



### PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Office of State 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:		DHHS/OCFS	
Department Contract Administrator or Grant Coordinator:		Jennifer Levesque / Lyndsay Frank	
(If applicable) Department Reference #:		OVP-25-3002	
Amount: (Contract/Amendment/Grant)	\$80,530.00	Advantage CT / RQS #:	CT-10A-20240827000OVP253002
<b>CONTRACT</b>	Proposed Start Date:	10/1/2024	Proposed End Date: 9/30/2025
<b>AMENDMENT</b>	Original Start Date:		Effective Date:
	Previous End Date:		New End Date:
<b>GRANT</b>	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Elder Abuse Institute of Maine (EAIME) 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			
Check the box below for 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.

<b>PART III: SUPPLEMENTAL INFORMATION</b>	
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 emergency housing option in Maine available exclusively 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, 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.
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.
	In the coming year, the Department will pull together a group of stakeholders to review recommendations from the statewide victim needs assessment and help inform the future strategic funding plan for violence prevention services.

<b>PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS &amp; RECOVERY PLAN (MJRP)</b>	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).	
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

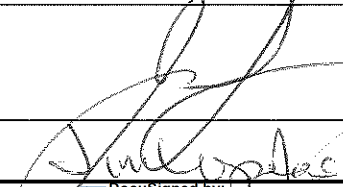
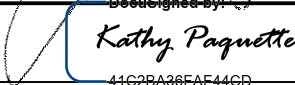
**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.

The requesting department signatory understands and acknowledges Maine's Conflict of Interest statutes.

**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	23-Oct-24
Signature of DAFS Procurement Official:	 <small>DocuSigned by:</small> Kathy Paquette		
Typed Name:	Kathy Paquette	Date:	11/27/2024