



Department of Administrative Services

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Deschutes County Spay and Neuter Grant Program 2017

Deschutes County is currently soliciting applications for grants to local non-profit organizations which promote and/or provide spay and neuter services. A total of \$12,500 is available for multiple grant awards. Applications must be received in the Deschutes County Department of Administrative Services **no later than 5:00 p.m. on April 21, 2017.**

In November 2007, Deschutes County Dog License and Pet ID Applications were revised to allow a voluntary donation to support spay and neuter services. Each year, these donations, periodically supplemented by additional funds authorized by the Board of County Commissioners, are offered to non-profit organizations which provide spay and neuter services in Deschutes County for pets whose owners are unable to access or afford the procedure. Grant funds may also be used for educational or promotional programs focused on encouraging or expanding spay and neuter procedures in Deschutes County.

To be eligible for the program, applicants must be designated by the Internal Revenue Service as a 501(c)(3) tax-exempt organization, located in Deschutes County, and able to certify that grant proceeds will be used in support of Deschutes County residents.

Applications will be evaluated based on several criteria, including organizational stability, connection to grant funding objectives, and ability to leverage the grant funds to access other financial support.

The deadline to submit an application is 5:00 p.m. on April 21, 2017 and grants are expected to be awarded by the end of June. **Completed applications must be received in the Deschutes County Department of Administrative Services by the stated deadline. Late or incomplete applications will not be considered. Completed applications may be sent electronically to judithu@deschutes.org.**

Deschutes County Spay and Neuter Grant Application 2017

A complete application will consist of the following:

1. This cover sheet, signed and dated.
2. Narrative responses to the questions which appear at the end of this document submitted on no more than three separate, single-sided, single-spaced pages.
3. Attachments as follows:
 - a. Proof of the organization's 501(c)(3) tax-exempt status in the form of a letter from the Internal Revenue Service (IRS).
 - b. An operating budget specific to the proposed program, project, or activity.
 - c. A financial statement that shows actual total revenue and expenditures for the most recently completed 12-month period.
 - d. A roster of the organization's current Board of Directors.

Submit the completed application electronically to judithu@deschutes.org no later than 5:00 p.m. on April 21, 2017. Late or incomplete applications will not be considered. Information or materials submitted in addition to those specifically requested in this application form will not be reviewed.

Contact Information

Organization Name _____

Address _____

City _____ **Zip Code** _____

Phone Number _____ **Alternate Phone Number** _____

Fax Number _____ **E-Mail Address** _____

Website _____

By signing below, I certify the following:

1. All information provided to Deschutes County in this application is correct.
2. I am authorized by the governing board of the stated organization to submit this grant application.
3. This organization is in good standing with the IRS and retains its official 501(c)(3) tax-exempt status.
4. This organization is located in Deschutes County.
5. Any proceeds from a grant award will be used in support of Deschutes County residents.

Print Name _____

Signature _____

Title _____

Date _____

On a separate sheet(s), please briefly answer the following questions:

1. Describe the history of your organization.
2. State the mission of your organization.
3. Describe the leadership and structure of your organization.
4. Describe the primary activities conducted by your organization.
5. Describe the specific program, project, or activity that a Spay and Neuter grant would support, if awarded.
6. Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.
7. Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

Attach:

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