

2008 FLORIDA ANIMAL FRIEND GRANT APPLICATION

Application must be RECEIVED BY: April 1, 2008

APPLICANT INFORMATION

Entire application must be typed. Sections may be expanded as needed to provide important details, but remember to be concise. Do not change the format of the application.

Name of Applicant Agency: HUMANITARIANS OF FLORIDA

Person Submitting Proposal: Betty Garrett Title: President/Board of Directors

Organization Address: 1149 Conant Ave

City, State, Zip Code: Crystal River , Florida 34429

Website Address: www.hofspha.org

Phone number: 352 563-2370` Fax Number: 352-563-2311

Cell Number: Email Address: bbgarrett@aol.com

Dates of Last Complete Fiscal Year: January 1, 2007 to December 31, 2007 (MM/DD/YY)

Organization Income in Last Fiscal Year: \$493,810

Organization Expenses in Last Fiscal Year: \$492,392

Year(s) of previous Florida Animal Friend grants (if applicable): 2006

Number of Paid Employees: Full-time: 12 Part-time: 5

Number of Active Volunteers: 38 Total Volunteer Hours per Week: 285

Describe Your Agency (check all that apply):

Services Provided

- Unlimited intake shelter
- Limited intake shelter
- Foster network
- Animal control
- Spay/neuter services
- Feral cat sterilization
- Veterinary care to the public
- Other \_\_\_\_\_

Organization Structure

- City, county, or tribal agency
- Private nonprofit agency
- Spay/neuter clinic
- Veterinary association
- Private veterinary clinic
- Community collaboration
- Other \_\_\_\_\_

Applicant Qualifications:

For your organization, In the last complete fiscal year:

3700 cats and 2925 dogs were admitted

810 cats and            dogs were adopted

2978 cats and 2275 dogs were sterilized

3 cats and 0 dogs were euthanized

Describe your animal programs:

Low cost spay/neuter Our mission is to end the suffering of innocent dogs and cats by reducing the number of unwanted births. Anyone who needs assistance finding affordable spay/neuter services can benefit by using our clinic.

Our goal is to make spay/neuter services affordable to those who might not otherwise spay/neuter their pets. By working to educate the surrounding communities we hope to popularize and facilitate spay/neuter services throughout the Western Central Florida counties and end pet over population.

No one is turned away from our clinic regardless of their income. We advertise that we are a low cost spay/neuter clinic and that we are not a full service clinic. Word of mouth has been the best way of getting our message to the public. Most local full service veterinarians refer potential clients to us who have limited income or can not afford the current fees for full service clinics, which are two to three times the cost of our spay/neuter fees.

Although the public adopting pets from the local animal control shelter has the option of selecting three or more veterinary hospitals to take their new pet to for spay/neuter, ours is two to three times more affordable and we will issue additional vouchers to reduce the surgery fee to \$10.00 for those living at the poverty level, the elderly on fixed income and those who are disabled and on disability.

Our adoption center (The Haven) We run our own shelter for shelter, abandoned and abused cats adjacent to our Manchester House Clinic. All rescued cats are examined by our own veterinary staff, tested for feline leukemia and aids, spayed/neutered and vaccinated before going into our adoption program. We do not adopt out nor do we allow other animal rescue groups that are affiliated with us to adopt out any pet that has not been spayed/neutered. We work with several local rescue groups and they are allowed a special rate for our spay/neuter services in exchange for the humane work that they do for our community.

Feral cat sterilization: We are advocates for the TNR program and make special arrangements to fit the feral cats into our clinic for surgery as they are trapped, regardless of our busy schedule. The cats are then picked up by their care givers and returned to their colony. Most feral cat care takers are charged \$10.00 for the surgery, however; many are done for free to save the cats lives and allow them to remain in their colonies.:

If your program performs adoptions, are all animals sterilized before adoption?  Yes     No

If not all, what percentage of animals is not currently sterilized before adoption?            %

If not all, how are animals selected for sterilization before adoption?

If not all, describe your sterilization policies and procedures for assuring sterilization after adoption:

Give additional background information on your organization's programs as they relate to this application and the qualifications of the personnel who will be in charge of this program. Show that you have the ability to carry out this program:

All spay/neuters are performed at our Manchester House Clinic. We employ two highly skilled veterinarians plus a full operating room staff.

