



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below. All responses (except signatures) must be typed; no hand-written forms will be accepted. See the guidance document posted with this form on the Division of Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW
Table with 4 columns and 10 rows containing contract details such as Department Office/Division/Program, Amount, Start/End Dates, and Vendor information.

PART II: JUSTIFICATION FOR VENDOR SELECTION
Table with 4 columns for justification options A through L, including checkboxes for Competitive Process, Amendment, Single Source/Unique Vendor, etc.

Please respond to ALL of the questions in the following sections.

PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

The purpose of this Agreement is to provide Victims, who are a part of immigrant, refugee and asylum seeker communities, culturally and linguistically sensitive services that promote a safe, healthy and equitable future. This agreement meets the Departments' Office of Child and Family Services' Strategic Goals #1 and #2 to improve stability, health and wellbeing, establish quality permanent connections of individuals and families, and to improve the safety of youth, families and communities. The Provider shall promote empowerment and a multi-cultural environment for Victims who are primary refugees, secondary immigrants, and/or asylum seekers by serving as cultural brokers and assisting Victims by reducing barriers and enhancing skills.

The purpose of this Amendment is to restore Part II Budget funding.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

The United Somali Women of Maine has staff with specific cultural and linguistic abilities to deliver specialized Victim Services to the Target Population. United Somali Women of Maine is a nonprofit organization, eligible for VOCA, SASP and FVPSA grant funding, to provide Victim Services. The purpose of this agreement is to continue services to enhance culturally and linguistically specific services for Victims within the immigrant, refugee and asylum seeker populations residing in Maine.

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The costs for these services are comparable to costs allocated to providers of similar services within the State and New England.

4. Describe the plan for future competition for the goods or services.

The Department recently completed a statewide victim needs assessment and the outcome, together with additional supplemental information, will inform the future strategic funding plan for violence prevention services.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

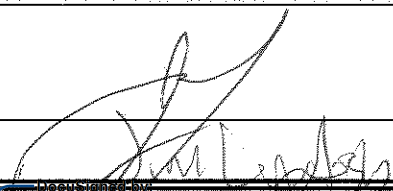

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	1-Feb-24
Signature of DAFS Procurement Official:	<small>Designated by</small>  <small>41C2BA30FAF44CD...</small>		
Typed Name:	Kathy Paquette	Date:	4/19/2024