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CLERK OF THE BOARD
OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA

Memorandum

MIAMI-DADE COUNTY

Agenda Item No. 3(B)(2)

Date: June 7, 2016

To: Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor

Subject: Resolution Ratifying the County's Application, Receipt and Expenditure of Various ASPCA Grants in the Total Amount of $18,800.00 and Execution of Grant Agreements

Resolution No. R-453-16

RECOMMENDATION

It is recommended that the Board of County of Commissioners (Board) ratify the action of the Miami-Dade County (County) Mayor or the Mayor's designee in applying for, receiving, and expending $18,800.00 in grant funds awarded by, and executing various grant agreements with, the American Society for the Prevention of Cruelty to Animals (ASPCA), in order to support life-saving programs for animals that reduce community pet populations and shelter intake and approving terms and conditions of such grant agreements.

SCOPE

The impact of this item will be Countywide, as the grant funds requested will assist the County's Department of Animal Services (ASD) with implementing life-saving programs that reduce community pet overpopulation and shelter intake.

FISCAL IMPACT/FUNDING SOURCE

There is no fiscal impact to the County with the approval of this item, as the approval of this item will result in a financial benefit to the County. The grant does not require any County matching funds.

TRACK RECORD/MONITOR

ASD has an extensive history of managing private sector grant funds and will coordinate project implementation and management. ASD will monitor and process the disbursement and expenditure of grant funds, and manage programmatic and fiscal reporting in accordance with project reporting and auditing procedures stipulated by the grant agreement agreed upon by ASD and the ASPCA. The ASD staff responsible for monitoring this resolution and grant monies is Sandy Acosta Cox, Grants Coordinator.

BACKGROUND

ASD has received previous grants from the ASPCA since 2010. A previous grant was initially awarded from a three (3) year period ending in 2013 (Resolution No. R-377-10) and for subsequent grants from the ASPCA in 2015 (Resolution No. R-618-15). Subsequently, the ASPCA has continued to award ASD with grants through its valued partnership with the Department. The four (4) grants included in this proposed resolution target programming focused on increasing adoptions, foster parent recruitment and retention, and professional development of key staff.

It is recommended that the Board ratify the action of the County Mayor of the County Mayor's designee in applying, receiving, expending, and executing, grant agreements in the furtherance of grant funding from the ASPCA under the terms of the attached applications and award letters (attached).

Alina T. Hudak
Deputy Mayor

MEMORANDUM

(Revised)

TO: Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

DATE: June 7, 2016

FROM: Abigail Price-Williams
County Attorney

SUBJECT: Agenda Item No. 3(B)(2)

Please note any items checked.

_____ **"3-Day Rule" for committees applicable if raised**

_____ **6 weeks required between first reading and public hearing**

_____ **4 weeks notification to municipal officials required prior to public hearing**

_____ **Decreases revenues or increases expenditures without balancing budget**

_____ **Budget required**

_____ **Statement of fiscal impact required**

_____ **Statement of social equity required**

_____ **Ordinance creating a new board requires detailed County Mayor's report for public hearing**

✓ **No committee review**

_____ **Applicable legislation requires more than a majority vote (i.e., 2/3's ____, 3/5's ____, unanimous _____) to approve**

_____ **Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required**

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 3(B)(2)
6-7-16

RESOLUTION NO. R-453-16

RESOLUTION RATIFYING THE ACTIONS OF THE COUNTY MAYOR OR THE MAYOR'S DESIGNEE IN APPLYING FOR, RECEIVING AND EXPENDING $18,800.00 IN GRANT FUNDS AWARDED BY, AND EXECUTING VARIOUS GRANT AGREEMENTS WITH, THE AMERICAN SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS TO SUPPORT LIFE-SAVING PROGRAMS FOR ANIMALS THAT REDUCE COMMUNITY PET OVERPOPULATION AND SHELTER INTAKE; AND APPROVING TERMS AND CONDITIONS OF SUCH GRANT AGREEMENTS

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference; and

WHEREAS, this Board desires to ratify the actions of the County Mayor or the Mayor's designee in applying for, receiving, expending, and executing various grant agreements in furtherance of the $18,800.00 in funds from the American Society for the Prevention of Cruelty to Animals (ASPCA),

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board:

Section 1. Ratifies the action of the County Mayor or the Mayor's designee in applying for, receiving and expending various grants totaling $18,800.00 from the ASPCA to support life-saving programs for animals that reduce community pet overpopulation and shelter intake.

Section 2. Ratifies the actions of the County Mayor or the Mayor's designee in executing grant applications and award letters, in substantially the form attached as Exhibit 1, and approves the terms and conditions of such grant agreements.

The foregoing resolution was offered by Commissioner **Esteban L. Bovo, Jr.** , who moved its adoption. The motion was seconded by Commissioner **Rebeca Sosa** and upon being put to a vote, the vote was as follows:

Jean Monestime, Chairman	**aye**		
Esteban L. Bovo, Jr., Vice Chairman	**aye**		
Bruno A. Barreiro	**aye**	Daniella Levine Cava	**aye**
Jose "Pepe" Diaz	**aye**	Audrey M. Edmonson	**aye**
Sally A. Heyman	**aye**	Barbara J. Jordan	**aye**
Dennis C. Moss	**aye**	Rebeca Sosa	**aye**
Sen. Javier D. Souto	**aye**	Xavier L. Suarez	**aye**
Juan C. Zapata	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 7th day of June, 2016. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: **Christopher Agrippa**
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Sabrina Levin

ASPCA®

GRANT AGREEMENT REFERENCE:

NAME: **Miami-Dade Animal Services**
PROJECT: **Scholarship to Attend the 2015 HSUS Animal Care Expo**
AMOUNT: **$1,300.00**
GRANT NUMBER: **2015-0148**
GRANT TERM: **April 8, 2015 - October 8, 2015**
ASPCA GRANT OFFICER: **Joan Carlson Radabaugh**

GRANT ACCOUNT LOGIN: https://www.grantrequest.com/SID_900?SA=AM

April 8, 2015

Ms. Gilda Nuñez
Miami-Dade Animal Services
7401 NW 74th Street
Miami, FL 33166

Dear Ms. Nuñez,

The American Society for the Prevention of Cruelty to Animals (the "ASPCA") is deeply honored to be able to grant to Miami-Dade Animal Services (the "Grantee," and together with the ASPCA, the "parties" and each a "party") the amount of $1,300.00 (the "Grant"). These funds are designated for the purpose set forth below and as outlined in your grant request and as further described in this agreement (this "Agreement") and, if applicable, its amendments: Scholarship to Attend the 2015 HSUS Animal Care Expo (the "Project").

Unless otherwise noted in the payment schedule below, the ASPCA shall pay the grant to the Grantee approximately two to six weeks following receipt of your online acknowledgement of this Agreement. By endorsing and depositing the Grant check, you represent and warrant that Grantee will meet the obligations specified in this Agreement.

Intending to be legally bound and in consideration of the Grant provided to the Grantee and the desire of the Grantee to conduct the Project, the parties hereby agree to the following terms and conditions as of the first date listed above (the "Effective Date"):

1. Grantee Requirements.

Type	Notes	Schedule Date
Acknowledgement of Award Letter		May 8, 2015
Final Report		October 8, 2015
Financial Report/Receipts		October 8, 2015

6

The Grantee shall communicate with Joan Carlson Radabaugh (joan.carlson-radabaugh@aspca.org) (the "ASPCA Grant Officer") according to the schedule and additional instructions (if applicable) to review and evaluate the use of the Grant funds. (Grant Agreement acknowledgements are required and should be made online by accessing your ASPCA Grants account*; formal letters of acknowledgement and thank you letters are optional and should be mailed or emailed to your ASPCA Grant Officer.)

*** Requirements must be submitted through your ASPCA Grants account at: https://www.grantrequest.com/SID_900?SA=AM**

An explanation of additional grant requirements you may be asked to fulfill are described in Schedule 1 and on our website at aspcapro.org/grants.

You are required to provide additional information relating to this Grant upon the ASPCA's request. Such additional information may include but is not limited to: receipts (up to three years after the Grant end date), photographs, and press information. In addition, you are required to provide access to the ASPCA upon the ASPCA's request so that the ASPCA may conduct a site visit of your location(s) during standard business hours, or at a day and time mutually agreed upon by the ASPCA and the Grantee. The ASPCA will provide you with reasonable notice of any such request unless otherwise mutually agreed upon.

You may submit requirements upon completion at any point during the grant term. Organizations that fail to submit required documentation in a timely manner may jeopardize future grants and/or grant payments. Should you need a due date extension, please forward your request, prior to the due date, to joan.carlson-radabaugh@aspca.org with the requirement type (e.g. Final Report, Financial Report, etc.), an explanation for your request (including the reason for the anticipated delay) and your preferred new due date.

2. <u>Use of Grant Funds</u>. The ASPCA shall pay the Grant to the Grantee according to the following schedule:

Payment Number	Total # of Payments	Approximate Schedule Date	Amount
1	1	April 8, 2015	$1,300

The Project shall consist of the activities outlined in the Grant request submitted to the ASPCA ("Scholarship to Attend the 2015 HSUS Animal Care Expo"). The Project shall also include the following:

The Grantee agrees that it is the sole employer of all individuals who are compensated in whole or in part with Grant funds, or whose employment, fellowship or internship position arises in any way as a direct or indirect result of the Grant (each a "Funded Position"). The Grantee further agrees that it is exclusively responsible for the classification and engagement of any contractors whose fees and/or expenses are paid in whole or in part with Grant funds ("Funded Contractor").

Accordingly, the Grantee agrees that with respect to any Funded Position and/or any Funded Contractor, the Grantee is exclusively responsible for compliance with, and will comply with, any and all applicable federal, state and local employment laws, regulations and rules, including, but not limited to, any employer obligations to: (a) timely pay all wages or other compensation due; (b) withhold and remit employment taxes; (c) administer any required discipline; (d) provide insurance coverages; (e) prohibit discrimination or harassment based on any protected characteristic; and (f) provide any required leave or accommodation. The Grantee acknowledges and agrees that the parties to this Agreement are in the relationship of Grantor and Grantee, and the use of Grant funds for Funded Positions and/or Funded Contractors does not constitute a joint venture, affiliation, or joint employment relationship of any kind.

The Grantee acknowledges and agrees that the grant shall be used exclusively for costs incurred directly in connection with the Project and as set forth in this Agreement, and that failure to do so will result in the Grantee having to return the grant to the ASPCA within ten (10) days of the ASPCA's request to do so.

The Grantee hereby grants to the ASPCA a license to use the Grantee's name and trademarks on materials directly related to the activities of the Project and/or the Grant. The Grantee Key Contact is Ms. Gilda Nuñez (the "Grantee Key Contact"), and the Grantee Key Contact shall communicate with Joan Carlson Radabaugh (joan.carlson-radabaugh@aspca.org) monthly to review and evaluate the progress of the Project.

3. **Acknowledgment of ASPCA Support.** In consideration of the grant, the Grantee shall publicly acknowledge that the Project was made possible through a generous grant from the ASPCA and shall reference the ASPCA in all "Project Materials." "Project Materials" shall include, but not be limited to, all copy, script, text, graphics, photographs, video, audio, promotional and advertising materials, and all other editorial matter(s) or press releases relating to the Project. The Grantee shall submit the Project Materials for review and approval by the ASPCA Grant Officer prior to its inclusion in any materials prepared and intended to be distributed regarding the activities of the Project. No changes on the approved version of any Project Materials shall be instituted by the Grantee without the prior written approval of the ASPCA Grant Officer. The ASPCA hereby grants to the Grantee a license to use the ASPCA Trademarks on materials directly related to the activities of the Project. "ASPCA Trademarks" are: "ASPCA®", which must always appear in PMS 422 and 021, unless used in materials that are completely black and white in nature, in which case it may appear in black; and "The American Society for the Prevention of Cruelty to Animals®". The ASPCA has the right in its sole discretion to require the Grantee to remove all references to the ASPCA's involvement if the ASPCA determines that the Grantee is not fulfilling its obligations under this Agreement or if for any other reason the ASPCA determines that it is no longer in the ASPCA's best interest to be referenced in such manner.

Jpegs of the ASPCA logo are embedded below for your cut-and-paste use on your website or other collateral. Additional logos and badges can be found here: http://aspcapro.org/badges. Instructions regarding links to the ASPCA's website can be found at this URL: http://www.aspca.org/about-us/linking-policy.

For assistance regarding recognition of your Grant, including press releases, advisories, or general media outreach, please contact the ASPCA's Media Department at press@aspca.org. A suggested press release template is provided as Schedule 2 as a helpful guide. Social media tips are also provided on Schedule 3.

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2015 GRANT PROUD RECIPIENT ASPCA

4. Records. The Grantee will keep accurate books and records with respect to the grant in accordance with generally accepted accounting principles and business practices. The Grantee will maintain its books and records in such a manner that the receipts and expenditures of the Grant funds will be shown separately on such books and records in any easily checked form. The Grantee will keep records of receipts and expenditures made of Grant funds as well as copies of the reports submitted to the ASPCA and supporting documentation for at least three years after completion of the use of the Grant funds, and will furnish or make available such books, records, and supporting documentation to the ASPCA for inspection at reasonable times from the time of the Grantee's acceptance of the Grant through such period.

5. Maintenance of Tax-Exempt Status. In carrying out the Project, the Grantee shall comply with all applicable federal, state and local laws and regulations. If the Grantee is a 501(c)(3) organization, the Grantee certifies that it is in good standing with the Internal Revenue Service and shall notify the ASPCA immediately of any change in, or challenge by the Internal Revenue Service to, its status as a 501(c)(3) tax-exempt organization.

6. Termination. The ASPCA may, in its sole discretion (i) withhold payment of funds until in its opinion the situation has been corrected or (ii) declare the Grant terminated in any of the following circumstances:

(a) If, as the result of the consideration of reports and information submitted to it by the Grantee or from other sources, the ASPCA, in its sole discretion, determines that

continuation of the Project is not reasonably in furtherance of the ASPCA's mission to provide effective means for the prevention of cruelty to animals throughout the United States (the "ASPCA Mission") or that the Project is not being executed in substantial compliance with the grant request (or work plan as revised) or that the Grantee is incapable of satisfactorily completing the work of the Project;

(b) In the case of any violation by the Grantee of the terms and conditions of this Agreement;

(c) In the event of any change in, or challenge by the Internal Revenue Service to, the Grantee's status as a 501(c)(3) tax-exempt organization if applicable; or

(d) If it is revealed that, during the Project, the Grantee is or was involved in any activity or makes any statement disparaging of, or reflecting unfavorably upon the ASPCA, tarnishes the reputation of the ASPCA or is not in alignment with the ASPCA Mission.

