

State of Maine
Master Score Sheet

| RFP# 202401020 | | | | | |
|--|-------------------|--------------------|---------------------------|--|--|
| STOP Violence Against Women Grant | | | | | |
| Bidder Name: | | Her Safety Net | Maine Transgender Network | | |
| Proposed Cost: | | Requested \$31,498 | Requested \$30,578.55 | | |
| Scoring Sections | Points Available | | | | |
| Section I: Preliminary Information | Pass/Fail | Pass | Pass | | |
| Section II: Organization Qualifications and Experience | 30 | 30 | 30 | | |
| Section III: Proposed Services | 40 | 38 | 40 | | |
| Section IV: Cost Proposal | 30 | 30 | 30 | | |
| TOTAL | <u>100</u> | <u>98</u> | <u>100</u> | | |

Award Justification Statement
STOP Violence Against Women Formula Grant
RFA #202401020

I. Summary

The Maine Department of Public Safety was seeking proposals from eligible applicants for grant projects under the STOP (Services • Training • Officers • Prosecutors) Violence Against Women Formula Grant Program (STOP Program) to support Maine communities in their efforts to develop and strengthen effective law enforcement and prosecution strategies to respond to violent crimes against women and to develop and strengthen victim services in cases involving violent crimes against women. Violence against women crimes include sexual assault, domestic violence, dating violence and stalking. Eligible applicants were state and units of local law enforcement; Indian tribal law enforcement; public or private nonprofit organizations; victim services programs; community-based organizations; and, faith-based organizations in Maine.

II. Evaluation Process

The Justice Assistance Council (JAC) developed Committees to review and evaluate STOP Formula Grant proposals in two categories. These two categories are: Law Enforcement and Victim Services. In this RFA, no applications were received in the Law Enforcement category. Committee includes members that have subject matter expertise regarding the applications that they evaluate.

After the committees met, the proposal's consensus score and the committee recommendations were presented to the JAC who discussed the merits of each proposal then voted to approve or disapprove each of the Committees recommendations.

III. Qualifications & Experience

- Long standing program
- Good support letters
- Collaboration agreements

IV. Proposed Services

- Services were in accordance with OVW STOP grant requirements
- Measurable achievable goals
- Innovative approach
- Provided strong problem identification and how their proposal could make a positive difference

V. Cost Proposal

- Expenses align with project proposed
- Budget easy to understand
- Budget narrative providing substantial detail to support costs

Award Justification Statement
STOP Violence Against Women Formula Grant
RFA #202401020

VI. Conclusion

Throughout the evaluation process, all proposals were scored regarding to their ability to meet the requirements of the RFA. Those proposals that provided the best explanation of their qualifications and experience; provided data supported problem with achievable countermeasure actions; for a realistic cost, received the highest scores.

Victim Service Applications – we received two proposals, and all applications met the qualifications/experience, proposed services and budget requirements. STOP Grant Funds will be awarded to both applicants.



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**



**Janet Mills
Governor**

**Michael J. Sauschuck
Commissioner**

March 25, 2024

Her Safety Net
Attn: Ms. Amina Hassan
11 Westminster Street
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award,
RFA# 202401020 STOP Violence Against Women Formula Grant

Dear Ms. Hassan,

This letter is regarding the subject Application Request, issued by the State of Maine Department of Public Safety for the STOP Violence Against Women Formula Grant. The Department and the Justice Assistance Council have evaluated the proposals and are hereby announcing their conditional contract awards to the following bidders:

- Maine Transgender Network
- Her Safety Net

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time before the execution of a written contract.

As stated in the RFA, following the announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Lisa Bosse

Lisa Bosse
Contract Grant Manager
Maine Department of Public Safety
104 State House Station

45 Commerce Drive, Suite One
Augusta, ME 04333-0104
Lisa.Bosse@maine.gov

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**



**Janet Mills
Governor**

**Michael J. Sauschuck
Commissioner**

March 25, 2024

Maine Transgender Network, INC
Attn: Bre Danvers-Kidman
15 Casco Street
Portland, ME 04101

SUBJECT: Notice of Conditional Contract Award,
RFA# 202401020 STOP Violence Against Women Formula Grant

Dear Ms. Danvers-Kidman,

This letter is regarding the subject Application Request, issued by the State of Maine Department of Public Safety for the STOP Violence Against Women Formula Grant. The Department and the Justice Assistance Council have evaluated the proposals and are hereby announcing their conditional contract awards to the following bidders:

- Maine Transgender Network
- Her Safety Net

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time before the execution of a written contract.