Pet adoptions are conducted by our volunteer staff who have been conducting pet adoptions for the last 25 years. All work together to match the adoptive pet with the best possible home. We adopted over 800 cats that we rescued in fiscal year 2006. All cats were tested for feline leukemia and aids (tested negative) or if positive adopted out with life time free medical treatment from our clinic. All were spayed/neutered, vaccinated, dewormed, treated for fleas before being put up for adoption. We have an adoption screening program, adoption application and adoption contract which must be completed before the pet can be delivered to his/her new home. All adopters are provided with Science Diet dry food and an adopters starter bag of treats, coupons and a DVD that explains everything you need to know about caring for your new cat. A modest adoption fee is charged to defray the cost of the veterinary services provided the pet, however, in many instances the pet had to undergo surgeries or extensive medical treatments before it was sufficiently healthy enough to go to its new home.

What kinds of spay/neuter services are currently available in the target area? In what way are these resources currently insufficient?

Too Many Animals Not Enough Homes -- The only way to control dog and cat overpopulation is by decreasing birth rates. Unfortunately many people can't afford the high cost of spay/neuter surgery for their pets. This is why we the "Humanitarians of Florida" opened the Manchester House spay/neuter clinic - one of two clinics of its' kind that is located in and serving Citrus County and its' surrounding counties neediest areas.

Most areas outside Citrus County are rural/farm and have few full service veterinary facilities available. None of the full service veterinary facilities target low income families nor do they offer low cost spay/neuter services. Our county and those surrounding us that we serve are highly populated by senior citizens retired on a pension or small fixed budget, more than 23% of the population. We know what an important contribution a pet can make in the life of a senior citizen and we make every effort to make our services affordable to them.

With the current slump in the economy we find that more and more of the residents of Citrus County and the surrounding communities are struggling to make ends meet and many are now unable to find employment due to the stagnated building industry. If we receive funding from this grant we will again offer those seeking financial aide the \$10 spay/neuter program regardless of the number of animals, size or sex of their household pets needing spay/neuter.

If you currently have a program for sterilization of cats and/or dogs, describe your current level of funding and productivity and why additional resources are needed.

Dogs and cats are being given the death penalty for a crime they didn't commit - being born. Because we are subsidized by donations from the public, the Humanitarians of Florida's Manchester House is able to provide the highest quality of care for the patients we serve. Manchester House,

named after our founder, is our spay/neuter clinic, fees for our low cost spay/neuter are paid by the owners of the pets brought to us for treatment. These funds are used to pay our veterinary staff. We are currently operating our spay/neuter clinic three days a week and are booking out one to two weeks in advance due to the large demand of our low cost services. Additional funding would allow us to operate four days a week, alleviating the waiting period of the pets and assure that those pet owners get their dogs or cats spayed/neutered in a timely manner, thus reducing more pet over population.

## GRANT PROPOSAL DETAILS

Title of Proposal: Humanitarians of Florida, Special People Helping Animals

Total Amount of Funding Requested: \$ 20,000 Check payable to: Humanitarians of Florida

Is this a community collaboration involving multiple groups? If so, list each group by contact information and role in the project:

Group Name	Group Address	Website	Role
_____			
_____			
_____			
_____			

### Problem statement:

More than five million pets are euthanized annually because there are not enough homes for them. It costs U.S. taxpayers an estimated \$2 billion each year to take in, care for, and often euthanize homeless animals. Although education has increased the percentage of animals that are spayed and neutered, more sterilization is needed to reach the critical thresholds necessary to control overpopulation. Since funding for sterilization programs is limited, it is important that available funds be used for programs that target the most significant sources of cat and dog overpopulation and that these programs increase sterilization surgeries above the current baselines of the community.

### Describe the target area:

Geographical target area (name of city, county, Florida, etc.): We have a charter for all of Florida, however, at the moment we are targeting the following areas in closet proximity to our clinic: Citrus, Levy, Osceola, Sumter, Gilchrist, Layfette and Dixie Counties

Total human population in target area: 539721 (information available at [www.census.gov](http://www.census.gov))

Percent of residents living below poverty in target area: 21 ([www.census.gov](http://www.census.gov))

Estimated number of pet cats in target area (human population divided by 3.3): 136932

Estimated number of pet dogs in target area (human population divided by 4.0): 107000

Estimated number of feral cats in target area (human population divided by 6.0): 80912

Number of cats t and dogs admitted to animal control shelters in the target area last year (if known)

Number of cats t and dogs euthanized in animal control shelters in the target area last year (if known)

Please explain if you believe your target area animal population is significantly different than above.