If the ASPCA terminates the Grant, it shall so notify the Grantee, whereupon it, if so requested by the ASPCA, shall promptly refund and pay back to the ASPCA any unexpended balance of the Grant funds in the Grantee's hands or under its control.

Upon completion of the Project or termination of this Agreement for any reason, the ASPCA will withhold any further payments of Grant funds and the Grantee shall, at the option of the ASPCA, repay to the ASPCA any portion of the Grant funds that were not spent for the Project. All such determinations by the ASPCA under this Section 6 will be final, binding and conclusive upon the Grantee.

7. Future Funding. The Grantee acknowledges that the ASPCA and its representatives have made no actual or implied promise of funding except for the amounts specified in this Agreement. If any of the Grant funds are returned or if the Grant is rescinded, the Grantee acknowledges that the ASPCA will have no further obligation to the Grantee in connection with this Grant as a result of such return or rescission.

8. Modification. No amendment or modification of this Agreement shall be valid, unless made in writing and duly executed by the parties hereto.

9. Miscellaneous. This Agreement is intended to be binding upon the Grantee and the ASPCA. This Agreement represents the final agreement between the parties with respect to the subject matter hereto, and supersedes any and all prior agreements, written or oral, between the parties with respect to the matters contained herein. This Agreement is not intended to, nor shall it be deemed to create, any partnership or joint venture between the Grantee and the ASPCA. This Agreement shall be interpreted, governed by and construed in accordance with the internal laws of the State of New York, without regard to the conflict of laws principles thereof. The parties hereto acknowledge and consent to personal jurisdiction and venue exclusively in New York, New York with respect to any action or proceeding brought in connection with this Agreement. This Agreement may be executed by the parties hereto in counterparts, each of which, when executed and delivered, shall be deemed to be an original and all of which shall constitute together the same document.

By endorsing and depositing the Grant check, you represent and warrant that you are capable of binding the Grantee to the terms set forth in this Agreement.

We extend our best wishes to you for continued success and look forward to hearing about your accomplishments during the year. It is a pleasure to be among your current supporters.

Sincerely,

Michael Barrett
Vice President, ASPCA Grants

CC: grants@aspca.org

Schedule 1: Grant Reporting Requirements

We require ASPCA grantees to fulfill a variety of requirements based on the grant size and purpose. We make every effort to minimize the reporting burden on grantees while employing best practices in all of our grants programs.

Please follow these guidelines when submitting requirements:

- Submit ALL requirements online by logging into your ASPCA Grant Account at **https://www.grantrequest.com/SID_900?SA=AM**

- Please adhere to the due dates – you may submit fulfilled requirements at any point during the grant term. Should you need extra time to submit any particular requirement, please contact the ASPCA Contact on your award letter prior to the due date with 1) a request for a due date extension, 2) the preferred due date and 3) an explanation for the request.

Grantees will be asked to submit some or all of the following requirements:

- **Acknowledgement of Award Letter** – all grant awards in the amount of $5,000 or less must be acknowledged online as your official indication that you intend to use the funds as instructed in the grant agreement.
- **Final Report** – indication of results/outcomes and an analysis of your project plus an estimation or exact indication, if measurable, of the number of animals impacted by the grant. Narrative text entry and/or upload.
- **Financial Report/Receipts** – a comprehensive list of expenditures for which grant money had been used (typically best submitted in a spreadsheet). Financial Reports for projects that produce accurate, easily measurable outputs, such as targeted spay/neuter programs, should identify the cost per animal as part of a detailed report on the project. Receipts and/or invoices should be uploaded when appropriate.. Narrative text entry and/or upload.
- **Photos** – Generally, we ask for photos that show pictorial evidence of the intended use of funds; we may also ask for photos associated with human interest stories for promotional purposes. Narrative text entry for captions plus uploads.
- **Press Information** – links to or uploads of press releases, clips or links showing recognition of the ASPCA's grant for your project. You can also include stories, anecdotes, quotes, and social media posts that could be used for promotional purposes including human interest stories with accompanying photos. Narrative text entry and/or upload.
- **Progress Report** – an interim report designed to inform your grant officer on the status of the project. Narrative text entry and/or upload.
- **Signed Amendment** – occasionally the purpose or amount of a grant will change during the grant term. In some cases,this will require a signed amendment to the contract.
- **Signed Contract** – payments of all grant awards that exceed $5,000 are contingent upon your submission of two signed contracts mailed to ASPCA, Attn: Grants Department, 520 8th Avenue, 7th Floor, New York, NY 10018.
- **Site Visit** – indicates that a grant officer wishes to make a physical site visit of your facility during the grant term, sometimes as a condition of payment or to provide your organization with additional non-cash outreach and resources.

Schedule 2: Press Release Template (Optional)

Your Organization's Logo Here

[DATE]

Media Contact: [NAME]
[PHONE] / [EMAIL]

Headline

Subheader

[City], [State]—The [Organization] today announced (general information about the initiative/program/event/grant)

"Compelling opening statement about a problem," said Spokesperson, title. "Quote that includes more information about how the funding will assist in impacting animals." (Example: "Many families have sadly had to part with their pets in recent years as a result of the economic downturn," observes Jane Doe, director of shelter operations. "These funds will help expand our safety net program in order to keep more families together.")

Optional quote from the ASPCA (must contact ASPCA Media Department press@aspca.org)

Paragraph with detailed information about initiative/program/event/grant.

For more information, please visit [website].

About [Organization]

History and background of your organization.

###

Schedule 3: Social Media Tip Sheet for Grantees

Why Use Social Media?

Using social media tools such as Facebook, Twitter, YouTube, and blogs to spread the word about your organization and the great work it does can be a powerful and cost-effective strategy for capturing the attention of potential and existing adopters and donors. If you aren't already using social media, here are three of the most compelling reasons to do so:

- ***The potential reach of social media is immense.*** In contrast to more conventional publicity vehicles, such as printed advertisements, nearly everyone has equal access to your message, and your audiences can easily and immediately share that message with their audiences, helping it go exponentially farther. Social media tools make it easier to see who you're reaching and easier to interact with your constituents, and thereby build and strengthen connections with them.
- ***Social media tools are free.*** There is no cost to sign up for accounts on Facebook, Twitter, YouTube, or blogging sites such as WordPress or Blogger, which eliminates barriers to entry for cash-conscious organizations. Social-media-savvy volunteers can provide *pro bono* assistance in promoting your organization's work with these tools.
- ***Brevity is a virtue.*** In the social media realm, lengthy appeals can be counterproductive – usually a few words or lines, a brief story, a photo, or a video can be ideal for generating substantial interest in your efforts. There's no need to use every available social media platform – choose only the one(s) that best fit your organization's communication style.

ASPCA Grant Publicity Guidelines

Social media tools make it easy to share news about your ASPCA grant and the project it is supporting! Updates on your successes that engage readers, along with clear and colorful photos and videos that showcase those successes, will help your group to attract more followers. We encourage you to publicize your funded project – and if you do, please loop in your grant officer to let him/her know!

Connect with us...

...on Twitter at @aspca and @aspcapro
Using the #aspcagrants hashtag to share news of your ASPCA grant and its impact makes it easy for adopters and donors across the Twitterverse to catch wind of your success, whether or not they're already followers.

...on Facebook at facebook.com/aspca and facebook.com/ASPCApro
Becoming a "fan" of ours and creating a "fan" page of your own makes it easy for the ASPCA, other organizations, and the general public to learn about your organization and the great work you do, and to share your success with others. We hope you'll "like" us!

...on YouTube at youtube.com/ASPCA and youtube.com/ASPCApro
Many smartphones make it easy to shoot and upload videos to YouTube, which provides a powerful platform for your audiences to literally see your work in action. Subscribe to the ASPCA's channel and see how other animal welfare organizations are using YouTube to bring their efforts to life.

Resources

- **ASPCAPro Resource Library** (http://www.aspcapro.org/resource-library) – This repository of articles, tip sheets, and webinars has been developed specifically to serve the needs of our grantees.
- ***The Social Animal*** (http://www.thesocialanimal.com/) – A blog focused on helping animal welfare advocates use social media tools to accomplish their mission more effectively.
- ***Beth Kanter's Blog*** (http://www.bethkanter.org/) – A blog focused on helping nonprofits use social media and other digital tools to achieve social change.

Stage 1 of 1 Proposal for Animal Welfare Scholarships and Stipends

Organization

Please review the information below for accuracy and edit accordingly. You may return to your application at any time by clicking the "Save and Finish Later" button at the end of the application.

Please DO NOT type in all-caps.

Solicited or Unsolicited
Please select whether this application is unsolicited or solicited (formally requested). By solicited, we mean that the application was explicitly requested by an ASPCA employee. This is for internal tracking purposes only and will not affect your review. Solicited If an ASPCA employee solicited (formally requested) you submit this request, please list their name here. If not, leave blank. Joan Carlson-Radabaugh

Organizational Information
Organization Name Miami-Dade Animal Services Mailing Address - Street 7401 NW 74th Street City: Miami State: FL Postal Code: 33166 Phone No hyphens, e.g. 2128767700 305-418-7128 Fax no hyphens - e.g. 2128767700 Web Site (required for ALL applicants) If you are a governmental organization and do not have a specific website for your department, enter the main web address. http://www.miamidade.gov/animals/ Federal Tax ID/Employer Identification Number (EIN) No hyphens

596000573

Tax Status
Governmental (Municipality/County)

Organization Type
Shelter (Governmental)

Contacts

Primary Contact Person for this Request

Prefix	First Name	Last Name	Suffix
e.g. Ms., Mr., Dr. Ms.	Gilda	Nuñez	<None>

Title
Chief, Outreach and Development

Phone
No hyphens, e.g. 2128767700
305-418-7128

E-mail
gxn@miamidade.gov

Head of Organization (only if different from above)

Prefix	First Name	Last Name	Suffix
e.g. Ms., Mr., Dr. Mr.	Alex	Muñoz	<None>

Title
Director

Phone
No hyphens, e.g. 2128767700
305-418-7188

E-mail
am13@miamidade.gov

Proposal

Project Information

Project Title
Please provide a short, descriptive title for this request, e.g. Stipend for travel to the 3rd Annual Nebraska Veterinary Conference
Scholarship to Attend the 2015 HSUS Animal Care Expo

Request Amount
e.g. 1000
1272

Total Project Cost
e.g. 5000
1483

Project Description
Provide a detailed description of your request in 250 words or less, including the purpose, the date(s), name(s) and the number of people for which the scholarship(s) will be used.
Grant funds will be used to support the attendance of ASD's new Chief of Outreach and Development, Ms. Gilda Nunez. The Chief of Outreach and Development oversees all of ASD's marketing and grant development efforts. Ms. Nunez will benefit from attending the HSUS Animal Care Expo by expanding her knowledge of animal welfare issues and contributing to increasing ASD's ability to raise awareness of the shelter's programs and services.

Dates of Attendance: 3/29/15-4/2/15

Budget Justification
Please list any estimated or actual costs for line items such as travel, registration, lodging, ground transportation, and meals.
Estimated Costs:
Air Travel: $400.00
Ground Transportation: $40.00
Lodging: $632.00
Registration: $200.00
Total Estimated Cost: $1,272.00

Geographical Area Served (for this request ONLY)
Choose your domicile location in the FIRST drop-down. You may choose additional locations if this scholarship will benefit your work outside of your own state.
FL-Miami Partner

Population Served (for THIS request)
You may choose more than one, but ONLY select those who will benefit or be served by THIS request.
Animal Welfare Professionals
Cats
People/General Public
Dogs
Program Area
Please select the program area most closely aligned with THIS funding request.
Scholarships/Stipends for Training/Education (Shelter Outreach)

Type of Support
Scholarship/Scholarship Fund/Stipend

Programs and Services
Briefly describe the types of programs your organization provides the community it serves (in 100 words or less).
Miami-Dade County Animal Services is an open-admission County shelter providing the community with mobile adoption events, foster, rescue partnerships, pet retention programs, transfer and transport partnerships, grant programs, volunteer programs, free and low cost sterilization services, and a TNR program for free roaming community cats.

Impact of Request on Animals (if known) and Animal Welfare Professionals

If you receive the FULL grant amount requested, approximately how many animals and animal welfare professionals will THIS grant impact? Fill in a number for each category. Enter -0- (zero) if the category does not apply.

Animal Welfare Professionals
1

Cats Dogs Equines

Farm Animals Birds Rabbits

Wildlife Other Animals

Please Note

If this grant request is approved, please indicate the status of your current cash reserves or available credit to cover the costs of your proposed project while waiting for payment from the ASPCA.
Please note that the review process may take a number of weeks. If funded, the payment process may also require additional time.
Cash and Credit Available

By submitting a letter of inquiry and/or an application for an ASPCA grant, you agree to allow the ASPCA to utilize the information submitted on such letter of inquiry/application in any way it deems appropriate to support its mission to prevent cruelty to animals. Such uses may include, but are not limited to, reproducing such information in print or on the ASPCA website and/or allowing third parties to access such information.

Attachments

Title	File Name
Form 990 / W-9 / IRS Letter of Determination	MDC - IRS Federal ID Designation.pdf

Files attached to this form may be deleted 120 days after submission.

ASPCA COPY

GRANT AGREEMENT REFERENCE:

NAME: Miami-Dade Animal Services
PROJECT: ASPCA Mega Match-a-thon Presented by Subaru
AMOUNT: $10,000.00
GRANT NUMBER: 2015-0818
GRANT TERM: August 25, 2015 - November 25, 2015
ASPCA GRANT OFFICER: Lanie Anton

GRANT ACCOUNT LOGIN: https://www.grantrequest.com/SID_900?SA=AM

August 25, 2015

Ms. Sandy Acosta Cox
Miami-Dade Animal Services
7401 NW 74th Street
Miami, FL 33166

Dear Ms. Acosta Cox,

The American Society for the Prevention of Cruelty to Animals (the "ASPCA") is deeply honored to be able to grant to Miami-Dade Animal Services (the "Grantee," and together with the ASPCA, the "parties" and each a "party") the amount of $10,000.00 (the "Grant"). These funds are designated for the purpose set forth below and as outlined in your grant request and as further described in this agreement (this "Agreement") and, if applicable, its amendments: ASPCA Mega Match-a-thon Presented by Subaru (the "Project").

Unless otherwise noted in the payment schedule below, the ASPCA shall pay the grant to the Grantee approximately two to six weeks following receipt of the signed original contract, including all pages. By endorsing and depositing the Grant check, you represent and warrant that Grantee will meet the obligations specified in this Agreement.

