

Name of Organization: \_\_\_\_\_ County of mailing address: \_\_\_\_\_



### Ohio Pet Fund 2017 Grant Application

Please send one copy of this application, including the signed grant agreement and **additional required items** (listed on page 4) to both email addresses: [Ohiopetfund@gmail.com](mailto:Ohiopetfund@gmail.com) and [bertani@rroho.com](mailto:bertani@rroho.com) between **January 1, 2017 and January 31, 2017**. Dates are firm; postmarks are checked. **Email subject line must contain your organization name!** PDF applications preferred; Microsoft Word and similar substitutions accepted. If you are unable to use email and are sending hard copies, send six copies to Ohio Pet Fund, 2280 Henderson Rd, Suite 207, Columbus, Ohio 43220. Send envelopes only; no boxes can be accepted due to mail slot size. Do not send hard copies via any method that requires a signature.

1. In which area is your organization's mailing address? \_\_\_\_\_ (NW, NE, SW, C, E, or SE on map below)



2. Full legal name of organization:

Organization mailing address:

Organization email address:

Employer Identification # (EIN):

Organization phone:

Website address:

3. Name of contact person:

Email address of contact person:

Contact person phone:

4. Which of the following ways does your organization qualify?

(a) Dog pound operated pursuant to Chapter 955 of the Ohio Revised Code

(b) Facility operated by a humane society or any society organized under Chapter 1717 of Revised Code

(c) A local Ohio nonprofit veterinary association, operating a program for the sterilization of dogs/cats

(d) Charitable 501(c)(3) organization with a purpose of supporting programs for sterilization of dogs/cats

5. Has your organization previously received a grant from the Ohio Pet Fund?

6. Please indicate the type of grant for which your organization is applying:

cat and dog sterilization     cat sterilization only     dog sterilization only

6. Your organization's annual budget for the last year?

7. Organization statistics for a recent complete year. Statistics are for which year? \_\_\_\_\_

Number of animals sterilized: Cats \_\_\_\_\_ Dogs \_\_\_\_\_

Number of intakes of strays, surrenders: Cats \_\_\_\_\_ Dogs \_\_\_\_\_

Number of lost animals returned to owner: Cats \_\_\_\_\_ Dogs \_\_\_\_\_

Number of animals adopted: Cats \_\_\_\_\_ Dogs \_\_\_\_\_

Number of feral cats returned to managed colonies: \_\_\_\_\_

Number euthanized: Cats \_\_\_\_\_ Dogs \_\_\_\_\_

Number of animals transferred to other agencies: Cats \_\_\_\_\_ Dogs \_\_\_\_\_

8. How are the organization's animals housed?

\_\_\_\_\_ designated facility only          \_\_\_\_\_ facility plus foster homes          \_\_\_\_\_ foster homes only

9. Does your organization have a website? \_\_\_\_\_ Is the pet license plate mentioned on your web site? \_\_\_\_\_

Does your organization have a newsletter? \_\_\_\_\_ Has the plate been mentioned in your newsletter? \_\_\_\_\_

10. Sterilization practices for which grant funds will be used:

\_\_\_ Sterilization prior to release/adoption ( \_\_\_ in house; \_\_\_ outside source)

\_\_\_ Voucher program ( \_\_\_ in house; \_\_\_ outside source) Cost to client? \_\_\_\_\_

\_\_\_ Sterilization of public animals ( \_\_\_ in house; \_\_\_ outside source; \_\_\_ voucher program; \_\_\_ mobile unit)

11. Average amount you pay for a single animal sterilization?

Cat spay \_\_\_\_\_ Cat neuter \_\_\_\_\_ Dog spay \_\_\_\_\_ Dog neuter \_\_\_\_\_

12. Total (annual) amount your organization spent in a recent year for sterilization? \$ \_\_\_\_\_

(Total amount spent in one year within the last three years, for all dogs and cats combined. Estimates are accepted for this question, due to the difficulty of separating sterilization costs from other veterinary costs.)

13. What do you want us to know about your organization/project?

## Ohio Pet Fund 2017 Grant Agreement

The grant to your organization from the Ohio Pet Fund is for the purpose described below and is subject to your organization's acceptance of the terms and conditions herein. Grant money may be used only for sterilization programs unless other permission is received in writing. Grantee will spend the grant funds for sterilization described in its grant application subject to the following conditions and requirements.

### Conditions of Grant:

Grantee represents and warrants that it will administer the grant and is an organization eligible to receive funding as (a) an animal shelter as defined in section 4729.01 of the Revised Code, a facility operated by a humane society or any society organized under Chapter 1717 of the Revised Code, or a dog pound operated pursuant to Chapter 955 of the Revised Code, (b) a local nonprofit veterinary association that operates a program for the sterilization of dogs and cats; or (c) a charitable organization that is exempt from federal income taxation under subsection 501(c)(3) of the Internal Revenue Code.

### Grantee Further Agrees:

-That the grant monies must be spent within one year of this grant agreement, for the purposes stated in this grant agreement; to repay to the Ohio Pet Fund upon demand the full amount of the grants funds if there is a failure to comply with any provision of the this grant agreement; and to repay any portion of the grant funds not used within one year of this grant agreement unless an extension is granted in writing by the Ohio Pet Fund.