Describe the specific target animal population of the spay/neuter project proposed for this grant:

Pets in low-income families: What qualifications will you use to determine low-income status? No one will be turned away regardless of their financial status. If the client is requesting the \$10 spay/neuter we have a questionair regarding income (food stamps, disability, social security, etc.) we approve all those with an income of \$1200 per month or less. However each request is given a thorough review and exceptions are always made.

Special populations (e.g., pit bulls, underserved regions, unique events): Pit bulls will be spayed at our regular fee unless the owner needs additional financial assistance and we will consider spay/neuter pit bull litters for \$10 or in some instances for free.

Feral cat sterilization

Other: Feral fix for their care gives \$10 or if there are litters many times for free if they are returned to their colonies with a caregiver. We will also help with providing free food on a monthly basis and free vaccinations.

Objectives:

What do you hope to accomplish with these funds (objectives should be specific and quantifiable)?

Our objective is to take our spay/neuter clinic to the next level. We need to expand our hours of operation and increase our veterinary staff. This can be accomplished with an injection to our cash flow. We have already reduced the waiting period for our surgeries to one to two weeks. With an increas in our hours of operation and more effective time management we can continue to fight against the senseless killing of shelter animals and help make a small contribution towards ending pet over population. We have a well established clinic and highly skilled staff, however, to utilize our clinic to its fullest extent it must be open for business one more day a week. This means having the funding to guarantee that we can meet the increased payroll for employing additional veterinary staff.

How does this program increase the number of sterilization surgeries above the existing baseline?

We feel that we can increase spay/neuter surgeries by 1000 to 1100 per year.

Methods:

What criteria will you use to determine eligibility for the program?

Our mission is to end the suffering of innocent dogs and cats by reducing the number of unwanted births. Anyone who needs assistance finding affordable spay/nauter services can benefit by using our clinic.

No one is turned away from our clinic regardless of their income. We advertise that we are a low cost spay/neuter clinic and that we are not a full service clinic. Word of mouth has been the best way of getting our message to the public. Most local full service veterinarians refer potential clients to us who have limited income or can not afford the current fees for full service clinics, which are two to three times the cost of our spay/neuter fees.

We are not in competition with the local full service veterinary clinics for the simple reason that there is no money in running a low cost spay/neuter clinic and those clients very seldom have additional funds to pay for expensive office visits or treatment of their sick or injured pets. These clients are considered undesirable by the other clinics and they gladly point them in our direction for spay/neuter assistance. We also have a special arrangement with Animal Control to immediately take the unaltered newly adopted animals the next day of our operation to insure that they will be adopted and that their fee will be kept as inexpensive as possible.

How will you advertise the program? Explain how the advertising will reach the target audience. Attach promotion materials if available.

Our best advertising is word of mouth, however we do run ads in the local newspaper, attend 10 or more informational fairs per year that advocate pet, wellness, spay/neuter and general pet care. We work at the local County Animal Control Shelter as volunteers and have posters and donation banks displayed with local merchants throughout Citrus County. We have an extensive web site and additionally have a web site with pet finder. We belong to the local Chamber of Commerce and twice a year attend their non-profit fair where we hand out our literature. We have recently joined forces with several home owner associations and other local non profits (Kiwanis, Lions Club, Elks etc.) to be guest speakers and to ask that each organization insert our information in their monthly and semi annual newsletters.

How will you address barriers to full use of the program such as transportation, illiteracy, and cultural hurdles?

Pet owners justify the sometimes long drive to our clinic by the amount of money they save by having their pet spayed/neutered at our low cost clinic. We have very little literacy and no cultural hurdles to contend with in the counties that we serve. Our paper work is easy to read and understand and we have a clerical staff to assist the pet owner in providing the pertinent information required at admission time.

There are no language barriers in the counties that we serve and English is the language spoken. Education is our primary goal. In many cases our clients are uninformed of the practice of spaying/neutering as early as possible in their pet's life. We have easy to read literature that explains the pet reproductive life cycle and questions and answers that address fears and problems that the pet owner may experience.

