

**HARVARD PILGRIM HEALTH CARE, INC.
SPONSORED PROGRAMS APPLICATION
SECTION V III: SOLE SOURCE JUSTIFICATION**

The Uniform Guidance and the Harvard Pilgrim Health Care, Inc. (HPHC) Procurement Policy requires that investigators provide a justification, identifying the need for services and why the selected vendor (contractor)/consultant is the only source available for the needed services. (see Policy & Procedure Grant Related Procurement). This justification must be submitted to the Office of Sponsored Programs (OSP) for review and approval.

Complete one form for each vendor (contractor)/consultant.

Title of Project	
Principal Investigator	
Name and address of sole source	
Justification*	

***Justification: Please describe in detail why the individual is REQUIRED based on qualifications they have and why someone with that specific qualification is needed and the research that was done to verify that this is the only person with this qualification.**

No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

Signed: _____

Date: _____

Sole Source OSP Internal Use

Reviewed by
Approved by