As stated in the RFA, following the announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Lisa Bosse

Lisa Bosse
Contract Grant Manager
Maine Department of Public Safety
104 State House Station

45 Commerce Drive, Suite One
Augusta, ME 04333-0104
Lisa.Bosse@maine.gov

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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401020
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Her Safety Net
DATE: March 6, 2024

SUMMARY PAGE

Department Name: Department of Public Safety
Name of RFP Coordinator: Lisa Bosse
Names of Evaluators: Francine Garland-Stark, Alicia Hunter, Jack Peck

| Pass/Fail Criteria | Pass | Fail |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | | |
| <ul style="list-style-type: none"> Applicant must be eligible Victim Service provider or meet the criteria to receive STOP VS Funding. | X | |
| <ul style="list-style-type: none"> Application must include pages outlined on page 15 - 18 of the RFA | X | |
| | | |
| Scoring Sections (Edit sections below to match evaluation criteria within RFP) | Points Available | Points Awarded |
| Section II. Organization Qualifications and Experience | 30 | 30 |
| Section III. Proposed Services | 40 | 38 |
| Section IV. Cost Proposal | 30 | 30 |
| Total Points | 100 | 98 |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401020
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Her Safety Net
DATE: March 6, 2024

**OVERVIEW OF SECTION I
Preliminary Information**

| |
|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

- Pass the eligibility requirements for VS organization.

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 30 | 30 |

Evaluation Team Comments:

- Founded in 2021 and have a Board of Directors established
- Attached Organizational chart (5 people working the organization)
- Her Safety Net is a member of the DV Coalition and have the appropriate partnerships in place.
- Collaboration form was signed and they are well suited with partnerships

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401020
 RFP TITLE: STOP Violence Against Women Formula Grant
 BIDDER: Her Safety Net
 DATE: March 6, 2024

**EVALUATION OF SECTION III
Proposed Services**

| | Points Available | Points Awarded |
|--------------------------------|------------------|----------------|
| Section III. Proposed Services | 40 | 38 |

Evaluation Team Comments:

- They did a really good job in the application and provided excellent description of the new position and how this person will help the community. DV specific.
- Very well written application
- Diverse cultures/language provides good options for members of the community.
- Applicant checked the box “successfully meets SA criteria” however, review of application and information provided does not meet this criteria and therefore, this box should not have been “checked”
- We will inform applicant that going forward this should not be checked unless they have project work with demonstrates SA data

**EVALUATION OF SECTION IV
Cost Proposal**

| Lowest Submitted Cost Proposal | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|--------------------------------|---|----------------------------|---|--------------|---|-------|
| | ÷ | | x | XX points | = | 30 |

Evaluation Team Comments:

- Straight forward budget and they included Match funds. Match is not required for VS applicants, and we will let them know this part is not required.
- Fringe amount seemed low – they did not include health insurance, just taxes.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401020
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Maine Transgender Network
DATE: March 6, 2024

SUMMARY PAGE

Department Name: Department of Public Safety
Name of RFP Coordinator: Lisa Bosse
Names of Evaluators: Francine Garland-Stark, Alicia Hunter, Jack Peck

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | | |
| <ul style="list-style-type: none"> • Applicant must be eligible Victim Service provider or meet the criteria to receive STOP VS Funding. | X | |
| <ul style="list-style-type: none"> • Application must include pages outlined on page 15 - 18 of the RFA | X | |
| | | |
| <u>Scoring Sections</u> (Edit sections below to match evaluation criteria within RFP) | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 30 | 30 |
| Section III. Proposed Services | 40 | 40 |
| Section IV. Cost Proposal | 30 | 30 |
| <u>Total Points</u> | <u>100</u> | <u>100</u> |

**OVERVIEW OF SECTION I
Preliminary Information**

| |
|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

- Pass the eligibility requirements for VS organization.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401020
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Maine Transgender Network
DATE: March 6, 2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 30 | 30 |

Evaluation Team Comments:

- MTN has been working with survivors through peer support groups since 2009.
- Small organization with a turnover of staff and Director. Maya William- Training Coordinator, master's in social work. Bre Danvers-Kidman- Executive Director, licensed Attorney
- Collaboration form was not signed. Follow up and add to their application. Partnered with MECASA and have signed the Collaboration form.
- Question was raised to on whether MTN staff have attended the MCDVE (Domestic Violence) training.

