



**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				
Department Office/Division/Program:		Maine Department of Health and Human Services, Office for Family Independence, Mental health Outreach for Mothers (MOMS)		
Department Contract Administrator or Grant Coordinator:		Shawn Belanger		
(If applicable) Department Reference #:		OFI-23-699		
Amount: (Contract/Amendment/Grant)	\$ 240,604.00	Advantage CT / RQS #:	CT 10A 2023022800000002188	
CONTRACT	Proposed Start Date:	4/1/2023	Proposed End Date:	3/31/2025
AMENDMENT	Original Start Date:		Effective Date:	
	Previous End Date:		New End Date:	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Bangor Housing Authority Bangor, ME		
Brief Description of Goods/Services/Grant:		Group mental health support classes for mothers living in subsidized housing community		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input type="checkbox"/>	J. Willing and Qualified
<input type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization

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 a pilot program that will provide group mental health courses, for up to 18 months, to mothers and families within Bangor Housing Authority's Capehart community. living in Capehart community. These courses will supplement existing programs already providing services to families at Capehart, including the Family Self-Sufficiency (FSS) program. FSS is a program funded by the U.S. Department of Housing and Urban Development that helps families in subsidized housing work towards stability and independence from public assistance programs through savings, employment, and homeownership.

Since the beginning of the Covid-19 pandemic, mental health was identified as a significant barrier for many low-income mothers as they worked towards family independence. Some mothers who were newly employed were unable to maintain employment through the pandemic, partly for reasons of family mental health issues stemming from stress, anxiety, and isolation.

The proposed MOMS pilot is a three-party partnership between Yale University's Elevate Policy Lab, the Department, and Bangor Housing Authority, which plans to directly address the mental health needs of low-income mothers as they work towards family independence.

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

The initial program proposal for the MOMS pilot was coordinated, developed, and presented to the Department by the John T. Gorman Foundation, who is providing the majority of the funding for the pilot, in response to an identified need within Bangor Housing Authority's Capehart community. The John T. Gorman Foundation has provided \$250,000 to Yale University to fund training, implementation, and evaluation of the MOMS pilot within Bangor Housing Authority. This three-party contract between Maine DHHS, Bangor Housing Authority, and Yale University will provide additional funds to Bangor Housing Authority for program staffing.

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

The initial funding structure was proposed by the John T. Gorman Foundation, who is providing the majority of funding for the MOMS pilot. The portion of program funding provided through the contract between the Department and Bangor Housing Authority will support 2.5 FTEs of program staff for 1.5 years of the contract. 1.1 FTEs that will be funded are for credentialed clinicians to provide and oversee the mental health services.

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

The final 6 months of the contract will involve an evaluation of program services, data, and outcomes to determine the effectiveness of the program. The pilot evaluation, which is being funded by the John T. Gorman Foundation and conducted by Yale University, will be provided to and evaluated by the Department. The goal of the pilot is to determine the effectiveness of these mental health resources in helping mothers achieve family independence. is the Department does not plan to fund a program beyond the initial pilot.

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

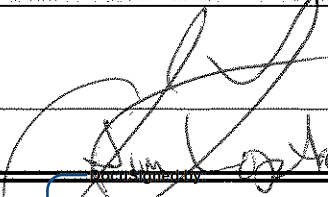

Does this request utilize ARPA/MJRP funds?

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:	Jim Kosby	Date:	1 - May - 23
Signature of DAFS Procurement Official:			
Typed Name:	Kathy Paquette	Date:	5/26/2023