Does this project involve the transportation of animals by someone other than the client? If so, describe the vehicles, methods for confinement, personnel training, liability releases used to assure the safety of the animals and handlers.

Dogs of certain breeds (pit bull/pit mastiff mix, rottweilers) are usually transported to our clinic by animal control. The dogs are transported in an animal control truck and the attending officer brings the dog to our veterinary staff. Currently animals adopted by citizens from the Citrus

County Animal Control go out unsterilized. This is to guarantee that these dogs are indeed spayed/neutered before going back into the local population. During the adoption process the clerk at the shelter makes an appointment for sterilization with our clinic, however the animal is released to the adopter and it is their responsibility to transport the new pet to our clinic for surgery. If the adopter fails to show up for their appointment Animal Control is immediately contacted and they then contact the owner to resolve the problem..

Veterinary Services:

What arrangements have you made with veterinarians to perform the surgeries?

We employ our own veterinary staff and own the clinic the Manchester House free and clear of any mortgages or liens. Our lead veterinarian is Ronald L. Dumas, DVM who has been employed by the Humanitarians to run the spay/neuter program for our organization. His employment has been from 8/03 through the present. We also employ Wendy Biggs, DVM who specializes in early spay/neuter and also practices Holistic Medicine. Dr. Biggs has been employed since 7/05.

Please attach a collaboration letter from the lead veterinarian, practice, or association that will provide spay/neuter services. The letter should include a statement describing the fee schedule to be followed and whether the veterinarian(s) are on your staff, on contract, in a spay/neuter clinic, or in private practice. Please list all of the participating veterinarians or veterinary practices below, including address, phone number, and premise permit number (available at [www.myfloridalicense.com](http://www.myfloridalicense.com)).

Name	Address	Phone
Ronald Dumas DVM	324 Camellia Ave Inverness Fl.	352 563-2370
Wendy Biggs DVM	12850 NE 130th Ave Archer, Florida	32618 352 563-2311
_____ Dr. Dumas License # VM627 Dr. Biggs License # VM9261		
see attached spay/neuter fee schedule for all surgeries including this special spay/neuter program		
_____ Premise Permit _____ VE3260		
Humanitarians of Florida _____ 1149 N Conant Ave _____ Crystal River, FL 34429 352-563-2370		

What is the fee range to be paid for spay and neuter and what is the distribution to be paid by the client vs. the grant program? Keep in mind that Florida Animal Friend grant funds may only be used for costs directly associated with sterilization surgery (including anesthesia and pain control) and not for other items such as vaccines, testing, licensing, and capital purchases.

	Amount Paid by Client	Amount Paid by Project	Total Amount
Range for Male Cats	\$ 15	\$ 5	\$ 20
Range for Female Cats	\$ 20	\$ 5	\$ 25
Range for Male Dogs	\$ 20	\$ 10	\$ 30
Range for Female Dogs	\$ 25	\$ 10	\$ 35

Please check each item below to indicate whether additional services are required at the time of surgery and whether the client is required to pay for them.

	Included in Cost	Not Offered	Optional	Required	Amt. Paid by Client
Examination	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ 0
Vaccination	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
Pain Medication	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ 0
Parasite Medication	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
Testing	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
Licensing	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
Ear tipping	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 0
Other	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$

If necessary, please explain the procedures and fees described above:

If the client can not afford the above fees surgery will be done for \$10.00 or in some cases for free if they bring in a litter for spay the mother dog or cat must also be spayed at that time.

Is this a voucher program? If so, how will you assure compliance with the program?

No voucher program, all surgeries are done at our clinic

**Other Information:**

Provide any additional information that will help the grant selection committee understand how the program will operate to achieve its goals.

This program is to help the poorest of the population living within our county. We already have extremely low costs for our spay/neuter and vaccinations. We are willing to set up a payment plan for anyone who can not afford multiple spay/neuters all at once. We want to make sure that these animals do not reproduce while the owner is budgeting their money for the surgeries.

**Budget:**

Total number of sterilization surgeries projected: cats 530 dogs 575

Total budget requested: \$ 20000 Average cost/surgery projected: \$ 23

Budget should not exceed \$20,000.

Describe any expenses that are not included in the grant and how they will be paid for:

none

**Timeline:**

All projects must be completed within 12 months of receipt of funding. Any unexpended funds must be refunded to Florida Animal Friend within 30 days of the end of the project. Requests for time extensions must be made in writing at least 30 days prior to the end of the project. Funding for accepted projects will be available after August 1, 2008.