Intending to be legally bound and in consideration of the Grant provided to the Grantee and the desire of the Grantee to conduct the Project, the parties hereby agree to the following terms and conditions as of the first date listed above (the "Effective Date"):

1. Grantee Requirements.

Type	Notes	Schedule Date
Signed Contract		September 25, 2015
Final Report		November 25, 2015

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Financial Report/Receipts		November 25, 2015
Photographs		November 25, 2015
Press Information		November 25, 2015

The Grantee shall communicate with Lanie Anton (lanie.anton@aspca.org) (the "ASPCA Grant Officer") according to the schedule and additional instructions (if applicable) to review and evaluate the use of the Grant funds. Requirements must be submitted through your ASPCA Grants account at: https://www.grantrequest.com/SID_900?SA=AM

An explanation of additional grant requirements you may be asked to fulfill are described in Schedule 1 and on our website at aspcapro.org/grants.

You are required to provide additional information relating to this Grant upon the ASPCA's request. Such additional information may include but is not limited to: receipts (up to three years after the Grant end date), photographs, and press information. In addition, you are required to provide access to the ASPCA upon the ASPCA's request so that the ASPCA may conduct a site visit of your location(s) during standard business hours, or at a day and time mutually agreed upon by the ASPCA and the Grantee. The ASPCA will provide you with reasonable notice of any such request unless otherwise mutually agreed upon.

You may submit requirements upon completion at any point during the grant term. Organizations that fail to submit required documentation in a timely manner may jeopardize future grants and/or grant payments. Should you need a due date extension, please forward your request, prior to the due date, to lanie.anton@aspca.org with the requirement type (e.g. Final Report, Financial Report, etc.), an explanation for your request (including the reason for the anticipated delay) and your preferred new due date.

2. Use of Grant Funds. The ASPCA shall pay the Grant to the Grantee according to the following schedule:

Payment Number	Total # of Payments	Approximate Schedule Date	Amount
1	1	August 25, 2015	$10,000

Please note that payment is contingent upon our receipt of the signed contract, including all pages of the Agreement and original signature on the Agreement, from you. The ASPCA will not advance Grant funds until all required documents have been received and reviewed. Please return the originally executed agreement as soon as possible in order to expedite payment.

The Project shall consist of the activities outlined in the Grant request submitted to the ASPCA ("ASPCA Mega Match-a-thon Presented by Subaru"). The Project shall also include the following:

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The Grantee agrees that it is the sole employer of all individuals who are compensated in whole or in part with Grant funds, or whose employment, fellowship or internship position arises in any way as a direct or indirect result of the Grant (each a "Funded Position"). The Grantee further agrees that it is exclusively responsible for the classification and engagement of any contractors whose fees and/or expenses are paid in whole or in part with Grant funds ("Funded Contractor"). Accordingly, the Grantee agrees that with respect to any Funded Position and/or any Funded Contractor, the Grantee is exclusively responsible for compliance with, and will comply with, any and all applicable federal, state and local employment laws, regulations and rules, including, but not limited to, any employer obligations to: (a) timely pay all wages or other compensation due; (b) withhold and remit employment taxes; (c) administer any required discipline; (d) provide insurance coverages; (e) prohibit discrimination or harassment based on any protected characteristic; and (f) provide any required leave or accommodation. The Grantee acknowledges and agrees that the parties to this Agreement are in the relationship of Grantor and Grantee, and the use of Grant funds for Funded Positions and/or Funded Contractors does not constitute a joint venture, affiliation, or joint employment relationship of any kind.

The Grantee acknowledges and agrees that the grant shall be used exclusively for costs incurred directly in connection with the Project and as set forth in this Agreement, and that failure to do so will result in the Grantee having to return the grant to the ASPCA within ten (10) days of the ASPCA's request to do so.

The Grantee agrees that at no time will any funds it receives from the ASPCA be used to attempt to influence the outcome of any selection, nomination, election, or appointment of any individual to any public office or office of a political organization within the meaning of Internal Revenue Code Section 527(e)(2), and shall furthermore not use any of the funds it receives from the ASPCA to participate in, or intervene in (including the publishing or distributing of statements) any political campaign on behalf of (or in opposition to) any candidate for public office.

The Grantee hereby grants to the ASPCA a license to use the Grantee's name and trademarks on materials directly related to the activities of the Project and/or the Grant. The Grantee Key Contact is Ms. Sandy Acosta Cox (the "Grantee Key Contact"), and the Grantee Key Contact shall communicate with Lanie Anton (lanie.anton@aspca.orglaniea@aspca.org, (973) 628-9494laniea@aspca.org, (973) 628-9494) monthly to review and evaluate the progress of the Project.

3. <u>Acknowledgment of ASPCA Support</u>. In consideration of the grant, the Grantee shall publicly acknowledge that the Project was made possible through a generous grant from the ASPCA and shall reference the ASPCA in all "Project Materials." "Project Materials" shall include, but not be limited to, all copy, script, text, graphics, photographs, video, audio, promotional and advertising materials, and all other editorial matter(s) or press releases relating to the Project. The Grantee shall submit the Project Materials for review and approval by the ASPCA Grant Officer prior to its inclusion in any materials prepared and intended to be distributed regarding the activities of the Project. No changes on the approved version of any Project Materials shall be instituted by the Grantee without the prior written approval of the ASPCA Grant Officer. The ASPCA hereby grants to the Grantee a license to use the ASPCA Trademarks on materials directly related to the activities of the Project. "ASPCA Trademarks"

are: "ASPCA®", which must always appear in PMS 422 and 021, unless used in materials that are completely black and white in nature, in which case it may appear in black; and "The American Society for the Prevention of Cruelty to Animals®". The ASPCA has the right in its sole discretion to require the Grantee to remove all references to the ASPCA's involvement if the ASPCA determines that the Grantee is not fulfilling its obligations under this Agreement or if for any other reason the ASPCA determines that it is no longer in the ASPCA's best interest to be referenced in such manner.

Jpegs of the ASPCA logo are embedded below for your cut-and-paste use on your website or other collateral. Additional logos and badges can be found here: http://aspcapro.org/badges. Instructions regarding links to the ASPCA's website can be found at this URL: http://www.aspca.org/about-us/linking-policy.

For assistance regarding recognition of your Grant, including press releases, advisories, or general media outreach, please contact the ASPCA's Media Department at press@aspca.org. A suggested press release template is provided as Schedule 2 as a helpful guide. Social media tips are provided on Schedule 3.

MADE POSSIBLE BY
A GRANT FROM THE ASPCA

MADE POSSIBLE BY
A GRANT FROM THE ASPCA

2015 GRANT
PROUD RECIPIENT
ASPCA

4. Records. The Grantee will keep accurate books and records with respect to the grant in accordance with generally accepted accounting principles and business practices. The Grantee will maintain its books and records in such a manner that the receipts and expenditures of the Grant funds will be shown separately on such books and records in any easily checked form. The Grantee will keep records of receipts and expenditures made of Grant funds as well as copies of the reports submitted to the ASPCA and supporting documentation for at least three years after completion of the use of the Grant funds, and will furnish or make available such books, records, and supporting documentation to the ASPCA for inspection at reasonable times from the time of the Grantee's acceptance of the Grant through such period.

5. Maintenance of Tax-Exempt Status. In carrying out the Project, the Grantee shall comply with all applicable federal, state and local laws and regulations. If the Grantee is a 501(c)(3) organization, the Grantee certifies that it is in good standing with the Internal Revenue Service and shall notify the ASPCA immediately of any change in, or challenge by the Internal Revenue Service to, its status as a 501(c)(3) tax-exempt organization.

6. Termination. The ASPCA may, in its sole discretion (i) withhold payment of funds until in its opinion the situation has been corrected or (ii) declare the Grant terminated in any of the following circumstances:

(a) If, as the result of the consideration of reports and information submitted to it by the Grantee or from other sources, the ASPCA, in its sole discretion, determines that continuation of the Project is not reasonably in furtherance of the ASPCA's mission to provide effective means for the prevention of cruelty to animals throughout the United States (the "ASPCA Mission") or that the Project is not being executed in substantial compliance with the grant request (or work plan as revised) or that the Grantee is incapable of satisfactorily completing the work of the Project;
(b) In the case of any violation by the Grantee of the terms and conditions of this Agreement;
(c) In the event of any change in, or challenge by the Internal Revenue Service to, the Grantee's status as a 501(c)(3) tax-exempt organization if applicable; or
(d) If it is revealed that, during the Project, the Grantee is or was involved in any activity or makes any statement disparaging of, or reflecting unfavorably upon the ASPCA, tarnishes the reputation of the ASPCA or is not in alignment with the ASPCA Mission.

If the ASPCA terminates the Grant, it shall so notify the Grantee, whereupon it, if so requested by the ASPCA, shall promptly refund and pay back to the ASPCA any unexpended balance of the Grant funds in the Grantee's hands or under its control.

Upon completion of the Project or termination of this Agreement for any reason, the ASPCA will withhold any further payments of Grant funds and the Grantee shall, at the option of the ASPCA, repay to the ASPCA any portion of the Grant funds that were not spent for the Project. All such determinations by the ASPCA under this Section 6 will be final, binding and conclusive upon the Grantee.

7. Future Funding. The Grantee acknowledges that the ASPCA and its representatives have made no actual or implied promise of funding except for the amounts specified in this Agreement. If any of the Grant funds are returned or if the Grant is rescinded, the Grantee acknowledges that the ASPCA will have no further obligation to the Grantee in connection with this Grant as a result of such return or rescission.

8. Modification. No amendment or modification of this Agreement shall be valid, unless made in writing and duly executed by the parties hereto.

9. Miscellaneous. This Agreement is intended to be binding upon the Grantee and the ASPCA. This Agreement represents the final agreement between the parties with respect to the subject matter hereto, and supersedes any and all prior agreements, written or oral, between the parties

with respect to the matters contained herein. This Agreement is not intended to, nor shall it be deemed to create, any partnership or joint venture between the Grantee and the ASPCA. This Agreement shall be interpreted, governed by and construed in accordance with the internal laws of the State of New York, without regard to the conflict of laws principles thereof. The parties hereto acknowledge and consent to personal jurisdiction and venue exclusively in New York, New York with respect to any action or proceeding brought in connection with this Agreement. This Agreement may be executed by the parties hereto in counterparts, each of which, when executed and delivered, shall be deemed to be an original and all of which shall constitute together the same document.

If the terms and conditions of this Agreement are acceptable, please sign this Agreement and return it to us. By signing this Agreement, you represent and warrant that you are capable of binding the Grantee to the terms set forth in this Agreement.

SIGNATURE PAGE BELOW

GRANT NUMBER: 2015-0818
GRANT AMOUNT: $10,000.00

Sincerely,
THE AMERICAN SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

_____
Sarah Levin Goodstine
Senior Vice President of Operations

OR

_____
Julie Morris
Senior Vice President
Community Outreach

OR

_____
Michael Barrett
Vice President
ASPCA Grants

OR

_____
Adam Liebling
Director of Grants Management
ASPCA Grants

ACCEPTED AND AGREED:

Miami-Dade Animal Services

By (signature of CEO/President/Director): _____

Name: Director, Alex Muñoz
Title: President/CEO/Executive Director (circle one or add actual title after name)

Schedule 1: Grant Reporting Requirements

We require ASPCA grantees to fulfill a variety of requirements based on the grant size and purpose. We make every effort to minimize the reporting burden on grantees while employing best practices in all of our grants programs.

Please follow these guidelines when submitting requirements:

- Submit ALL requirements online by logging into your ASPCA Grant Account at https://www.grantrequest.com/SID_900?SA=AM

- Please adhere to the due dates – you may submit fulfilled requirements at any point during the grant term. Should you need extra time to submit any particular requirement, please contact the ASPCA Contact on your award letter prior to the due date with 1) a request for a due date extension, 2) the preferred due date and 3) an explanation for the request.

Grantees will be asked to submit some or all of the following requirements:

- **Acknowledgement of Award Letter** – all grant awards in the amount of $5,000 or less must be acknowledged online as your official indication that you intend to use the funds as instructed in the grant agreement.
- **Final Report** – indication of results/outcomes and an analysis of your project plus an estimation or exact indication, if measurable, of the number of animals impacted by the grant. Narrative text entry and/or upload.
- **Financial Report/Receipts** – a comprehensive list of expenditures for which grant money had been used (typically best submitted in a spreadsheet). Financial Reports for projects that produce accurate, easily measurable outputs, such as targeted spay/neuter programs, should identify the cost per animal as part of a detailed report on the project. Receipts and/or invoices should be uploaded when appropriate.. Narrative text entry and/or upload.
- **Photos** – Generally, we ask for photos that show pictorial evidence of the intended use of funds; we may also ask for photos associated with human interest stories for promotional purposes. Narrative text entry for captions plus uploads.
- **Press Information** – links to or uploads of press releases, clips or links showing recognition of the ASPCA's grant for your project. You can also include stories, anecdotes, quotes, and social media posts that could be used for promotional purposes including human interest stories with accompanying photos. Narrative text entry and/or upload.
- **Progress Report** – an interim report designed to inform your grant officer on the status of the project. Narrative text entry and/or upload.
- **Signed Amendment** – occasionally the purpose or amount of a grant will change during the grant term. In some cases,this will require a signed amendment to the contract.
- **Signed Contract** – payments of all grant awards that exceed $5,000 are contingent upon your submission of two signed contracts mailed to ASPCA, Attn: Grants Department, 520 8th Avenue, 7th Floor, New York, NY 10018.
- **Site Visit** – indicates that a grant officer wishes to make a physical site visit of your facility during the grant term, sometimes as a condition of payment or to provide your organization with additional non-cash outreach and resources.

Schedule 2: Press Release Template (Optional)

Your Organization's Logo Here

[DATE]

Media Contact: [NAME]
[PHONE] / [EMAIL]

Headline

Subheader

[City], [State]—The [Organization] today announced (general information about the initiative/program/event/grant)

"Compelling opening statement about a problem," said Spokesperson, title. "Quote that includes more information about how the funding will assist in impacting animals." (Example: "Many families have sadly had to part with their pets in recent years as a result of the economic downturn," observes Jane Doe, director of shelter operations. "These funds will help expand our safety net program in order to keep more families together.")

Optional quote from the ASPCA (must contact ASPCA Media Department press@aspca.org)

Paragraph with detailed information about initiative/program/event/grant.

For more information, please visit [website].

About [Organization]

History and background of your organization.

###

Schedule 3: Social Media Tip Sheet for Grantees

Why Use Social Media?