-To submit a Grant Utilization Report to the Ohio Pet Fund within one year of receiving the funds, and to submit interim reports during the year if requested by the Ohio Pet Fund.

-To keep adequate records of expenditures and to enable such records to be readily reviewed by the Ohio Pet Fund or by anyone authorized by the Ohio Pet Fund to review such records.

-To notify the Ohio Pet Fund if any changes occur which could lead to a change in the Grantee's eligibility for funding under Ohio Revised Code Section 955.201(B)(1), and to notify the Ohio Pet Fund if any changes occur in the program or project for which funding is given, as specifically set out in the purposes and conditions of the grant agreement.

Grantee shall require that the individuals who request that their dogs and cats be spayed or neutered with money provided by this grant present one of the following pieces of documentary evidence in the name of the owner or any member of the owner's family who resides with the owner:

1. Section 8 housing voucher
2. Schedule letter from Ohio Works First
3. Ohio Medicaid card
4. Letter from Veteran Benefits Administration acknowledging service-related disability
5. Ohio Direction Card (for food stamps)
6. WIC card (Women Infants and Children nutrition program)
7. Benefit letter documenting Supplemental Security Income
8. Benefit letter documenting assistance from Social Security Disability
9. Certificate of adoption showing that the animal was adopted from a licensed animal shelter or pound.
10. Certificate of adoption showing that the animal was adopted from a nonprofit corporation.
11. Tax return showing owner's family income does not exceed 150% of the federal poverty guideline established by the United States Department of Health and Human Services.
12. Evidence that the owner or pet otherwise qualify via Sec. 955.201(C)(1) of the Ohio Revised Code.

Records of expenditures for sterilization shall include the name of the pet's owner and the type of documentary evidence provided (number 1-12 above). Do not send the records unless we ask for them for audit purposes. In most cases, we only need the Grant Utilization form. **Dogs and cats awaiting release from non-profit organizations and animal shelters, including humane societies and dog pounds, are also eligible for the use of grant funds for sterilization** of pets without owners.

The terms and conditions of this grant agreement have been read, are understood and are accepted. By submitting this application, the applicant organization agrees that the facts are true to the best of their knowledge, and that the organization name and any other pertinent information can be used by Ohio Pet Fund in marketing and publicity messages in order to promote the program to the public and increase interest in the mission of the Ohio Pet Fund.

### Grantee:

Name of Organization: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_



## REQUIRED ITEMS:

Check list for 501c3 organizations and Humane Societies:

1. Completed **and signed** three pages of the Ohio Pet Fund Grant Application above.
2. 501c3 determination letter
3. Name, email address, and phone # of board members
4. Award amount, source and purpose of any grants received from any grant-making body in the last three years
5. For organizations with annual receipts under \$50,000, an Income/Expense report for a recent full year. (2015 or 2016)  
For organizations with annual receipts over \$50,000, a copy of the 990 tax return for a recent full year. (2015 or 2016)

Check list for Dog Wardens: (If you are not emailing your application, please send **six copies**.)

1. Completed **and signed** pages 1, 2 and 3 of the Ohio Pet Fund Grant Application above.

**DO NOT SEND APPLICATIONS WITH SIGNATURE REQUIRED!** We are an all-volunteer organization, and there are times that no one is in the office. If you mail an application and it is returned, just re-send it with the original envelope included.

## Optional for all:

Optional: A statement of the purpose of the project and why it is important, outcomes to be achieved, project timetable, the capacity of your organization to carry out the project, number of cats/dogs to be served, how you will evaluate the success and effectiveness of the program; presence or absence of resources for education and/or sterilization in your area and how they impact your project, a brief description of the history, mission and activities of your organization. How you will accomplish the sterilization with grant funds (sterilization in-house, by mobile unit, voucher system, outside veterinarian prior to adoption). If mobile units are used, include a policy regarding arrangements for follow-up care and emergencies related to surgical recovery. A project budget including other anticipated sources of income may be included. Ways you promote the pet license plate may also be included.

Thank you for your application. The number of applications has increased greatly over the last few years. Most of the time, we wish we were able to grant larger amounts to each group. Any decreases in granted amounts are more likely reflective of greater application numbers than the quality of an application or needs of a grantee. We appreciate all the mindful efforts on behalf of the pets in Ohio. Help us increase the size of our grants by promoting the pet license plate!

If you are emailing your application, please send to two email addresses: [bertani@rrohio.com](mailto:bertani@rrohio.com) and [ohiopetfund@gmail.com](mailto:ohiopetfund@gmail.com)  
PLEASE PUT YOUR ORGANIZATION'S NAME IN THE EMAIL SUBJECT LINE. Please also put the word "grant" in the subject line. Please try to email the application in the first three weeks of January when possible to avoid server overloads on the last day. The use of two email addresses is an attempt to avoid missing an application due to server error; it may be wise to send them separately.

QUESTIONS may be sent to [bertani@rrohio.com](mailto:bertani@rrohio.com)

If your question isn't answered within 48 hours, please re-send the question.

If you do not hear from us regarding your grant application by April 15, please contact [bertani@rrohio.com](mailto:bertani@rrohio.com)