Projected start date: may 1 08    Projected end date: 3/27/09 (MM/DD/YY)

**Future Funding:**

Explain how the organization plans to fund this program in the future. Having plans beyond “seeking funds from other funders” enhances the chances of receiving this grant.

Fundraisers, donations and dues from members, wills, estates.

**Evaluation:**

Applicant agrees to complete the Grant Follow-up Report and return it to Florida Animal Friend within 12 months of receipt of funds.

**Promotion of Florida Animal Friend Spay/Neuter License Plate:**

Applicants selected for funding are expected to publicize their grant in support of their spay/neuter program via press releases, newsletters, website links, etc. In addition, they are expected to promote the sales of license plates so that additional spay/neuter grants can be funded. Please describe your plan to promote the Florida Animal Friend Spay/Neuter License Plate.

A press release is already on our website as a past recipient. A large blow up of your license plate hangs in our front lobby. All clients coming through our clinic will be given info. on the importance of purchasing Floridas customized spay/neuter license plate. This is addition to press releases, placing an article in our semi annual newsletter and continuing to have info. on our website.

By my signature below, I attest that the information provided in this grant proposal is true and that the proposed spay/neuter program complies with local, city, county, state and national ordinances and laws.

Application submitted by:

Signed: \_\_\_\_\_ Date: 3/15/08 (MM/DD/YY)

Name: Betty Garrett Title: President

## CHECKLIST OF ATTACHMENTS AND SUBMISSION INSTRUCTIONS

Organize the completed applications in the following order and complete checklist.

	Nonprofit Agencies	Municipal Agencies
1	Grant application	Grant application
2	Checklist	Checklist
3	Veterinary collaboration letter(s)	Veterinary collaboration letter(s)
4	Current fiscal year agency budget	Current fiscal year agency budget
5	Roster of board of directors	Letter of support from director
6	IRS 501(c)3 determination letter	Media coverage, brochures, PSAs, etc.
7	FL DOACS registration certificate	
8	IRS 990 or 990 EZ	
9	Media coverage, brochures, PSAs, etc.	

For all applicants:

- Completed grant application (hard copies and electronic copy)
- Veterinary collaboration letter for spay/neuter services
- Copies of newsletters, media clippings, public service announcements, brochures, etc. that pertain to the applicant's spay/neuter program (hard copies only, no videos, DVDs, etc).

For private nonprofit agencies:

- Current fiscal year agency budget
- Roster of applicant's board of directors, including address, phone number, email address, occupation and whether board members are compensated for their positions.
- IRS Tax Exempt #EIN59-1997778 FFN58Q029293 (attach determination letter)
- FL Dept of Agriculture & Consumer Affairs Registration # CH-2923 (attach)
- Most recent IRS Form 990 (pages 1-4 & signature page) or 990EZ (page 1-2 & signature page).

For city, county, or tribal entities:

- For city and county governments, attach current fiscal year agency budget, the line item that the funds would be deposited into, a letter from the director of the city or county animal care and control agency on city or county letterhead clearly indicating support for the application of the grant proposal.
- For tribal entities, attach a letter signed from the Tribal Authority of the local Tribal Health Department.

Applications must be received by the due date of **April 1, 2008** to be considered in the current cycle. Applications received after the due date and incomplete applications will be returned without review. It is advisable to use a carrier that offers a guaranteed delivery date. Completed applications, including the grant application form, required supporting documents, and other attachments must be submitted together as a complete packet. Please submit 1 original and 4 identical hard copies of the application and all attachments for review. Each copy should be stapled or compiled with a binder clip. Do not use binders, folders, or other display materials for the applications. Please also email 1 copy of the application (signatures and attachments not required) to the address below.

Send 1 original and 4 hard copies of application or grant submission inquiries to: Florida Animal Friend, Inc., c/o Lois Kostroski, 13153 North Dale Mabry, Suite 105, Tampa, FL 33618, 866-303-3222, [info@floridanimalfriend.org](mailto:info@floridanimalfriend.org).

Send 1 electronic copy or content inquiries to: Julie Levy, [levyj@vetmed.ufl.edu](mailto:levyj@vetmed.ufl.edu), (352) 392-2226 ext 5717