



**STATE OF MAINE REQUEST FOR PROPOSALS  
RFP AMENDMENT # 1**

<b>RFP NUMBER AND TITLE:</b>	RFP #201906105 STOP Violence Against Women Formula Grant
<b>RFP ISSUED BY:</b>	Maine Department of Public Safety
<b>AMENDMENT DATE:</b>	July 26, 2019
<b>PROPOSAL DUE DATE:</b>	August 15, 2019
<b>PROPOSALS DUE TO:</b>	<a href="mailto:Proposals@maine.gov">Proposals@maine.gov</a>

**DESCRIPTION OF CHANGES IN RFP (if any):**

1. Part I, D. The Anticipated FY19 Amount in the Allocation of Funds table was incorrect. Replacing with correct table.
2. Part V.B.3. Changing the entire paragraph to reflect the lowest bid will not receive 30 points.

**REVISED LANGUAGE IN RFP (if any):**

**Part I, D.**

<b>Allocation Category</b>	<b>Residual Balance Amount</b>	<b>Anticipated FY19 Amount</b>
<b>Victim Services<sup>[1]</sup></b>	\$40,545	\$293,175
<b>Law Enforcement</b>	\$222,776	\$244,313
<b>Prosecution</b>	\$373,765	\$244,313
<b>Courts</b>	\$29,741	48,863
<b>Discretionary<sup>[2]</sup></b>	\$1,323	\$146,588
<b>TOTAL</b>	<b>\$668,150</b>	<b>\$977,252</b>

**Part V.B.3. Scoring the Cost Proposal:** The total cost proposed for conducting all functions specified in this RFP will be assigned 30 points by using a consensus approach. All eligible applications will be rated, and rank ordered according to rating score in each STOP allocation category. Applications will be funded in descending order, highest to lowest score, subject to funding availability.

**All other provisions and clauses of the RFP remain unchanged.**

<sup>[1]</sup> 10% of victim’s services funds are set-aside for culturally specific community-based organizations as defined on p. 4.

<sup>[2]</sup> Discretionary funding is not a category you can apply for, but will be awarded by the reviewers.



**STATE OF MAINE REQUEST FOR PROPOSALS  
RFP AMENDMENT # 2**

<b>RFP NUMBER AND TITLE:</b>	RFP #201906105 STOP Violence Against Women Formula Grant
<b>RFP ISSUED BY:</b>	Maine Department of Public Safety
<b>AMENDMENT DATE:</b>	July 30, 2019
<b>PROPOSAL DUE DATE:</b>	August 15, 2019
<b>PROPOSALS DUE TO:</b>	<a href="mailto:Proposals@maine.gov">Proposals@maine.gov</a>

**DESCRIPTION OF CHANGES IN RFP (if any):**

**Part IV - PROPOSAL SUBMISSION REQUIREMENTS, Section B - Proposal Contents, Sub-section III – Cost Proposal, Sub-Section 2 – Cost Proposal Form Instructions Sub-section c** is amended to correct “Match Requirement”.

**REVISED LANGUAGE IN RFP (if any):**

c. There is a 33 percent match requirement imposed on grant funds under this program. Awards made under this grant program may support up to 67 percent of the total cost of each project. The applicant must specifically identify the source of the 33% non-federal portion of the budget and how match funds will be used. Applicants may satisfy this match requirement with either cash or in-kind services.

The formula to calculate matching funds is:  
 $(\text{Federal Funds requested} \times 0.33) \div 0.67 = \text{match}$

Example:

<b>Federal funds =</b>	<b>\$100,000 (67%)</b>
<b>Matching funds =</b>	<b>\$33,333.33 (33%)</b>
<b>Total program costs =</b>	<b>\$133,333.33 (100%)</b>

**All other provisions and clauses of the RFP remain unchanged.**



**STATE OF MAINE REQUEST FOR PROPOSALS  
RFP AMENDMENT # 3**

<b>RFP NUMBER AND TITLE:</b>	RFP # 201906105 STOP Violence Against Women Formula Grant
<b>RFP ISSUED BY:</b>	Maine Department of Public Safety
<b>AMENDMENT DATE:</b>	August 1, 2019
<b>PROPOSAL DUE DATE:</b>	August 15, 2019
<b>PROPOSALS DUE TO:</b>	<a href="mailto:Proposals@maine.gov">Proposals@maine.gov</a>

**DESCRIPTION OF CHANGES IN RFP (if any):**

**Part IV - PROPOSAL SUBMISSION REQUIREMENTS, Section B - Proposal Contents, Sub-section III – Cost Proposal, Sub-Section 2 – Cost Proposal Form Instructions Sub-section c** is amended to correct “Example”.

