants will be required to:

- Provide an internal champion or Project Manager to own the relationship with the OWGP and manage the agreed Programme of Activity devised by the Applicant.
- Use the OWGP Project Management Plan template provided to manage and report on their project progress.
- Commit internal resource to deliver the project, as agreed by the Applicant and the OWGP.
- Take responsibility for the management and delivery of their project, ensuring that evidence of deliverables is provided to the OWGP in advance of funding payments.
- Manage any sub-contracting agreement with project partners (if applicable). OWGP will contract directly with the Applicant.
- Report to OWGP for a minimum of five years on all outputs and specifically on increases in turnover, jobs, exports and IP. This includes major business milestones following engagement with OWGP.
- Provide feedback to the OWGP Programme Team on this funding call.
- Cooperate with OWGP on publicity regarding the Project.

## 12.2 Funding

Funding will be allocated to successful applicants in accordance with the terms and conditions of the Funding Agreement. Payments will be made to the Lead Organisation subject to successful completion of Deliverables and evidence of expenditure at agreed milestone dates. Funding will be paid on all Eligible Costs **net of VAT**.

## 13 Confidential Information and Intellectual Property

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OWGP will use the information you provide in your Application solely for the purpose of this call.

Any Intellectual Property (IP) included in your Application will remain property of the provider.

For IP developed during the Project, please refer to the Funding Agreement terms and conditions.



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