**EVALUATION OF SECTION III
Proposed Services**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 40 | 40 |

Evaluation Team Comments:

- Funds are being requested to assist with the continued funding of existing projects for Maine Transgender Network (MTN).
- Good explanation of the Advocacy project and the need for funds to sustain this meaningful work to the community. This work is being targeted for District I and District II.
- Applicant checked the box that this is a continuing project; however, they should have provided details/success stories of previous work completed.
- Project meaningfully addresses Sexual Assault

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401020
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Maine Transgender Network
DATE: March 6, 2024

**EVALUATION OF SECTION IV
Cost Proposal**

| Lowest Submitted Cost Proposal | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|-----------------------------------|---|-------------------------------|---|--------------|---|-------|
| | ÷ | | x | XX points | = | 30 |

Evaluation Team Comments:

- Requesting \$31,498 but there is a math error and this needs to be corrected.
- Part of the budget is being used for continued work, but they are also requesting that some funds be used towards a retreat. Additional information needed to determine if this is able to be funded.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020

RFA TITLE: STOP Violence Against Women Formula Grant

BIDDER NAME: Her Safety Net

DATE: 3/5/24

EVALUATOR NAME: Alicia Hunter, Violence Prevention Program Manager

EVALUATOR DEPARTMENT: DHHS - OCFS

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

1. Organization Qualifications and Experience: "Since its founding in 2021 Her Safety Net has been providing culturally specific services tailored for immigrants, refugees, asylum seekers, and BIPOC (Black, Indigenous, and People of Color) communities affected by domestic violence, dating violence, stalking, and sexual assault. Our approach encompasses a comprehensive array of strategies. Direct support services are a cornerstone of our work and allow us to offer culturally sensitive emotional support, and safe spaces designed to address the unique challenges faced by these communities. Community outreach and education efforts are integral to our work. We provide workshops and informational sessions crafted to respect cultural nuances and sensitivities. Collaborating with organizations like Safe Voices, and as a member of the Maine Coalition to End Domestic Violence, Her Safety Net engages in policy advocacy, striving to dismantle systemic barriers and inequities while safeguarding the rights of marginalized groups. Recognizing the intersecting factors of race, ethnicity, State of Maine - Department of Public Safety RFA# 202401020 STOP Violence Against Women Formula Grant 5 immigration status, and cultural background, we adopt an intersectional approach to our work, prioritizing the needs of marginalized communities. In navigating funding challenges, Her Safety Net employs innovative strategies by leveraging partnerships, applying for grants, and donor support to sustain our culturally specific programs and services. Central to our service delivery is a trauma-informed approach, where we ensure that survivors receive compassionate care and support that acknowledges and responds to the complex trauma they have experienced." The agency went on to note how their expertise/experience, infrastructure, strategic partnerships and commitment to continuous quality improvement also support their ability to take on this grant/project.

2. Proposed Services: Culturally Responsive Support for Survivors of Domestic Violence
 - a. Duration of Project: 4/1/24-3/31/25 (Is this end date in line with the grant?)

 - b. Description of Project: DV Advocate - The proposed project aims to address the critical need for culturally specific services tailored for immigrants, refugees, asylum seekers, and BIPOC communities impacted by domestic violence, dating violence, stalking, and sexual assault, by employing a full-time advocate. Her Safety Net will

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020

RFA TITLE: STOP Violence Against Women Formula Grant

BIDDER NAME: Her Safety Net

DATE: 3/5/24

EVALUATOR NAME: Alicia Hunter, Violence Prevention Program Manager

EVALUATOR DEPARTMENT: DHHS - OCFS

be able to offer a comprehensive range of direct support services, including multilingual and culturally sensitive support, and enhancing safe spaces that are designed to address the unique challenges faced by these communities. Her Safety Net seeks to provide a vital lifeline for survivors in the immigrant, refugee, and BIPOC community. (This work is noted to be carried out in D2, Androscoggin County.)