Using social media tools such as Facebook, Twitter, YouTube, and blogs to spread the word about your organization and the great work it does can be a powerful and cost-effective strategy for capturing the attention of potential and existing adopters and donors. If you aren't already using social media, here are three of the most compelling reasons to do so:

- *The potential reach of social media is immense.* In contrast to more conventional publicity vehicles, such as printed advertisements, nearly everyone has equal access to your message, and your audiences can easily and immediately share that message with their audiences, helping it go exponentially farther. Social media tools make it easier to see who you're reaching and easier to interact with your constituents, and thereby build and strengthen connections with them.
- *Social media tools are free.* There is no cost to sign up for accounts on Facebook, Twitter, YouTube, or blogging sites such as WordPress or Blogger, which eliminates barriers to entry for cash-conscious organizations. Social-media-savvy volunteers can provide *pro bono* assistance in promoting your organization's work with these tools.
- *Brevity is a virtue.* In the social media realm, lengthy appeals can be counterproductive – usually a few words or lines, a brief story, a photo, or a video can be ideal for generating substantial interest in your efforts. There's no need to use every available social media platform – choose only the one(s) that best fit your organization's communication style.

ASPCA Grant Publicity Guidelines

Social media tools make it easy to share news about your ASPCA grant and the project it is supporting! Updates on your successes that engage readers, along with clear and colorful photos and videos that showcase those successes, will help your group to attract more followers. We encourage you to publicize your funded project – and if you do, please loop in your grant officer to let him/her know!

Connect with us...

...on Twitter at @aspca and @aspcapro
Using the #aspcagrants hashtag to share news of your ASPCA grant and its impact makes it easy for adopters and donors across the Twitterverse to catch wind of your success, whether or not they're already followers.

...on Facebook at facebook.com/aspca and facebook.com/ASPCApro
Becoming a "fan" of ours and creating a "fan" page of your own makes it easy for the ASPCA, other organizations, and the general public to learn about your organization and the great work you do, and to share your success with others. We hope you'll "like" us!

...on YouTube at youtube.com/ASPCA and youtube.com/ASPCApro
Many smartphones make it easy to shoot and upload videos to YouTube, which provides a powerful platform for your audiences to literally see your work in action. Subscribe to the ASPCA's channel and see how other animal welfare organizations are using YouTube to bring their efforts to life.

Resources

- ASPCAPro Resource Library (http://www.aspcapro.org/resource-library) – This repository of articles, tip sheets, and webinars has been developed specifically to serve the needs of our grantees.
- *The Social Animal* (http://www.thesocialanimal.com/) – A blog focused on helping animal welfare advocates use social media tools to accomplish their mission more effectively.
- *Beth Kanter's Blog* (http://www.bethkanter.org/) – A blog focused on helping nonprofits use social media and other digital tools to achieve social change.

Stage 1 of 1 Proposal for ASPCA Mega Match-a-thon 2015

Organization

Please review the information below for accuracy and edit accordingly. You may return to your application at any time by clicking the "Save and Finish Later" button at the end of the application.

Please DO NOT use all capital letters.

Solicited or Unsolicited

Please select whether this application is unsolicited or solicited (formally requested).
By solicited, we mean that the application was explicitly requested by an ASPCA employee.
This is for internal tracking purposes only and will not affect your review.
Solicited

If an ASPCA employee solicited (formally requested) you submit this request, please list their name here. If not, leave blank.
Your response is for internal routing purposes only and will not affect your review.
Joan Carlson Radabaugh

Organizational Information

Organization Name
Miami-Dade Animal Services

Mailing Address - Street
7401 NW 74th Street

City	State	Postal Code
Miami	FL	33166

Phone
No hyphens, e.g. 2128767700
3054187106

Fax
No hyphens, e.g. 2128767700

Web Site
If you are a governmental organization and do not have a specific website for your department, enter the main web address.
http://www.miamidade.gov/animals/

Federal Tax ID/Employer Identification Number (EIN)
No hyphens

Tax Status
Governmental (Municipality/County)

596000573

Organization Type
Shelter (Governmental)

Physical Address (ONLY if different than mailing address)
Include address, city, state and zip/postal code. Leave blank if physical and mailing address are the same.

Finances, Facility, and Personnel

Total Organizational Budget (Current Year)
16,564,192

Total Organizational Budget (Last Year)
If this is your first year of operation, enter zero.
14,095,585

Total Organizational Budget (Two Years Prior)
If this is your first year of operation, enter zero.
11,583,479

Financial Health
1 or more years of operating expenses

In what year was your agency/organization incorporated?
1960

Number of Full-Time Staff
148

Number of Part-Time Staff
9

Number of Veterinarians on Staff
5

Number of Vet Technicians on Staff
24

Number of Current Active Volunteers
120

Maximum Holding Capacity for Felines
85

Maximum Holding Capacity for Canines
290

Maximum Holding Capacity for Other Animals
0

If holding capacity is for animals in addition to or other than cats or dogs, please list types of animals.

Disposition of Animals During the Previous 12 Months (Total Numbers)

Total Feline Intake
Enter the sum of felines entering your facility from all sources, including transfers from other agencies. A feline that is returned within 30 days of being adopted should be counted as one intake.
13,771

Felines Adopted
1,831

Total Canine Intake
Enter the sum of canines entering your facility from all sources, including transfers from other agencies. A canines returned within 30 days of being adopted should be counted as one intake.
16,210

Canines Adopted
7,358

Spay/Neuter Protocols

Percent of animals neutered before placement:
65

Youngest age that animals are spayed/neutered:
(In months)
3

Lightest weight that animals are spayed/neutered:
(In pounds)
3

Contacts

Primary Contact Person for This Request

Prefix	First Name	Last Name	Suffix
e.g. Ms., Mr., Dr.	Sandy	Acosta Cox	<None>
Ms.			

Title

Grants Coordinator

E-mail
sacostacox@miamidade.gov

Head of Organization - complete ONLY if different from above.

Prefix	First Name	Last Name	Suffix
e.g. Ms., Mr., Dr.	Alex	Muñoz	<None>
Mr.			

Title
Director

E-mail
AM13@miamidade.gov

Proposal

Request Information

Project Title
ASPCA Mega Match-a-thon Presented by Subaru

Request Amount
e.g. 5000
10000

Total Project Cost
e.g. 20000
40000

Budget Justification
List estimated or actual costs to justify the amount requested. Please also note the cost per animal. You may include a budget on the Attachments page. If the total project cost is higher than the amount requested, please explain how the project will be fully funded.
As a county government agency, Miami-Dade County Animal Services Department (ASD) utilizes the resources available to it to capitalize on every dollar spent. Using established vendors with the County government, ASD ensures receiving the most affordable quotes from all pertinent vendors, as well as acquiring a highly visible venue free of charge through the County's Parks and Recreation Department. Funds requested from the ASPCA will be utilized to create the optimum conditions for all adoptable pets being brought to the event by ASD and our ASPCA Community Partners Humane Society of Greater Miami (HSGM) and The Cat Network (TCN), and create a comfortable atmosphere for potential adopters. ASPCA funds will go towards supplying air-conditioned tents, necessary to offset heat, provide shade, and protect from inclement weather due to the tropical South Florida environment. Additional resources will be provided by ASD to cover the cost of creating a hospitable environment throughout the event for our pets and adopters, as well as communications equipment,

security, marketing, and other costs, as needed. ASD anticipates contributing over $40K towards the 2015 Mega Match-a-thon based on last year's event. In 2014, ASD contributed over $26K in supplies and services towards the 2014 Mega Match-a-thon, and over $10K in marketing costs (2014 Mega Match-a-thon budget uploaded as an attachment to this application). ASD will attempt every possible effort to secure participation by local vendors working in animal welfare, providing new pet owners with additional resources and information in the care of their forever friend

Event Details - Location, Dates, and Hours
Note the proposed location, date(s), and hours for the event.
The event will be an outdoor event held over a 24 hour period over October 9th and 10th, 2015 at Tropical Park located at 7900 SW 40th Street in Miami-Dade County.

Event Details - Project Leader
If different from the primary contact for this request, please list the name, phone number and email of the project leader for the proposed event. If the same, please type in "Same"
Lorna Mejia

Event Details - Adoption Goal
Include the adoption goal number for the event (by species) and the basis for the goal, i.e. how you arrived at your goal number.
Based on previous year's performance, ASD anticipates an adoption goal of 30 Cats and 270 Dogs. In 2014, we focused on high-risk and special need cases and secured 274 adoptions, meeting 91% of our adoption goal. This year we anticipate meeting 100% of our goal, especially as all pets homed with our successful Foster Ambassadors (currently at 76) will participate, as well as others housed with Foster Parents. With this, we expect to meet the goal of 300 adoptions by the end of the event.

Event Details - Cost Per Animal
Use the Request Amount and Adoption Goal Number to arrive at a cost per animal.
$33

Event Details - Collaborators
For all agencies collaborating with you for this event, please list their names, addresses, URL's, and contact information, including phone number and email.
With the support and encouragement of the ASPCA, ASD enjoys a collaborative partnership with two local entities as Community Partners, the Humane Society of Greater Miami (HSGM) and The Cat Network (TCN). HSGM and TCN will be provided with air conditioned tents for

their adoptable pets and full access to all resources being secured for the event. Their contact information is:

Laurie Hoffman
Executive Director
Humane Society of Greater Miami
16101 West Dixie Highway
North Miami Beach, FL 33160
www.humanesocietymiami.org
Tel: 305-749-1815
Fax: 305-696-4434
e-mail: laurie@humanesocietymiami.org

Karen D. Rundquist, Esq.
President
P.O. Box 347228
Miami, FL 33234-7228
Email: info@thecatnetwork.org
Telephone: (305) 255-3482

Event Details - Volunteers - Preparation
How many volunteers (including from collaborating organizations) do you anticipate will participate in the preparation for the event?
50

Event Details - Volunteers - On Site

How many volunteers (including from collaborating organizations) do you anticipate will assist with staffing the actual event?
200

Event Details - Marketing & Media
How will your organization and collaborators (if applicable) market the event and involve media in the event?
ASD will advertise the event in English and Spanish through print, outdoor, radio and online advertisements; flyers, palm cards and posters distributed at various County facilities and at adoption and/or spay/ neuter events leading up to the event date. The event will also be promoted on ASD's and Miami-Dade County social media platforms, the Miami-Dade County employee e-newsletter reaching 26,000 employees, the "Here's your weekly update" from the Miami-Dade web portal, and the "What's new e-Newsletter" sent to Portal Subscribers. Press releases will be followed by media pitches and mentions in all radio and/or television appearances through local news affiliates, especially those with which ASD partners, such as NBC6 and TELEMUNDO51. ASD partners HSGM and TCN will be encouraged to reach out to media and secure PSAs regarding the event.

Event Details - Sponsorships & Partnerships
How will you secure sponsorships/partnerships/in-kind donations to keep costs down and increase promotion? For example: donated space, donated tents, a major donor paying for part/all of some number of adoptions, a media partner, etc. Please explain.
ASD will also approach other local partners, such as PetSmart, PetCo, PetSupermarket , the South Florida Vet Foundation, and others to set up booths offering information regarding their products and services to Miami-Dade County.

Event Description - Evaluation
Explain how you will measure the success of the event.
Ultimately, the success of our event is measured by the number of adoptions completed at the event. However, to add a bit of context to this year's event, ASD will utilize volunteers to count the number of attendees and conduct random surveys of the events attendants and vendors. This will help capture a greater feel for the overall success for the event, as well as attitudes or perceptions that the event may have changed, particularly of ASD's work in the community and its partnership with the ASPCA, HSGM and TCN. ASD would welcome any guidance from the ASPCA on this.

Geographical Area Served (for THIS request ONLY)
Choose your domicile location in the FIRST drop-down. You may choose additional locations if this grant would benefit your work outside of your own state.
FL

Population Served (for THIS request)
You may choose more than one, but ONLY select those populations that will be served by THIS request. For example, if your organization provides services for cats and dogs, but your request is for dog kennels, you should choose "Dogs" ONLY.
Cats
Dogs

Impact of Request on Animals

If you receive the FULL grant amount, approximately how many animals will this grant impact? Fill in a number for each category. Enter -0- (zero) if the category does not apply.

Cats Dogs

30 270

Programs and Services

Programs and Services
Briefly describe the types of programs your organization provides the community it serves (in 100 words or less).
The Department is an open admission shelter serving all of Miami-Dade County seven days per week. Programs offered include low cost spay/neuter for owned pets, vaccination, microchip, and licensing clinic, as well as adoptions, rescue, transport, foster program, volunteer program and offsite adoptions. The Department is responsible for animal control as well, responding to complaints of stray, injured, tethered and police cases as well as dangerous dogs, animal cruelty, pet store/breeder violations, and animal bites to a person.

Funding Sources
Briefly describe your fundraising program: explain how and from what sources you raise funds - individual donors, major donors, events, foundations, etc.
The Department raises funds through donations to the Animal Services Trust Fund. The convenience of online donations as well as payroll deduction for all county employees are offered, as well.

Previous Year Grants
List grants received in the past 12 months or previous fiscal year. Include amount, purpose and grantor. You may also upload this list on the last page of the application (indicate intention in the box below).
Please see uploaded list.

Spay/Neuter Policy
Briefly describe your spay/neuter policy, program, and follow-up procedures in 100 words or less.
All pets meeting the weight and health criteria are sterilized prior to adoption, rescue or transport. Animals being released to adopters or local rescues not meeting the weight or health requirements are released with a spay/neuter agreement which requires a refundable deposit to be placed in the amount of $50 per animal to ensure the return of the pet within 30 days for sterilization. Enforcement officers conduct follow up inspections and cite in the amount of $500 if necessary to force compliance.

Vaccination Policy
For which diseases do you routinely vaccinate and test? At what point during the animal's stay do you vaccinate? Please describe in 100 words or less.
All dogs are vaccinated at intake against DHPP and Bordetella, tested for heartworm (If over 6 months), dewormed, microchipped and have topical flea/tick treatment applied. Once selected for adoption rabies vaccine is administered.

References

List professionals such as a veterinarian, persons from organizations with which you collaborate, or others who have firsthand knowledge of your organization. Be sure to include email addresses.

Veterinarian Name
Cynda Crawford

Vet Email
crawfordc@ufl.edu

Vet Phone
3522589263

Collaborator Name
(enter the name of a representative from an organization with which you collaborate)
Charlene Grall

Collaborator Email
cgrall@rsmas.miami.edu

Collaborator Phone
7862236828

Other Name
Maureen Swan, DVM

Other Email
dr.swan@miamihumanesociety.org

Other Phone
9543038777

By submitting a letter of inquiry and/or an application for an ASPCA grant, you agree to allow the ASPCA to utilize the information submitted on such letter of inquiry/application in any way it deems appropriate to support its mission to prevent cruelty to animals. Such uses may include, but are not limited to, reproducing such information in print or on the ASPCA website and/or allowing third parties to access such information. In addition, by submitting this letter of inquiry and/or application, you hereby certify that the requesting organization is aware of and endorses this request and the information herein.