**REVISED LANGUAGE IN RFP (if any):**

The formula to calculate matching funds is:  
 $(\text{Federal Funds requested} \div 0.67) \times .33 = \text{match}$

Example:

<b>Federal funds =</b>	<b>\$100,000 (67%)</b>
<b>Matching funds =</b>	<b>\$49,253.73 (33%)</b>
<b>Total program costs =</b>	<b>\$149,253.73 (100%)</b>

**All other provisions and clauses of the RFP remain unchanged.**



**STATE OF MAINE REQUEST FOR PROPOSALS**  
**RFP Amendment #4**  
**and**  
**SUBMITTED QUESTIONS & ANSWERS SUMMARY**

<b>RFP NUMBER AND TITLE:</b>	RFP # 201906105 - STOP Violence Against Women Formula Grant
<b>RFP ISSUED BY:</b>	Maine Department of Public Safety
<b>SUBMITTED QUESTIONS DUE DATE:</b>	August 8, 2019
<b>QUESTION &amp; ANSWER SUMMARY ISSUED:</b>	August 12, 2019
<b>PROPOSAL DUE DATE:</b>	August 20, 2019 ( <i>amended</i> )
<b>PROPOSALS DUE TO:</b>	<a href="mailto:Proposals@maine.gov">Proposals@maine.gov</a>
<b>DESCRIPTION OF CHANGES IN RFP (if any):</b>  Amending Proposal Submission Deadline	
<b>REVISED LANGUAGE IN RFP (if any):</b>  Proposals must be received by the Division of Procurement Services by: Submission Deadline: <u>Tuesday, August 20, 2019, no later than 11:59 p.m., local time.</u>	
<b>All other provisions and clauses of the RFP remain unchanged.</b>	

Provided below are submitted written questions received and the Department's answers

Question #	Question	Answer
1	Under Sec III 1 a) states: "Please use the expected Initial Period of Performance dates state in PART I,D." When referencing PART I , D, there does not appear to have initial period of performance dates listed. Is this explained in another section?	Reference to Part I.D. is in error. It should have read: Part I.E. The initial period of performance is 12 months.
2	Under Sec II the formatting between the Services to be Provided and Work Plan look a little different than displayed in the 2018 RFP. Previously the subsections such as executive summary and project description were listed under Services to be Provided and this year they are listed under Work Plan. Is it possible to receive clarification around if this change is accurate?	Executive Summary and Project Description should both be submitted with the Implementation Plan
3	Non-Profit Organizations are required to submit written documentation showing that we are a public or private non-profit organization with our proposal. The instructions do not tell us which file to include the documentation. Would you please provide instructions for where to include the documentation?	Written documentation showing a non-profit organization should be provided under Part IV.B.Section I, Overview of the Organization.

4	<p>Item 4 on page 17 is regarding Litigation. The Maine Office of the Attorney anticipates submitting a STOP Program proposal and seeks clarification about whether to include a list of litigation in response to this section, and if so, what litigation to include on that list. As the Chief Legal Officer for the state, the Attorney General is often a defendant or intervenor in lawsuits or official capacity lawsuits where the constitutionality of a Maine law or constitutional provision is called into question or in a declaratory judgment action related to the legal rights or obligations of the State of Maine. Please clarify whether the Attorney General should include these types of lawsuits in response to this section.</p>	<p>The intent of this question is to ask the agency – or, as applicable, the subunit thereof – that (A) has applied to be a subrecipient of grant funds, and (B) will be <u>exclusively</u> receiving and administering those funds, to provide the information sought through the question. The response to the question will help determine any potential risk associated with each subrecipient.</p>
5	<p>Item 1(d) on page 20 and the text just after 3(c) on page 21 both indicate that the budget narrative will not count against the narrative page limit. However, the narrative page limit itself is not clear in the RFP. Please advise what the narrative page limit is for a STOP Program funding proposal.</p>	<p>The Budget Narrative is not limited to the space provided. If additional space is required, indicate that this information is attached as an attachment.</p>