3. Budget – Anticipated grant related expenses: \$31,498, \$28,818 for personnel, \$670 for travel and \$2,010 in contracted expenses for interpretation services. The agency is offering a \$10,394.34 match.
4. Does this project meaningfully address Sexual Assault? No.
5. Is this a culturally specific community-based organization? Yes.
6. Is this project a continuation of a previously funded project? No.
7. Federal purpose area (s) and Maine's Priority Area (s): Federal: 5 and 11, State: 2
8. Consultation/Collaboration Form Required/Signed? Yes.
9. Other relevant information: There is a gender based culturally-specific provider doing DV and SA work in this county. Are there any plans for partnership or collaboration with this agency in order to avoid potential duplication of services?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020
RFA TITLE: **STOP Violence Against Women Formula Grant**
BIDDER NAME: Her Safety Net
DATE: March 4, 2024
EVALUATOR NAME: Francine Stark
EVALUATOR DEPARTMENT: MCEDV

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

1. Organization Qualifications and Experience

Organization established in 2021 to address the need for culturally specific services tailored for immigrants, refugees, asylum seekers, and BIPOC communities impacted by domestic violence, dating violence, stalking, and sexual assault. Has been working in partnership with the Regional Domestic Violence Resource Center, Safe Voices and is a member of the Maine Coalition to End Domestic Violence. HSN has a board and staff comprised of individuals who reflect the populations served.

HSN has been successful in implementing a Community Health Workers Program in partnership with the State of Maine.

2. Proposed Services

a. Duration of Project: 4/1/2024 – 3/31/2025

Description of Project (from the application): The proposed project aims to address the critical need for culturally specific services tailored for immigrants, refugees, asylum seekers, and BIPOC communities impacted by domestic violence, dating violence, stalking, and sexual assault, by employing a full time advocate. Her Safety Net will be able to offer a comprehensive range of direct support services, including multilingual and culturally sensitive support, and enhancing safe spaces that are designed to address the unique challenges faced by these communities. Her Safety Net seeks to provide a vital lifeline for survivors in the immigrant, refugee, and BIPOC community. Over the past few years, Her Safety Net has been seeing more and more survivors reaching out to Her Safety Net seeking support, guidance, and resources to assist them in seeking safety Through extensive community outreach and education initiatives, strategic partnerships with organizations like Safe Voices, and active involvement in policy advocacy as a member of the Maine Coalition to End Domestic Violence, the project strives to dismantle systemic barriers, safeguard rights, and foster greater awareness and understanding within these marginalized communities.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020

RFA TITLE: STOP Violence Against Women Formula Grant

BIDDER NAME: Her Safety Net

DATE: March 4, 2024

EVALUATOR NAME: Francine Stark

EVALUATOR DEPARTMENT: MCEDEV

3. Budget – Anticipated grant related expenses

The application includes federal dollars plus match to equal the total. Given that these funds do not require match, it seems like the total budget would be the Federal Amount Requested plus what is indicated as match. Need to clarify with applicant.

The budget is straightforward and aligned with project described:

\$37,892 in salary and benefits to employ the advocate to carry out the project activities.

\$1,000 in mileage – note: In the narrative, the travel reimbursement rate is set at \$0.50/mile, which exceeds the \$0.45/mile allowed.

\$3,000 in contracted services, described in the narrative as interpreter services.

4. Does this project meaningfully address Sexual Assault?

Nothing in the application specifically addresses sexual assault, though the box for meaningfully addressing sexual assault is checked. Given that the partnerships described do not include sexual assault providers, it is not apparent that the project would address sexual assault specifically.

5. Is this a culturally specific community-based organization?

Yes

6. Is this project a continuation of a previously funded project?

No

7. Federal purpose area (s) and Maine's Priority Area (s)

to enhance, and increase, the culturally specific support services tailored for immigrants, refugees, asylum seekers, and BIPOC communities affected by domestic violence, dating violence, stalking, and sexual assault.

to strengthen partnerships with organizations like Safe Voices and active involvement in the Maine Coalition to End Domestic Violence. This goal aligns with the identified need for collaboration and advocacy to address systemic barriers and inequities faced by marginalized communities.