Attachments

Title	File Name
Form 990 / W-9 / IRS Letter of Determination	MDC - IRS Federal ID Designation.pdf
Current Year Budget	MDC ASD 2015 Mega Match-a-thon Application Attachments.docx
Form 990 / W-9 / IRS Letter of Determination	MDC Signed W9.pdf

Files attached to this form may be deleted 120 days after submission.

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GRANT AGREEMENT REFERENCE:

NAME:	**Miami-Dade Animal Services**
PROJECT:	**ASPCA & Subaru Share the Love Shelter-Dealership Event**
AMOUNT:	**$2,500.00**
GRANT NUMBER:	**2015-1131**
GRANT TERM:	**October 14, 2015 - April 14, 2016**
ASPCA GRANT OFFICER:	

GRANT ACCOUNT LOGIN: https://www.grantrequest.com/SID_900?SA=AM

October 14, 2015

Ms. Sandy Acosta Cox
Miami-Dade Animal Services
7401 NW 74th Street
Miami, FL 33166

Dear Ms. Acosta Cox,

The American Society for the Prevention of Cruelty to Animals (the "ASPCA") is deeply honored to be able to grant to Miami-Dade Animal Services (the "Grantee," and together with the ASPCA, the "parties" and each a "party") the amount of $2,500.00 (the "Grant"). These funds are designated for the purpose set forth below and as outlined in your grant request and as further described in this agreement (this "Agreement") and, if applicable, its amendments: ASPCA & Subaru Share the Love Shelter-Dealership Event (the "Project").

Unless otherwise noted in the payment schedule below, the ASPCA shall pay the grant to the Grantee approximately two to six weeks following receipt of your online acknowledgement of this Agreement. By endorsing and depositing the Grant check, you represent and warrant that Grantee will meet the obligations specified in this Agreement.

Intending to be legally bound and in consideration of the Grant provided to the Grantee and the desire of the Grantee to conduct the Project, the parties hereby agree to the following terms and conditions as of the first date listed above (the "Effective Date"):

1. Grantee Requirements.

Type	Notes	Schedule Date
Acknowledgement of Award Letter		November 14, 2015

Final Report		January 14, 2016
Financial Report		January 14, 2016
Photographs		January 14, 2016
Press Information		January 14, 2016

The Grantee shall communicate with () (the "ASPCA Grant Officer") according to the schedule and additional instructions (if applicable) to review and evaluate the use of the Grant funds. (Grant Agreement acknowledgements are required and should be made online by accessing your ASPCA Grants account*; formal letters of acknowledgement and thank you letters are optional and should be mailed or emailed to your ASPCA Grant Officer.)

*** Requirements must be submitted through your ASPCA Grants account at: https://www.grantrequest.com/SID_900?SA=AM**

An explanation of additional grant requirements you may be asked to fulfill are described in Schedule 1 and on our website at aspcapro.org/grants.

You are required to provide additional information relating to this Grant upon the ASPCA's request. Such additional information may include but is not limited to: receipts (up to three years after the Grant end date), photographs, and press information. In addition, you are required to provide access to the ASPCA upon the ASPCA's request so that the ASPCA may conduct a site visit of your location(s) during standard business hours, or at a day and time mutually agreed upon by the ASPCA and the Grantee. The ASPCA will provide you with reasonable notice of any such request unless otherwise mutually agreed upon.

You may submit requirements upon completion at any point during the grant term. Organizations that fail to submit required documentation in a timely manner may jeopardize future grants and/or grant payments. Should you need a due date extension, please forward your request, prior to the due date, to with the requirement type (e.g. Final Report, Financial Report, etc.), an explanation for your request (including the reason for the anticipated delay) and your preferred new due date.

2. <u>Use of Grant Funds</u>. The ASPCA shall pay the Grant to the Grantee according to the following schedule:

Payment Number	Total # of Payments	Approximate Schedule Date	Amount
1	1	October 14, 2015	$2,500

The Project shall consist of the activities outlined in the Grant request submitted to the ASPCA ("ASPCA & Subaru Share the Love Shelter-Dealership Event"). The Project shall also include the following:

In addition to the Grant Requirements listed above, the Grantee is required to complete an online post-event form (link to be provided).

The Grantee also agrees to submit photos of the funded Shelter-Dealership event or other activities funded under this grant. The ASPCA may use any photographs submitted, at no cost to the ASPCA, on a non-exclusive, worldwide, royalty-free basis, in any way it deems appropriate to support its mission, including fundraising purposes. In granting this permission, the Grantee hereby represents and warrants that they have all the legal rights to the submitted photographs necessary to grant the permission given above, all submitted photographs were legally obtained, and that the Grantee is not limited in any way from sharing the submitted photographs.

The Grantee agrees that it is the sole employer of all individuals who are compensated in whole or in part with Grant funds, or whose employment, fellowship or internship position arises in any way as a direct or indirect result of the Grant (each a "Funded Position"). The Grantee further agrees that it is exclusively responsible for the classification and engagement of any contractors whose fees and/or expenses are paid in whole or in part with Grant funds ("Funded Contractor"). Accordingly, the Grantee agrees that with respect to any Funded Position and/or any Funded Contractor, the Grantee is exclusively responsible for compliance with, and will comply with, any and all applicable federal, state and local employment laws, regulations and rules, including, but not limited to, any employer obligations to: (a) timely pay all wages or other compensation due; (b) withhold and remit employment taxes; (c) administer any required discipline; (d) provide insurance coverages; (e) prohibit discrimination or harassment based on any protected characteristic; and (f) provide any required leave or accommodation. The Grantee acknowledges and agrees that the parties to this Agreement are in the relationship of Grantor and Grantee, and the use of Grant funds for Funded Positions and/or Funded Contractors does not constitute a joint venture, affiliation, or joint employment relationship of any kind.

The Grantee acknowledges and agrees that the grant shall be used exclusively for costs incurred directly in connection with the Project and as set forth in this Agreement, and that failure to do so will result in the Grantee having to return the grant to the ASPCA within ten (10) days of the ASPCA's request to do so.

The Grantee agrees that at no time will any funds it receives from the ASPCA be used to attempt to influence the outcome of any selection, nomination, election, or appointment of any individual to any public office or office of a political organization within the meaning of Internal Revenue Code Section 527(e)(2), and shall furthermore not use any of the funds it receives from the ASPCA to participate in, or intervene in (including the publishing or distributing of statements) any political campaign on behalf of (or in opposition to) any candidate for public office.

The Grantee hereby grants to the ASPCA a license to use the Grantee's name and trademarks on materials directly related to the activities of the Project and/or the Grant. The Grantee Key Contact is Ms. Sandy Acosta Cox (the "Grantee Key Contact"), and the Grantee Key Contact shall communicate with () monthly to review and evaluate the progress of the Project.

3. **Acknowledgment of ASPCA Support.** In consideration of the grant, the Grantee shall publicly acknowledge that the Project was made possible through a generous grant from the ASPCA and shall reference the ASPCA in all "Project Materials." "Project Materials" shall include, but not be limited to, all copy, script, text, graphics, photographs, video, audio,

promotional and advertising materials, and all other editorial matter(s) or press releases relating to the Project. The Grantee shall submit the Project Materials for review and approval by the ASPCA Grant Officer prior to its inclusion in any materials prepared and intended to be distributed regarding the activities of the Project. No changes on the approved version of any Project Materials shall be instituted by the Grantee without the prior written approval of the ASPCA Grant Officer. The ASPCA hereby grants to the Grantee a license to use the ASPCA Trademarks on materials directly related to the activities of the Project. "ASPCA Trademarks" are: "ASPCA®", which must always appear in PMS 422 and 021, unless used in materials that are completely black and white in nature, in which case it may appear in black; and "The American Society for the Prevention of Cruelty to Animals®". The ASPCA has the right in its sole discretion to require the Grantee to remove all references to the ASPCA's involvement if the ASPCA determines that the Grantee is not fulfilling its obligations under this Agreement or if for any other reason the ASPCA determines that it is no longer in the ASPCA's best interest to be referenced in such manner.

Jpegs of the ASPCA logo are embedded below for your cut-and-paste use on your website or other collateral. Additional logos and badges can be found here: http://aspcapro.org/badges. Instructions regarding links to the ASPCA's website can be found at this URL: http://www.aspca.org/about-us/linking-policy.

For assistance regarding recognition of your Grant, including press releases, advisories, or general media outreach, please contact the ASPCA's Media Department at press@aspca.org. A suggested press release template is provided as Schedule 2 as a helpful guide. Social media tips are also provided on Schedule 3.

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2015 GRANT PROUD RECIPIENT ASPCA

4. Records. The Grantee will keep accurate books and records with respect to the grant in accordance with generally accepted accounting principles and business practices. The Grantee

will maintain its books and records in such a manner that the receipts and expenditures of the Grant funds will be shown separately on such books and records in any easily checked form. The Grantee will keep records of receipts and expenditures made of Grant funds as well as copies of the reports submitted to the ASPCA and supporting documentation for at least three years after completion of the use of the Grant funds, and will furnish or make available such books, records, and supporting documentation to the ASPCA for inspection at reasonable times from the time of the Grantee's acceptance of the Grant through such period.

5. Maintenance of Tax-Exempt Status. In carrying out the Project, the Grantee shall comply with all applicable federal, state and local laws and regulations. If the Grantee is a 501(c)(3) organization, the Grantee certifies that it is in good standing with the Internal Revenue Service and shall notify the ASPCA immediately of any change in, or challenge by the Internal Revenue Service to, its status as a 501(c)(3) tax-exempt organization.

6. Termination. The ASPCA may, in its sole discretion (i) withhold payment of funds until in its opinion the situation has been corrected or (ii) declare the Grant terminated in any of the following circumstances:

(a) If, as the result of the consideration of reports and information submitted to it by the Grantee or from other sources, the ASPCA, in its sole discretion, determines that continuation of the Project is not reasonably in furtherance of the ASPCA's mission to provide effective means for the prevention of cruelty to animals throughout the United States (the "ASPCA Mission") or that the Project is not being executed in substantial compliance with the grant request (or work plan as revised) or that the Grantee is incapable of satisfactorily completing the work of the Project;
(b) In the case of any violation by the Grantee of the terms and conditions of this Agreement;
(c) In the event of any change in, or challenge by the Internal Revenue Service to, the Grantee's status as a 501(c)(3) tax-exempt organization if applicable; or
(d) If it is revealed that, during the Project, the Grantee is or was involved in any activity or makes any statement disparaging of, or reflecting unfavorably upon the ASPCA, tarnishes the reputation of the ASPCA or is not in alignment with the ASPCA Mission.

If the ASPCA terminates the Grant, it shall so notify the Grantee, whereupon it, if so requested by the ASPCA, shall promptly refund and pay back to the ASPCA any unexpended balance of the Grant funds in the Grantee's hands or under its control.

Upon completion of the Project or termination of this Agreement for any reason, the ASPCA will withhold any further payments of Grant funds and the Grantee shall, at the option of the ASPCA, repay to the ASPCA any portion of the Grant funds that were not spent for the Project. All such determinations by the ASPCA under this Section 6 will be final, binding and conclusive upon the Grantee.

7. Future Funding. The Grantee acknowledges that the ASPCA and its representatives have made no actual or implied promise of funding except for the amounts specified in this Agreement. If any of the Grant funds are returned or if the Grant is rescinded, the Grantee

acknowledges that the ASPCA will have no further obligation to the Grantee in connection with this Grant as a result of such return or rescission.

8. Modification. No amendment or modification of this Agreement shall be valid, unless made in writing and duly executed by the parties hereto.

9. Miscellaneous. This Agreement is intended to be binding upon the Grantee and the ASPCA. This Agreement represents the final agreement between the parties with respect to the subject matter hereto, and supersedes any and all prior agreements, written or oral, between the parties with respect to the matters contained herein. This Agreement is not intended to, nor shall it be deemed to create, any partnership or joint venture between the Grantee and the ASPCA. This Agreement shall be interpreted, governed by and construed in accordance with the internal laws of the State of New York, without regard to the conflict of laws principles thereof. The parties hereto acknowledge and consent to personal jurisdiction and venue exclusively in New York, New York with respect to any action or proceeding brought in connection with this Agreement. This Agreement may be executed by the parties hereto in counterparts, each of which, when executed and delivered, shall be deemed to be an original and all of which shall constitute together the same document.

By endorsing and depositing the Grant check, you represent and warrant that you are capable of binding the Grantee to the terms set forth in this Agreement.

We extend our best wishes to you for continued success and look forward to hearing about your accomplishments during the year. It is a pleasure to be among your current supporters.

Sincerely,

Michael Barrett
Vice President, ASPCA Grants

CC: grants@aspca.org

Schedule 1: Grant Reporting Requirements

We require ASPCA grantees to fulfill a variety of requirements based on the grant size and purpose. We make every effort to minimize the reporting burden on grantees while employing best practices in all of our grants programs.

Please follow these guidelines when submitting requirements:

- Submit ALL requirements online by logging into your ASPCA Grant Account at **https://www.grantrequest.com/SID_900?SA=AM**

- Please adhere to the due dates – you may submit fulfilled requirements at any point during the grant term. Should you need extra time to submit any particular requirement, please contact the ASPCA Contact on your award letter prior to the due date with 1) a request for a due date extension, 2) the preferred due date and 3) an explanation for the request.

Grantees will be asked to submit some or all of the following requirements:

- **Acknowledgement of Award Letter** – all grant awards in the amount of $5,000 or less must be acknowledged online as your official indication that you intend to use the funds as instructed in the grant agreement.
- **Final Report** – indication of results/outcomes and an analysis of your project plus an estimation or exact indication, if measurable, of the number of animals impacted by the grant. Narrative text entry and/or upload.
- **Financial Report/Receipts** – a comprehensive list of expenditures for which grant money had been used (typically best submitted in a spreadsheet). Financial Reports for projects that produce accurate, easily measurable outputs, such as targeted spay/neuter programs, should identify the cost per animal as part of a detailed report on the project. Receipts and/or invoices should be uploaded when appropriate.. Narrative text entry and/or upload.
- **Photos** – Generally, we ask for photos that show pictorial evidence of the intended use of funds; we may also ask for photos associated with human interest stories for promotional purposes. Narrative text entry for captions plus uploads.
- **Press Information** – links to or uploads of press releases, clips or links showing recognition of the ASPCA's grant for your project. You can also include stories, anecdotes, quotes, and social media posts that could be used for promotional purposes including human interest stories with accompanying photos. Narrative text entry and/or upload.
- **Progress Report** – an interim report designed to inform your grant officer on the status of the project. Narrative text entry and/or upload.
- **Signed Amendment** – occasionally the purpose or amount of a grant will change during the grant term. In some cases,this will require a signed amendment to the contract.
- **Signed Contract** – payments of all grant awards that exceed $5,000 are contingent upon your submission of two signed contracts mailed to ASPCA, Attn: Grants Department, 520 8th Avenue, 7th Floor, New York, NY 10018.
- **Site Visit** – indicates that a grant officer wishes to make a physical site visit of your facility during the grant term, sometimes as a condition of payment or to provide your organization with additional non-cash outreach and resources.

