



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 5 columns and 10 rows containing procurement details: Department Office/Division/Program (DHHS/OCFS), Department Contract Administrator or Grant Coordinator (Jennifer Levesque), Department Reference # (OVP-24-3002), Amount (\$80,530.00), Advantage CT / RQS # (CT 10A 20230824000000000535), CONTRACT (Proposed Start Date: 10/01/2023, Proposed End Date: 09/30/2024), AMENDMENT (Original Start Date, Previous End Date, Effective Date, New End Date), GRANT (Project Start Date, Project End Date, Grant Start Date, Grant End Date), Vendor/Provider/Grantee Name, City, State (Elder Abuse Institute of Maine, Brunswick, Maine), Brief Description of Goods/Services/Grant (Transitional housing and comprehensive Support Services for victims of elder abuse over the age of 60 from across the State of Maine).

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

Table with 4 columns and 8 rows for justification options: A. Competitive Process, B. Amendment, C. Single Source/Unique Vendor (checked), D. Proprietary/Copyright/Patents, E. Emergency, F. University Cooperative Project, G. Grant, H. State Statute/Agency Directed, I. Federal Agency Directed, J. Willing and Qualified, K. Client Choice, 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.

Elder Abuse Institute of Maine (EAIME) provides comprehensive supportive services for Maine's elder Victims of domestic violence offenses, who reside at Martha's Cottage. Martha's Cottage is the only safe and dignified emergency housing option in Maine available to elder victims of domestic violence offenses. The funding provided through this Agreement supports the staff needed to provide comprehensive support services to elder victims.

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

Elder abuse is a significant and growing identified crime in the State. With the aging demographic in Maine being the largest segment of the State's population, the crimes against the elderly are increasing proportionally. Mainstream services are not tailored to meet the specific needs of an elder population and are not equipped to manage their specialized needs.

The Transitional Housing and Supportive Services Program of the Elder Abuse Institute of Maine (EAIME) provides transitional housing and comprehensive supportive services for the underserved victims of elder abuse over the age of 60 from across the state of Maine. The Program provides secure housing and personal advocacy at a dedicated safe home in various locations in the State called Martha's Cottage. This program provides accessible transitional housing services and support to enable elder victims of abuse to move from an environment in which abuse occurs to long-term permanent safety.

EAIME's Program provides staffing to assist the Elder Victims that seek help; assists Victims whose abusers do not fall within the federal guidelines of the current program, namely victims whose abuser is a family member and/or caregiver - children, nieces/nephews, grandchildren, and individuals not considered intimate partners; supports crime Victims whose abuse is not considered domestic violence, sexual assault or stalking; and finally, serves Victims whose needs are too great for their current housing situation.

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

The agreement costs are in alignment with other domestic violence and sexual assault advocate positions in Maine and adds costs to provide housing and support services at "Martha's Cottage" specifically for elder victims of domestic violence.

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

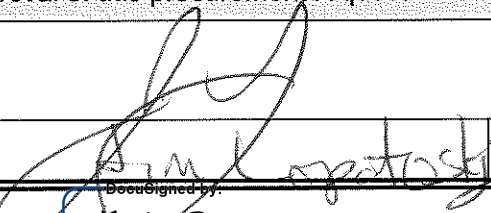

The Department recently completed a statewide victim needs assessment and the outcome, together with additional supplemental information, will inform the future strategic funding plan for violence prevention services.

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:	6-Sep-23
Signature of DAFS Procurement Official:			
Typed Name:	41C2BA36FAF44CD... Kathy Paquette	Date:	10/16/2023