8. Consultation/Collaboration Form Required/Signed?

Yes

9. Other relevant information

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020
RFA TITLE: STOP Violence Against Women Formula Grant
BIDDER NAME: Her Safety Net
DATE: March 6, 2024
EVALUATOR NAME: Jack Peck, Jr.
EVALUATOR DEPARTMENT: Maine Criminal Justice Academy

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

1. Organization Qualifications and Experience
2021 Board of Directors
Community Health Program
Organizational Chart??
Strong

2. Proposed Services
 - a. Duration of Project
4/1/2024 thru 3/31/2025

 - b. Description of Project
Very well written
MECDV/Safe Voices partnership
Goals clear

3. Budget – Anticipated grant related expenses
\$31,498
\$10,394 match
DV Advocate 25.5 hours per week for 52 weeks @ \$25 per hour
12.45% fringe
FICA/insurance/workers comp
Clear

4. Does this project meaningfully address Sexual Assault?
Yes

5. Is this a culturally specific community-based organization?
Immigrants, refugees, BIPCOC

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020

RFA TITLE: STOP Violence Against Women Formula Grant

BIDDER NAME: Her Safety Net

DATE: March 6, 2024

EVALUATOR NAME: Jack Peck, Jr.

EVALUATOR DEPARTMENT: Maine Criminal Justice Academy

6. Is this project a continuation of a previously funded project?

Appears to be

7. Federal purpose area (s) and Maine's Priority Area (s)

5,11

8. Consultation/Collaboration Form Required/Signed?

Safe Voices

9. Other relevant information

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020

RFA TITLE: STOP Violence Against Women Formula Grant

BIDDER NAME: Maine Transgender Network INC

DATE: 3/5/24

EVALUATOR NAME: Alicia Hunter, Violence Prevention Program Manager

EVALUATOR DEPARTMENT: DHHS - OCFS

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

1. Organization Qualifications and Experience

MaineTransNet has been working with survivors of domestic violence, dating violence, stalking, and sexual assault issues since its inception through peer support groups statewide as early as 2009. Recognizing both the critical need of trans survivors for services, and barriers with victim service systems to providing these services, MaineTransNet partnered with MECASA and MCEDV starting in 2017 to create a two-pronged approach to addressing these issues. (There is no specific experience info. listed for 2 staff referenced in app, the ED and educator. However, Educator has a master's in social work and ED is an attorney.)

2. Proposed Services: Expanding Support for Transgender Survivors

a. Duration of Project: 4/1/24-9/30/24 (arts retreat would occur in the fall)

3. Description of Project: It appears that the agency is seeking to deliver three types of programming with these funds. One is to deliver an annual arts retreat for trans survivors while the other 2 are continuing existing projects of advocating and working one-on-one with incarcerated trans survivors as well as training for community professionals around the unique aspects of caring for trans survivors. This work would all be done by existing staff. (This work is noted as being targeted to Districts 1 and 2.)

4. Budget – Anticipated grant related expenses: \$31,498, split up as \$16,498 personnel and \$15,000 for the retreat. (Only question I had was the \$10,000 expense for venue fee. Didn't indicate if this included lodging but would be a significant expense for a venue alone.)

5. Does this project meaningfully address Sexual Assault? Yes.

6. Is this a culturally specific community-based organization? No. While this program does serve an underserved population, it's not a culturally specific population.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020

RFA TITLE: STOP Violence Against Women Formula Grant

BIDDER NAME: Maine Transgender Network INC

DATE: 3/5/24

EVALUATOR NAME: Alicia Hunter, Violence Prevention Program Manager

EVALUATOR DEPARTMENT: DHHS - OCFS

7. Is this project a continuation of a previously funded project? Yes, but no indication that these activities have been funded by STOP before.
8. Federal purpose area (s) and Maine's Priority Area (s): Federal – Victim Services, Incarcerated Victims and Gender Identity
9. Consultation/Collaboration Form Required/Signed? I didn't see this. I only saw DEBARMENT, PERFORMANCE, and NON-COLLUSION CERTIFICATION signed.
10. Other relevant information: Did they submit proof of insurance? Didn't see that.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020
RFA TITLE: STOP Violence Against Women Formula Grant
BIDDER NAME: Maine Transgender Network
DATE: March 4, 2024
EVALUATOR NAME: Francine Stark
EVALUATOR DEPARTMENT: MCEDV

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Individual Evaluator Comments:

1. Organization Qualifications and Experience

MTN has been providing services since 2009 for survivors of domestic violence, dating violence, stalking, and sexual assault and has been in collaboration with MECASA and MCEDV throughout that time.

2. Proposed Services

a. Duration of Project

4/1/2024 – 9/30/2024

b. Description of Project

“This proposal represents the next phase of our efforts to build and sustain comprehensive services for transgender survivors while responding and adapting to evolving needs in the community.”