Schedule 2: Press Release Template (Optional)

Your Organization's Logo Here

[DATE]

Media Contact: [NAME]
[PHONE] / [EMAIL]

Headline

Subheader

[City], [State]—The [Organization] today announced (general information about the initiative/program/event/grant)

"Compelling opening statement about a problem," said Spokesperson, title. "Quote that includes more information about how the funding will assist in impacting animals." (Example: "Many families have sadly had to part with their pets in recent years as a result of the economic downturn," observes Jane Doe, director of shelter operations. "These funds will help expand our safety net program in order to keep more families together.")

Optional quote from the ASPCA (must contact ASPCA Media Department press@aspca.org)

Paragraph with detailed information about initiative/program/event/grant.

For more information, please visit [website].

About [Organization]

History and background of your organization.

###

Schedule 3: Social Media Tip Sheet for Grantees

Why Use Social Media?

Using social media tools such as Facebook, Twitter, YouTube, and blogs to spread the word about your organization and the great work it does can be a powerful and cost-effective strategy for capturing the attention of potential and existing adopters and donors. If you aren't already using social media, here are three of the most compelling reasons to do so:

- ***The potential reach of social media is immense.*** In contrast to more conventional publicity vehicles, such as printed advertisements, nearly everyone has equal access to your message, and your audiences can easily and immediately share that message with their audiences, helping it go exponentially farther. Social media tools make it easier to see who you're reaching and easier to interact with your constituents, and thereby build and strengthen connections with them.
- ***Social media tools are free.*** There is no cost to sign up for accounts on Facebook, Twitter, YouTube, or blogging sites such as WordPress or Blogger, which eliminates barriers to entry for cash-conscious organizations. Social-media-savvy volunteers can provide *pro bono* assistance in promoting your organization's work with these tools.
- ***Brevity is a virtue.*** In the social media realm, lengthy appeals can be counterproductive – usually a few words or lines, a brief story, a photo, or a video can be ideal for generating substantial interest in your efforts. There's no need to use every available social media platform – choose only the one(s) that best fit your organization's communication style.

ASPCA Grant Publicity Guidelines

Social media tools make it easy to share news about your ASPCA grant and the project it is supporting! Updates on your successes that engage readers, along with clear and colorful photos and videos that showcase those successes, will help your group to attract more followers. We encourage you to publicize your funded project – and if you do, please loop in your grant officer to let him/her know!

Connect with us...

...on Twitter at @aspca and @aspcapro
Using the #aspcagrants hashtag to share news of your ASPCA grant and its impact makes it easy for adopters and donors across the Twitterverse to catch wind of your success, whether or not they're already followers.

...on Facebook at facebook.com/aspca and facebook.com/ASPCApro
Becoming a "fan" of ours and creating a "fan" page of your own makes it easy for the ASPCA, other organizations, and the general public to learn about your organization and the great work you do, and to share your success with others. We hope you'll "like" us!

...on YouTube at youtube.com/ASPCA and youtube.com/ASPCApro
Many smartphones make it easy to shoot and upload videos to YouTube, which provides a powerful platform for your audiences to literally see your work in action. Subscribe to the ASPCA's channel and see how other animal welfare organizations are using YouTube to bring their efforts to life.

Resources

- ASPCAPro Resource Library (http://www.aspcapro.org/resource-library) – This repository of articles, tip sheets, and webinars has been developed specifically to serve the needs of our grantees.
- *The Social Animal* (http://www.thesocialanimal.com/) – A blog focused on helping animal welfare advocates use social media tools to accomplish their mission more effectively.
- *Beth Kanter's Blog* (http://www.bethkanter.org/) – A blog focused on helping nonprofits use social media and other digital tools to achieve social change.

Stage 1 of 1 Proposal for ASPCA Subaru Shelter-Dealership Event Grants

Organization

Please review the information below for accuracy and edit accordingly. You may return to your application at any time by clicking the "Save and Finish Later" button at the end of the application.

Please DO NOT use all capital letters.

If an ASPCA employee solicited (formally requested) you submit this request, please list their name here. If not, leave blank.
Your response is for internal routing purposes only and will not affect your review.
Joan Carlson Radabaugh

Organizational Information

Organization Name
Miami-Dade Animal Services

Mailing Address - Street
7401 NW 74th Street

City	State	Postal Code
Miami	FL	33166

Physical Address (ONLY if different than mailing address)
Include address, city, state, and postal code. Leave blank if mailing and physical address are the same.

Phone
No hyphens, e.g. 2128767700
3054187106

Fax
No hyphens, e.g. 2128767700
3058051619

Web Site
If you are a governmental organization and do not have a specific website for your department, enter the main web address.
www.miamidade.gov/animals

Federal Tax ID/Employer Identification Number (EIN)
No hyphens
596000573

Tax Status
Governmental (Municipality/County)

Organization Type
Shelter (Governmental)

Contacts

Primary Contact Person for This Request

Prefix	First Name	Last Name	Suffix
e.g. Ms., Mr., Dr. Ms.	Sandy	Acosta Cox	<None>

Title
Grants Coordinator

E-mail
sacostacox@miamidade.gov

Phone
No hyphens, e.g. 2128767700
3054187106

Proposal

Request Information

Project Title
ASPCA & Subaru Share the Love Shelter-Dealership Event

Request Amount
2500.00

Participating Subaru Dealership
Include their name, address, and contact information
Bird Road Subaru
7240 Bird Road
Miami, FL 33155
Ph: 305-267-5180
Nelson Simanca - email: nelson.simanca@birdroadsubaru.com
Narciso Rivas -- email: narciso.rivas@birdroadsubaru.com

50

Have you reached out and received confirmation that the dealership will participate in the event?
Please note that confirmation of the Subaru dealership's involvement will be required before grant funds can be issued.
Yes, we have reached out to the dealership and have agreed to collaborate on the event. Details and specifics are being finalized.

Event Details - Type, Date and Location
Include whether this will be an adoption event, spay/neuter event, or other (describe).
ASD is proposing to hold the SHARE THE LOVE event on Sunday, December 13, 2015 at Bird Road Subaru (conversations are still ongoing). The event will be presented as a holiday adoption fair with the County's mobile adoption center, HOPE Express unit on site. ASD will have pets ready for same day adoptions, waiving adoption fees on site.

Event Details - Other
Describe other elements of the event (including behavior/veterinary specialists, etc. How will you handle make-ready (spay/neuter, vaccines, etc.) for the event?
All shelter pets offered for adoption at the SHARE THE LOVE event will be sterilized, have age appropriate vaccinations, and be microchip registered to the adopter on site. The make-ready portion of the event will be completed well in advance, and highly adoptable pets chosen for the event will be placed in foster-care in order to increase adoptability. Given the high volume of homeless pets entering the ASD facility on a daily basis (80 to 100 a day on average), we are certain to have many pets available for adoption at the event. Additionally, any pets made-ready for adoption but not adopted on the date of the event will be made available for fee-waived adoptions at County mobile adoption over the next two week, as well as being available at ASD's adoption floor. ASD averages between 3 to 6 mobile adoption per weekend. If allowed and approved by Subaru, ASD would be pleased to make Subaru's contribution known at any subsequent events where these pets are available.

Event Details - Marketing/Media
How will your organization and dealership promote and involve the media in the event?

The Subaru Share the Love Shelter-Dealership Event will be promoted ASDs media and marketing department to local media and the community. Utilizing several means at its disposal, ASD will issues press releases, market the event through ASD website and social media accounts, as well as promote the event through e-newsletters reaching 26,000 County employees.

Event Details - Budget
Please provide a line-item list of anticipated costs and justification.
The total program budget is estimated at $4,510.00 for which ASPCA is asked to contribute $2,500.00. A more detailed budget has been attached. Below, please find a line item description.

Adoption Event:
Canine Adoptions @ $75 for 22 dogs = $1,650
Feline Adoptions @ $35 for 8 cats - $280
Adoption Fees Waived and Contributed by ASD: $1,930.00

Make Ready Adoption Costs:
Sterilization @ $49 for 30 pets = $1,470
Micro-chipping @ $6 for 30 pets = $180
Rabies Vaccines @ $20 for 8 cats = $160
Rabies Vaccines @ $35 for 22 dogs = $770
Make Ready Costs: $2,580.00
ASPCA & SUBARU Contribution towards Make Ready Costs: $2,500.00

Geographical Area Served (for THIS request)
Choose your domicile location in the FIRST drop-down. You may choose additional locations if this grant would benefit your work outside of your own state.
FL

Population Served (for THIS request)
You may choose more than one, but ONLY select those populations that will be served by THIS request. For example, if your organization provides services for cats and dogs, but your request is for dog kennels, you should choose "Dogs" ONLY.
Cats
Dogs

Primary Program Type
Please select the program type most closely aligned with this funding request.
Live Release

Program Area
Please select the program area most closely aligned with this funding request.
Adoptions (Shelter Outreach-Live Release/Intake Reduction)

Impact of Request on Animals

If you receive the FULL grant amount requested, approximately how many animals will THIS grant impact? Fill in a number for each category. Enter -0- (zero) if the category does not apply.

Cats	Dogs	Equines
8	22	0

Farm Animals	Birds	Rabbits
0	0	0

Wildlife	Animal Welfare Professionals
0	0

Please Note

By submitting a letter of inquiry and/or an application for an ASPCA grant, you agree to allow the ASPCA to utilize the information submitted on such letter of inquiry/application in any way it deems appropriate to support its mission to prevent cruelty to animals. Such uses may include, but are not limited to, reproducing such information in print or on the ASPCA website and/or allowing third parties to access such information. In addition, by submitting this letter of inquiry and/or application, you hereby certify that the requesting organization is aware of and endorses this request and the information herein.

Attachments

Title	File Name
Form 990 / W-9 / IRS Letter of Determination	MDC 2015 W9.pdf
Project Budget	ASD - Share the Love Proposed Budget - FINAL - 20150914.pdf

Files attached to this form may be deleted 120 days after submission.

ASPCA®

GRANT AGREEMENT REFERENCE:

NAME: **Miami-Dade Animal Services**
PROJECT: **Foster Ambassador Program Expansion**
AMOUNT: **$5,000.00**
GRANT NUMBER: **2015-1840**
GRANT TERM: **December 31, 2015 - December 31, 2016**
ASPCA GRANT OFFICER: **BJ Rogers**

GRANT ACCOUNT LOGIN: https://www.grantrequest.com/SID_900?SA=AM

December 31, 2015

Ms. Sandy Acosta Cox
Miami-Dade Animal Services
7401 NW 74th Street
Miami, FL 33166

Dear Ms. Acosta Cox,

The American Society for the Prevention of Cruelty to Animals (the "ASPCA") is deeply honored to be able to grant to Miami-Dade Animal Services (the "Grantee," and together with the ASPCA, the "parties" and each a "party") the amount of $5,000.00 (the "Grant"). These funds are designated for the purpose set forth below and as outlined in your grant request and as further described in this agreement (this "Agreement") and, if applicable, its amendments: Foster Ambassador Program Expansion (the "Project").

Unless otherwise noted in the payment schedule below, the ASPCA shall pay the grant to the Grantee approximately two to six weeks following receipt of your online acknowledgement of this Agreement. By endorsing and depositing the Grant check, you represent and warrant that Grantee will meet the obligations specified in this Agreement.

Intending to be legally bound and in consideration of the Grant provided to the Grantee and the desire of the Grantee to conduct the Project, the parties hereby agree to the following terms and conditions as of the first date listed above (the "Effective Date"):

1. Grantee Requirements.

Type	Notes	Schedule Date
Acknowledgement of Award Letter		January 31, 2016

Progress Report		June 30, 2016
Final Report		December 31, 2016
Financial Report		December 31, 2016
Photographs		December 31, 2016
Press Information		December 31, 2016

The Grantee shall communicate with BJ Rogers (bj.rogers@aspca.org) (the "ASPCA Grant Officer") according to the schedule and additional instructions (if applicable) to review and evaluate the use of the Grant funds. (Grant Agreement acknowledgements are required and should be made online by accessing your ASPCA Grants account*; formal letters of acknowledgement and thank you letters are optional and should be mailed or emailed to your ASPCA Grant Officer.)

*** Requirements must be submitted through your ASPCA Grants account at: https://www.grantrequest.com/SID_900?SA=AM**

An explanation of additional grant requirements you may be asked to fulfill are described in Schedule 1 and on our website at aspcapro.org/grants.

You are required to provide additional information relating to this Grant upon the ASPCA's request. Such additional information may include but is not limited to: receipts (up to three years after the Grant end date), photographs, and press information. In addition, you are required to provide access to the ASPCA upon the ASPCA's request so that the ASPCA may conduct a site visit of your location(s) during standard business hours, or at a day and time mutually agreed upon by the ASPCA and the Grantee. The ASPCA will provide you with reasonable notice of any such request unless otherwise mutually agreed upon.

You may submit requirements upon completion at any point during the grant term. Organizations that fail to submit required documentation in a timely manner may jeopardize future grants and/or grant payments. Should you need a due date extension, please forward your request, prior to the due date, to bj.rogers@aspca.org with the requirement type (e.g. Final Report, Financial Report, etc.), an explanation for your request (including the reason for the anticipated delay) and your preferred new due date.

