



National Marine Sanctuary Foundation Request for Proposals: Translation Services

Summary of Solicitation

The National Marine Sanctuary Foundation (the Foundation) in partnership with National Oceanic and Atmospheric Administration's (NOAA)'s Office of National Marine Sanctuaries (ONMS) Communication and Engagement Division (CED) is seeking translators to provide translation services for select outreach and communications materials and online web pages. The Foundation and ONMS seek to provide greater language access, a more inclusive experience, and engage a wider audience by welcoming non-English speaking audiences. Businesses and freelance translators will be considered.

Background of Organization

National Marine Sanctuary Foundation Background

Founded in 2000 by America's most influential ocean conservation leaders, the National Marine Sanctuary Foundation works with communities and NOAA's Office of National Marine Sanctuaries to conserve and expand these special places for a healthy ocean, coasts, and Great Lakes. The Foundation is a leading voice for U.S. protected waters, and our work extends from the ocean floor to Capitol Hill. We inspire, creating energetic ambassadors for ocean conservation. We connect, working in close partnership with NOAA and the many communities who depend on and care for the sanctuaries. And we educate, showing the world how the sanctuaries can serve as a model for protecting marine ecosystems around the world.

NOAA's Office of National Marine Sanctuaries Background

Managed by NOAA, the [National Marine Sanctuary System](#) includes 15 national marine sanctuaries and two marine national monuments, and encompasses more than 620,000 square miles of marine and Great Lakes waters from Washington State to the Florida Keys, and from Lake Huron to American Samoa. Since 1972, the Office of National Marine Sanctuaries (ONMS) has worked cooperatively with the public and federal, state, and local officials to promote conservation while allowing compatible commercial and recreational activities. National marine sanctuaries are sources of inspiration, recreation, rejuvenation, and discovery and they enhance our understanding of our cultural connections to the ocean and Great Lakes. Increasing public awareness of our marine heritage, scientific research, monitoring, exploration, and outreach and educational programs are just a few of the ways ONMS fulfills its mission to the American people.

Proposed Scope of Work



Vendors will be relied upon for high quality and accurate translation of documents, including technical and scientific materials that involve content from ocean and coastal sciences, and websites into multiple languages, including Spanish and other languages, such as Hawaiian, Samoan as needs arise. Spanish translators should be knowledgeable about dialects used in various regions of the country. Individual projects will be distributed as they become available throughout the year.

The service period is July 15, 2022 – June 30, 2023. Jobs are assigned to selected vendors as they become available.

Billing is on a per-project basis with the vendor invoicing the Foundation upon completion of project deliverables.

Deliverables required will be a Microsoft Word document of the translated text.

Proposal Guidelines and Instructions

Proposals should include:

- Experience translating documents including technical and scientific content
- Experience translating websites
- Supported languages, including various dialects of Spanish
- Fee breakdown
- Timeline for completing projects
- Work examples

Applications will be accepted between June 16 and July 22, 2022 . Notification of selected vendors will begin in late July, 2022. Proposals and inquiries should be submitted to rfp@marinesanctuary.org.