- Host an arts retreat for trans survivors with support groups and arts programming
- Provide one-to-one support with trans survivors who are incarcerated
- Advocate for the health and safety of trans people who are incarcerated with prison officials, doctors, and staff
- Train center staff, healthcare and service providers, and community members in cultural competency around trans survivors and educate participants on the complexities and prevalence of their experiences

3. Budget – Anticipated grant related expenses: Note that the applicant did not include the Federal Proposed Cost on the Application Cover Page.

Personnel \$16,498 (the calculation on the worksheet tallies to \$16,085)

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020

RFA TITLE: STOP Violence Against Women Formula Grant

BIDDER NAME: Maine Transgender Network

DATE: March 4, 2024

EVALUATOR NAME: Francine Stark

EVALUATOR DEPARTMENT: MCEDV

Survivor Arts Retreat \$15,000 (includes no itemization of materials, supplies, or basis for calculation of rental space/facilities, which account for \$12,000 of this line item. The \$3,000 for workshop facilitators is in addition to the staff time dedicated to organizing the event.)

Total \$31,498 (needs to be revised)

4. Does this project meaningfully address Sexual Assault? Yes

5. Is this a culturally specific community-based organization? No

6. Is this project a continuation of a previously funded project? Yes

Application describes multiple series of support groups for transgender survivors of sexual violence and the need for a hiatus until staff resources increase. Past year has included substantial organizational challenges along with increased services for trans people who are incarcerated. Prior grant funding has supported MTN training for DV and SA advocates.

7. Federal purpose area (s) and Maine's Priority Area (s)

Victim services, incarcerated victims, and gender identity
Sexual assault and underserved victims

8. Consultation/Collaboration Form Required/Signed? No

9. Other relevant information

The salary and benefits requested are for a Community Outreach and Training Coordinator, 70% of whose time would be spent on the project, carrying out all the project activities, including organizing the planned Survivor Arts Retreat.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020
RFA TITLE: **STOP Violence Against Women Formula Grant**
BIDDER NAME: Maine Transgender Network
DATE: March 6, 2024
EVALUATOR NAME: Jack Peck, Jr.
EVALUATOR DEPARTMENT: Maine Criminal Justice agency

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

1. Organization Qualifications and Experience

2009
18 years
2017
Trained 200 staff members
Board of Directors
Executive Director
Survivor Arts Retreat in 2023 33 survivors

2. Proposed Services

Good evidence as described on Page 10

a. Duration of Project

4/1/2024 thru 9/30/2024

Description of Project

Good evidence as described on Page 10
Really good quantitative data
300% increase

3. Budget – Anticipated grant related expenses

\$31,4987 No match
\$16,498 salary
\$15,000 for Survivor Arts Retreat
\$10,000 for rental space
High rate??
BE SPECIFIC page 20

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202401020

RFA TITLE: STOP Violence Against Women Formula Grant

BIDDER NAME: Maine Transgender Network

DATE: March 6, 2024

EVALUATOR NAME: Jack Peck, Jr.

EVALUATOR DEPARTMENT: Maine Criminal Justice agency

4. Does this project meaningfully address Sexual Assault?
Yes
5. Is this a culturally specific community-based organization?
Yes
6. Is this project a continuation of a previously funded project?
Yes
7. Federal purpose area (s) and Maine's Priority Area (s)
Unknown
8. Consultation/Collaboration Form Required/Signed?
Unknown
9. Other relevant information
Need specifics on the "retreat"
Cost last year
Where was it held?
Manual?
Labor?



STATE OF MAINE
DEPARTMENT OF Public Safety

Janet T. Mills
Governor

Michael Sauschuck
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202401020
RFP TITLE: STOP Violence Against Women Formula Grant

I, Alicia Hunter _____,
accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Alicia Hunter

3/4/24

Signature

Date



STATE OF MAINE
DEPARTMENT OF Public Safety

Janet T. Mills
Governor

Michael Sauschuck
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202401020
RFP TITLE: STOP Violence Against Women Formula Grant

I, Francine Stark, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

A handwritten signature in cursive script, appearing to read "Francine Stark".

Signature

3/2/2024

Date



STATE OF MAINE
DEPARTMENT OF Public Safety

Janet T. Mills
Governor

Michael Sauschuck
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202401020
RFP TITLE: STOP Violence Against Women Formula Grant

I, Jack Peck accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Signature Jack Peck, Jr

Date March 5, 2024