2. <u>Use of Grant Funds</u>. The ASPCA shall pay the Grant to the Grantee according to the following schedule:

Payment Number	Total # of Payments	Approximate Schedule Date	Amount
1	1	December 31, 2015	$5,000

The Project shall consist of the activities outlined in the Grant request submitted to the ASPCA ("Foster Ambassador Program Expansion"). The Project shall also include the following:

The Grantee agrees that it is the sole employer of all individuals who are compensated in whole or in part with Grant funds, or whose employment, fellowship or internship position arises in any way as a direct or indirect result of the Grant (each a "Funded Position"). The Grantee further agrees that it is exclusively responsible for the classification and engagement of any contractors whose fees and/or expenses are paid in whole or in part with Grant funds ("Funded Contractor"). Accordingly, the Grantee agrees that with respect to any Funded Position and/or any Funded Contractor, the Grantee is exclusively responsible for compliance with, and will comply with, any and all applicable federal, state and local employment laws, regulations and rules, including, but not limited to, any employer obligations to: (a) timely pay all wages or other compensation due; (b) withhold and remit employment taxes; (c) administer any required discipline; (d) provide insurance coverages; (e) prohibit discrimination or harassment based on any protected characteristic; and (f) provide any required leave or accommodation. The Grantee acknowledges and agrees that the parties to this Agreement are in the relationship of Grantor and Grantee, and the use of Grant funds for Funded Positions and/or Funded Contractors does not constitute a joint venture, affiliation, or joint employment relationship of any kind.

The Grantee acknowledges and agrees that the grant shall be used exclusively for costs incurred directly in connection with the Project and as set forth in this Agreement, and that failure to do so will result in the Grantee having to return the grant to the ASPCA within ten (10) days of the ASPCA's request to do so.

The Grantee agrees that at no time will any funds it receives from the ASPCA be used to attempt to influence the outcome of any selection, nomination, election, or appointment of any individual to any public office or office of a political organization within the meaning of Internal Revenue Code Section 527(e)(2), and shall furthermore not use any of the funds it receives from the ASPCA to participate in, or intervene in (including the publishing or distributing of statements) any political campaign on behalf of (or in opposition to) any candidate for public office.

The Grantee hereby grants to the ASPCA a license to use the Grantee's name and trademarks on materials directly related to the activities of the Project and/or the Grant. The Grantee Key Contact is Ms. Sandy Acosta Cox (the "Grantee Key Contact"), and the Grantee Key Contact shall communicate with BJ Rogers (bj.rogers@aspca.org) monthly to review and evaluate the progress of the Project.

3. **Acknowledgment of ASPCA Support.** In consideration of the grant, the Grantee shall publicly acknowledge that the Project was made possible through a generous grant from the ASPCA and shall reference the ASPCA in all "Project Materials." "Project Materials" shall include, but not be limited to, all copy, script, text, graphics, photographs, video, audio, promotional and advertising materials, and all other editorial matter(s) or press releases relating to the Project. The Grantee shall submit the Project Materials for review and approval by the ASPCA Grant Officer prior to its inclusion in any materials prepared and intended to be distributed regarding the activities of the Project. No changes on the approved version of any Project Materials shall be instituted by the Grantee without the prior written approval of the ASPCA Grant Officer. The ASPCA hereby grants to the Grantee a license to use the ASPCA Trademarks on materials directly related to the activities of the Project. "ASPCA Trademarks" are: "ASPCA®", which must always appear in PMS 422 and 021, unless used in materials that

are completely black and white in nature, in which case it may appear in black; and "The American Society for the Prevention of Cruelty to Animals®". The ASPCA has the right in its sole discretion to require the Grantee to remove all references to the ASPCA's involvement if the ASPCA determines that the Grantee is not fulfilling its obligations under this Agreement or if for any other reason the ASPCA determines that it is no longer in the ASPCA's best interest to be referenced in such manner.

Jpegs of the ASPCA logo are embedded below for your cut-and-paste use on your website or other collateral. Additional logos and badges can be found here: http://aspcapro.org/badges. Instructions regarding links to the ASPCA's website can be found at this URL: http://www.aspca.org/about-us/linking-policy.

For assistance regarding recognition of your Grant, including press releases, advisories, or general media outreach, please contact the ASPCA's Media Department at press@aspca.org. A suggested press release template is provided as Schedule 2 as a helpful guide. Social media tips are also provided on Schedule 3.

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2016 GRANT PROUD RECIPIENT ASPCA

4. Records. The Grantee will keep accurate books and records with respect to the grant in accordance with generally accepted accounting principles and business practices. The Grantee will maintain its books and records in such a manner that the receipts and expenditures of the Grant funds will be shown separately on such books and records in any easily checked form. The Grantee will keep records of receipts and expenditures made of Grant funds as well as copies of the reports submitted to the ASPCA and supporting documentation for at least three years after completion of the use of the Grant funds, and will furnish or make available such books, records, and supporting documentation to the ASPCA for inspection at reasonable times from the time of the Grantee's acceptance of the Grant through such period.

5. Maintenance of Tax-Exempt Status. In carrying out the Project, the Grantee shall comply with all applicable federal, state and local laws and regulations. If the Grantee is a 501(c)(3) organization, the Grantee certifies that it is in good standing with the Internal Revenue Service and shall notify the ASPCA immediately of any change in, or challenge by the Internal Revenue Service to, its status as a 501(c)(3) tax-exempt organization.

6. Termination. The ASPCA may, in its sole discretion (i) withhold payment of funds until in its opinion the situation has been corrected or (ii) declare the Grant terminated in any of the following circumstances:

(a) If, as the result of the consideration of reports and information submitted to it by the Grantee or from other sources, the ASPCA, in its sole discretion, determines that continuation of the Project is not reasonably in furtherance of the ASPCA's mission to provide effective means for the prevention of cruelty to animals throughout the United States (the "ASPCA Mission") or that the Project is not being executed in substantial compliance with the grant request (or work plan as revised) or that the Grantee is incapable of satisfactorily completing the work of the Project;
(b) In the case of any violation by the Grantee of the terms and conditions of this Agreement;
(c) In the event of any change in, or challenge by the Internal Revenue Service to, the Grantee's status as a 501(c)(3) tax-exempt organization if applicable; or
(d) If it is revealed that, during the Project, the Grantee is or was involved in any activity or makes any statement disparaging of, or reflecting unfavorably upon the ASPCA, tarnishes the reputation of the ASPCA or is not in alignment with the ASPCA Mission.

If the ASPCA terminates the Grant, it shall so notify the Grantee, whereupon it, if so requested by the ASPCA, shall promptly refund and pay back to the ASPCA any unexpended balance of the Grant funds in the Grantee's hands or under its control.

Upon completion of the Project or termination of this Agreement for any reason, the ASPCA will withhold any further payments of Grant funds and the Grantee shall, at the option of the ASPCA, repay to the ASPCA any portion of the Grant funds that were not spent for the Project. All such determinations by the ASPCA under this Section 6 will be final, binding and conclusive upon the Grantee.

7. Future Funding. The Grantee acknowledges that the ASPCA and its representatives have made no actual or implied promise of funding except for the amounts specified in this Agreement. If any of the Grant funds are returned or if the Grant is rescinded, the Grantee acknowledges that the ASPCA will have no further obligation to the Grantee in connection with this Grant as a result of such return or rescission.

8. Modification. No amendment or modification of this Agreement shall be valid, unless made in writing and duly executed by the parties hereto.

9. Miscellaneous. This Agreement is intended to be binding upon the Grantee and the ASPCA. This Agreement represents the final agreement between the parties with respect to the subject matter hereto, and supersedes any and all prior agreements, written or oral, between the parties

with respect to the matters contained herein. This Agreement is not intended to, nor shall it be deemed to create, any partnership or joint venture between the Grantee and the ASPCA. This Agreement shall be interpreted, governed by and construed in accordance with the internal laws of the State of New York, without regard to the conflict of laws principles thereof. The parties hereto acknowledge and consent to personal jurisdiction and venue exclusively in New York, New York with respect to any action or proceeding brought in connection with this Agreement. This Agreement may be executed by the parties hereto in counterparts, each of which, when executed and delivered, shall be deemed to be an original and all of which shall constitute together the same document.

By endorsing and depositing the Grant check, you represent and warrant that you are capable of binding the Grantee to the terms set forth in this Agreement.

We extend our best wishes to you for continued success and look forward to hearing about your accomplishments during the year. It is a pleasure to be among your current supporters.

Sincerely,

Michael Barrett
Vice President, ASPCA Grants

CC: grants@aspca.org

Schedule 1: Grant Reporting Requirements

We require ASPCA grantees to fulfill a variety of requirements based on the grant size and purpose. We make every effort to minimize the reporting burden on grantees while employing best practices in all of our grants programs.

Please follow these guidelines when submitting requirements:

- Submit ALL requirements online by logging into your ASPCA Grant Account at https://www.grantrequest.com/SID_900?SA=AM

- Please adhere to the due dates – you may submit fulfilled requirements at any point during the grant term. Should you need extra time to submit any particular requirement, please contact the ASPCA Contact on your award letter prior to the due date with 1) a request for a due date extension, 2) the preferred due date and 3) an explanation for the request.

Grantees will be asked to submit some or all of the following requirements:

- **Acknowledgement of Award Letter** – all grant awards in the amount of $5,000 or less must be acknowledged online as your official indication that you intend to use the funds as instructed in the grant agreement.
- **Final Report** – indication of results/outcomes and an analysis of your project plus an estimation or exact indication, if measurable, of the number of animals impacted by the grant. Narrative text entry and/or upload.
- **Financial Report/Receipts** – a comprehensive list of expenditures for which grant money had been used (typically best submitted in a spreadsheet). Financial Reports for projects that produce accurate, easily measurable outputs, such as targeted spay/neuter programs, should identify the cost per animal as part of a detailed report on the project. Receipts and/or invoices should be uploaded when appropriate. Narrative text entry and/or upload.
- **Photos** – Generally, we ask for photos that show pictorial evidence of the intended use of funds; we may also ask for photos associated with human interest stories for promotional purposes. Narrative text entry for captions plus uploads.
- **Press Information** – links to or uploads of press releases, clips or links showing recognition of the ASPCA's grant for your project. You can also include stories, anecdotes, quotes, and social media posts that could be used for promotional purposes including human interest stories with accompanying photos. Narrative text entry and/or upload.
- **Progress Report** – an interim report designed to inform your grant officer on the status of the project. Narrative text entry and/or upload.
- **Signed Amendment** – occasionally the purpose or amount of a grant will change during the grant term. In some cases, this will require a signed amendment to the contract.
- **Signed Contract** – payments of all grant awards that exceed $5,000 are contingent upon your submission of two signed contracts mailed to ASPCA, Attn: Grants Department, 520 8th Avenue, 7th Floor, New York, NY 10018.
- **Site Visit** – indicates that a grant officer wishes to make a physical site visit of your facility during the grant term, sometimes as a condition of payment or to provide your organization with additional non-cash outreach and resources.

Schedule 2: Press Release Template (Optional)

Your Organization's Logo Here

[DATE]

Media Contact: [NAME]
[PHONE] / [EMAIL]

Headline

Subheader

[City], [State]—The [Organization] today announced (general information about the initiative/program/event/grant)

"Compelling opening statement about a problem," said Spokesperson, title. "Quote that includes more information about how the funding will assist in impacting animals." (Example: "Many families have sadly had to part with their pets in recent years as a result of the economic downturn," observes Jane Doe, director of shelter operations. "These funds will help expand our safety net program in order to keep more families together.")

Optional quote from the ASPCA (must contact ASPCA Media Department press@aspca.org)

Paragraph with detailed information about initiative/program/event/grant.

For more information, please visit [website].

About [Organization]

History and background of your organization.

###

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Schedule 3: Social Media Tip Sheet for Grantees

Why Use Social Media?

Using social media tools such as Facebook, Twitter, YouTube, and blogs to spread the word about your organization and the great work it does can be a powerful and cost-effective strategy for capturing the attention of potential and existing adopters and donors. If you aren't already using social media, here are three of the most compelling reasons to do so:

- ***The potential reach of social media is immense.*** In contrast to more conventional publicity vehicles, such as printed advertisements, nearly everyone has equal access to your message, and your audiences can easily and immediately share that message with their audiences, helping it go exponentially farther. Social media tools make it easier to see who you're reaching and easier to interact with your constituents, and thereby build and strengthen connections with them.
- ***Social media tools are free.*** There is no cost to sign up for accounts on Facebook, Twitter, YouTube, or blogging sites such as WordPress or Blogger, which eliminates barriers to entry for cash-conscious organizations. Social-media-savvy volunteers can provide *pro bono* assistance in promoting your organization's work with these tools.
- ***Brevity is a virtue.*** In the social media realm, lengthy appeals can be counterproductive – usually a few words or lines, a brief story, a photo, or a video can be ideal for generating substantial interest in your efforts. There's no need to use every available social media platform – choose only the one(s) that best fit your organization's communication style.

ASPCA Grant Publicity Guidelines

Social media tools make it easy to share news about your ASPCA grant and the project it is supporting! Updates on your successes that engage readers, along with clear and colorful photos and videos that showcase those successes, will help your group to attract more followers. We encourage you to publicize your funded project – and if you do, please loop in your grant officer to let him/her know!

Connect with us...

...on Twitter at @aspca and @aspcapro
Using the #aspcagrants hashtag to share news of your ASPCA grant and its impact makes it easy for adopters and donors across the Twitterverse to catch wind of your success, whether or not they're already followers.

...on Facebook at facebook.com/aspca and facebook.com/ASPCApro
Becoming a "fan" of ours and creating a "fan" page of your own makes it easy for the ASPCA, other organizations, and the general public to learn about your organization and the great work you do, and to share your success with others. We hope you'll "like" us!

...on YouTube at youtube.com/ASPCA and youtube.com/ASPCApro
Many smartphones make it easy to shoot and upload videos to YouTube, which provides a powerful platform for your audiences to literally see your work in action. Subscribe to the ASPCA's channel and see how other animal welfare organizations are using YouTube to bring their efforts to life.

Resources

- ASPCAPro Resource Library (http://www.aspcapro.org/resource-library) – This repository of articles, tip sheets, and webinars has been developed specifically to serve the needs of our grantees.
- ***The Social Animal*** (http://www.thesocialanimal.com/) – A blog focused on helping animal welfare advocates use social media tools to accomplish their mission more effectively.
- ***Beth Kanter's Blog*** (http://www.bethkanter.org/) – A blog focused on helping nonprofits use social media and other digital tools to achieve social change.

Stage 1 of 1 Proposal for Animal Shelters

Organization

Please review the information below for accuracy and edit accordingly. You may return to your application at any time by clicking the "Save and Finish Later" button at the end of the application.

Please DO NOT use all capital letters.

Solicited or Unsolicited

Please select whether this application is unsolicited or solicited (formally requested).
By solicited, we mean that the application was explicitly requested by an ASPCA employee.
This is for internal tracking purposes only and will not affect your review.
Solicited

If an ASPCA employee solicited (formally requested) you submit this request, please list their name here. If not, leave blank.
Your response is for internal routing purposes only and will not affect your review.
BJ Rogers

Organizational Information

Organization Name
Miami-Dade Animal Services

Mailing Address - Street
7401 NW 74th Street

City	State	Postal Code
Miami	FL	33166

Main Phone
No hyphens, e.g. 2128767700
3054187106

Fax
No hyphens, e.g. 2128767700
3058051619

Web Site
If you are a governmental organization and do not have a specific website for your department, enter the main web address.
http://www.miamidade.gov/animals/

Federal Tax ID/Employer Identification Number (EIN)
No hyphens

Tax Status
Governmental (Municipality/County)

596000573

Organization Type
Shelter (Governmental)

Physical Address (ONLY if different than mailing address)
Include address, city, state and zip/postal code. Leave blank if physical and mailing address are the same.

Finances, Facility, and Personnel

Total Organizational Budget (Current Year)
16,564,192

Total Organizational Budget (Last Year)
If this is your first year of operation, enter zero.
14,095,585

Total Organizational Budget (Two Years Prior)
If this is your first year of operation, enter zero.
11,583,479

Financial Health
1 or more years of operating expenses

In what year was your agency/organization incorporated?
1960

How old is your facility?
older than 25 years

When was the most recent facility renovation?
15-25 years

Number of Full-Time Staff
148

Number of Part-Time Staff
9

Number of Veterinarians on Staff
5

Number of Vet Technicians on Staff
24

Number of Current Active Volunteers
120

Maximum Holding Capacity for Felines
85

64

Maximum Holding Capacity for Canines
290

Maximum Holding Capacity for Other Animals
0

If holding capacity is for animals in addition to or other than cats or dogs, please list types of animals.

How many permanent (mascots, not up for adoption) animal residents are currently in your facility?
0

Disposition of Animals During the Previous 12 Months (Total Numbers)

Total Feline Intake
Enter the sum of felines entering your facility from all sources, including transfers from other agencies. A feline that is returned within 30 days of being adopted should be counted as one intake.
11145

Felines Adopted
1651

Felines Returned to Owner
81

Felines Transferred to Another Agency or Shelter
1079

Felines Euthanized (excluding owner-requested euthanasia)
1150

Stray/Feral Felines
How many stray or feral felines that entered your facility were altered and safely returned to the same location from which they were found?
10876

Total Canine Intake
Enter the sum of canines entering your facility from all sources, including transfers from other agencies. A canines returned within 30 days of being adopted should be counted as one intake.
12648

Canines Adopted
5877

Canines Returned to Owner

1612

Canines Transferred to Another Agency or Shelter
3770

Canines Euthanized (excluding owner-requested euthanasia)
1203

If your organization handles animals other than dogs and cats, you may provide information for up to two additional species.

Other Animal Species #1 - specify type of animal
0

Total Other Intake for Species #1
Enter the sum of other animals entering your facility from all sources, including transfers from other agencies. An animal returned within 30 days of being adopted should be counted as one intake.
0

Other Adopted for Species #1
0

Other Returned to Owner for Species #1
0

Other Transferred to Another Agency or Shelter for Species #1
0

Other Euthanized Due to Lack of Space for Species #1
0

Other Animal Species #2 - specify type of animal
0

Total Other Intake for Species #2
Enter the sum of other animals entering your facility from all sources, including transfers from other agencies. An animal returned within 30 days of being adopted should be counted as one intake.
0

Other Adopted for Species #2
0

Other Returned to Owner for Species #2
0

Other Transferred to Another Agency or Shelter for Species #2
0

Other Euthanized Due to Lack of Space for Species #2
0

Spay/Neuter Protocols

Percent of animals neutered before placement:
65

Youngest age that animals are spayed/neutered:
(in months)
3

Lightest weight that animals are spayed/neutered:
(in pounds)
3

Contacts

Primary Contact Person for This Request

Prefix	First Name	Last Name	Suffix
e.g. Ms., Mr., Dr.	Sandy	Acosta Cox	<None>
Ms.			

Title
Grants Coordinator

Phone
No hyphens, e.g. 2128767700
3054187106

E-mail
sacostacox@miamidade.gov

Head of Organization - complete ONLY if different from above.

Prefix	First Name	Last Name	Suffix
e.g. Ms., Mr., Dr.	Alex	Muñoz	<None>
Mr.			

Title
Director

Phone
No hyphens, e.g. 2128767700

305-418-7188

E-mail
am13@miamidade.gov

Proposal

Request Information

Project Title
Please provide a short, descriptive title for this request, e.g. Fee-Waived Adoption Event for Dogs
Foster Ambassador Program

Request Amount
e.g. 1000
5000

Total Project Cost
e.g. 5000
5000

Project Description
Provide a detailed description of your request in 250 words or less. Do not describe your organization or its mission. Include other relevant information as explained in program guidelines.
To date, ASD operates a Foster Program that includes 711 foster pet parents. However, only 58 have been selected, trained, and registered as Foster Ambassadors. These individuals have served as an invaluable component in expanding the means by which ASD secures forever homes for shelter pets. Through this grant, ASD would like to expand our existing program by incorporating new foster parents focused on pets with special and/or medical needs, senior pets or those who have been at our shelter for an extended period of time (all of which will be referred to as "special need pets" in this proposal. These pets prove to be the most challenging to find homes for. By placing them with Foster Ambassadors, ASD essentially redoubles its effort to find them forever homes and while providing them with care in a more secure environment.
ASD proposes to use the funds to train 45 new Foster Ambassadors into our program, and provide them with a supplies with which to care for the pets they house, in order to offset costs and monitor their care. Foster Ambassadors will be trained in basic pet care, as well as marketing their foster pet. ASD will require that each Foster Parent let us know on a monthly basis what efforts they have taken to promote the animal they care for, and any prospective adopters. And will be invited to attend ASD off-site adoption events with their pets. We anticipate housing 65 pets through this effort.

Over how many months do you estimate grant funds will be used? (In whole months) Please enter either 6 or 12.
12

Project Timeline and Evaluation
Provide more details on the timeline for the project (including event dates, if applicable). Explain how you will measure the success of the project.
The program's success will be measured by the number of Foster Ambassadors trained, and number of pets adopted through their efforts. Given that ASD will be expanding this program to include high-risk populations in their care, a baseline of ASD's euthanasia rate will be captured at the beginning of the program, and compared quarterly throughout the program's progression.
Foster Ambassadors for this program will be recruited from our existing corps of foster parents. As with all foster trainings, ASD will continue doing so on a one-on-one basis in order to provide the greatest flexibility to interested participants. The average time it takes for a special needs pet to be adopted is 6 months. Thus, the last three months of the program will focus on evaluating the success of the program, and assessing lessons learned and best practices.
Our targets are 45 Foster Ambassadors for special needs pets, with 65 pets circulating through the program in 12 months' time.

Budget Justification.
List estimated or actual costs to justify the amount requested. You may include a budget on the Attachments page. If the total project cost is higher than the amount requested, please explain how the project will be fully funded.
ASD requests $5,000.00 towards the expansion of this Foster Ambassador Program to cover the costs of trainings, marketing materials, and supplies to offset the costs incurred by program participants in the care of the target animals, special needs pets. The budget justification for this program is as follows:
1) Trainings, Marketing Materials - $3,475.00: These funds will be used to cover the cost of monthly trainings (supplies and refreshments). They will also be used to provide Foster Ambassadors with materials with which to promote their foster pets. This will cover the costs of brochures regarding fostering and adoption, as well as t-shirts, leashes, collars, etc. branded with "Adopt my Foster Pet."
2) Medical Supplies - $1,527.00: As pets with special needs are released into the care of Foster Ambassadors, ASD will continue providing these pets with the medications and treatment they require. A fund of $1,100.00 will be set aside to serve as a fund from where to cover the costs of such medication. The remaining funds will be spent on other assistive products, such as pill pockets and training pads, as needed. If these materials go unneeded, these funds will go towards the fund for medication and treatment.
3) Pet Supplies - $2,275.00: Recognizing the commitment of Foster Ambassadors take on in caring for any animal, ASD will provide each Foster Ambassador with a basic starter packet containing 3 months of food and training pads, and other supplies as needed. Each packet is

estimated to cost $35.00. ASD will be working to secure donations to offset this cost and extend ASPCA funds as much as possible.

Geographical Area Served (for THIS request ONLY)
Choose your domicile location in the FIRST drop-down. You may choose additional locations if this grant would benefit your work outside of your own state.
FL

Population Served (for THIS request)
You may choose more than one, but ONLY select those populations that will be served by THIS request. For example, if your organization provides services for cats and dogs, but your request is for dog kennels, you should choose "Dogs" ONLY.
Cats
Dogs

Program Type
Please select the program type most closely aligned with THIS funding request.
Live Release

Program Area
Please select the program area most closely aligned with THIS funding request.
Adoptions (Shelter Outreach-Live Release/Intake Reduction)

Type of Support

Equipment & Supplies (non-vehicle)

Vehicle (only if applicable)

If this request is for a vehicle, please provide an estimate for a vehicle wrap.
If the ASPCA requests its logo on a vehicle wrap, additional funding toward the wrap may be available.

Impact of Request on Animals

If you receive the FULL grant amount requested, approximately how many animals will this grant impact? Fill in a number for each category. Enter -0- (zero) if the category does not apply.

Cats	Dogs	Equines	Farm Animals
15	50	0	0

Birds	Rabbits	People/General Public	Wildlife
0	0	0	0

Programs and Services

Programs and Services
Briefly describe the types of programs your organization provides the community it serves (in 100 words or less).
The Department is an open admission shelter serving all of Miami-Dade Count seven days per week. Programs offered include low-cost spay/neuter for owned pets, vaccination, microchip, and licensing clinic, as well as adoptions, rescue, transport, foster program, volunteer program and offsite adoptions. The Department is responsible for animal control as well, responding to complaints of stray, injured, tethered and police cases as well as dangerous dogs, animal cruelty, pet store/breeder violations, and animal bites to a person

Collaborations
What other animal groups do you work with regularly? List the names, locations and contact information.
ASD currently partners with local ASPCA partners, The Cat Network and the Humane Society of Greater Miami, on numerous projects and programs. They, together with the ASPCA, collaborate on projects spanning from adoptions to pet retention, fostering, spay/neuter, and more. ASD also partners with over 60 rescues in the state of Florida and a dozen out-of-state transport receiving rescues. ASD also partners with major pet merchandise retailers, such as PetSmart and Petco, providing in-store adoptions at 4 different locations throughout the County.

Funding Sources
Briefly describe your fundraising program: explain how and from what sources you raise funds - individual donors, major donors, events, foundations, etc.
The Department raises funds through donations to the Animal Services Trust Fund. The convenience of online donations as well as payroll deduction for all county employees are offered, as well.

Previous Year Grants

List grants received in the past 12 months or previous fiscal year. Include amount, purpose and grantor. You may also upload this list on the last page of the application (indicate intention in the box below).
Uploaded along with proposed program budget.

Spay/Neuter Policy
Briefly describe your spay/neuter policy, program, and follow-up procedures in 100 words or less.
All pets meeting the weight and health criteria are sterilized prior to adoption, rescue or transport. Animals being released to adopters or local rescues not meeting the weight or health requirements are released with a spay/neuter agreement which requires a refundable deposit to be placed in the amount of $50 per animal to ensure the return of the pet within 30 days for sterilization. Enforcement officers conduct follow up inspections and cite in the amount of $500 if necessary to force compliance.

Vaccination Policy
For which diseases do you routinely vaccinate and test? At what point during the animal's stay do you vaccinate? (Within 24 hours after intake? 24-48 hours? Over 48 hours?)
All dogs are vaccinated at intake against DFPP and Bordetella, tested for heartworm (if over 6 months), dewormed, microchipped and have topical flea/tick treatment applied. Once selected for adoption rabies vaccines is administered.

Does your organization have a disaster plan? Please explain.
Miami-Dade Animal Service's (ASD) Disaster Plan is updated annually -- encompassing everything from evacuating the main shelter, staffing pet friendly shelters to responding to an emergency at the Turkey Point Nuclear Power Plant. Under ESF-17, ASD is the lead agency tasked with coordinating efforts to ensure the safety and well-being of all animals, large or small, domestic or exotic. During activations, ASD has a seat at the County's Emergency Operations Center (EOC) and works jointly with other state, municipal and county agencies in the pre- and post-activities.

What is your standard euthanasia procedure?

Sodium Pentabarbital
Yes

Route of Administration
Intravenous or Intraperitoneal

Carbon Monoxide
No

Other
No

Other (Specify)

Euthanasia Performed By:

Veterinarian
Yes

In Shelter	At Veterinarian's Clinic	Staff
Yes	No	No

How many staff perform euthanasia?
35

How is the staff trained or certified?
FACA Certification

Does your state certify euthanasia technicians?
Yes

Other Protocols

Is/are there a veterinarian(s) on staff?
Yes

Do written protocols exist for routine wellness procedures?
Yes

Are cats vaccinated for FVRCP within 24 hours of intake?
Yes

Are dogs vaccinated for Da2PP and kennel cough on intake?
Yes

Is routine deworming done on intake?
Yes

Are intake examinations routinely performed?
Yes

Are animal populations segregated?
Yes

Does your shelter/facility have isolation and/or quarantine areas?
Yes

References

List professionals such as a veterinarian, persons from organizations with which you collaborate, or others who have firsthand knowledge of your organization. Be sure to include email addresses.

Veterinarian Name
Dr. Maureen Swan

Vet Email
dr.swan@humanesocietymiami.org

Vet Phone
305-749-1824

Collaborator Name
(enter the name of a representative from an organization with which you collaborate)
Charlene Grall

Collaborator Email
cgrall@rsmas.miami.edu

Collaborator Phone
786-223-6828

Other Name

Other Email

Other Phone

If this grant request is approved, please indicate the status of your current cash reserves or available credit to cover the costs of your proposed project while waiting for payment from the ASPCA.
While we make every effort to review proposals quickly, please note that reviews may take up to 90 days and, if funded, payment processing may take an additional few weeks.
No Cash or Credit Available

By submitting a letter of inquiry and/or an application for an ASPCA grant, you agree to allow the ASPCA to utilize the information submitted on such letter of inquiry/application in any way it deems appropriate to support its mission to prevent cruelty to animals. Such uses may include, but are not limited to, reproducing such information in print or on the ASPCA website and/or allowing third parties to access such information. In addition, by submitting this letter of inquiry and/or application, you hereby certify that the requesting organization is aware of and endorses this request and the information herein.

Attachments

Title	File Name
Form 990 / W-9 / IRS Letter of Determination	MDC 2015 W9.pdf
Project Budget	BJ Rogers Request - Foster Ambassador Program -FINAL 20151218.xlsx

Files attached to this form may be deleted 120 days after submission.

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