<u>**Sample Application**</u>

Title: More Pets and People Together Grant Application
Description: The application is divided into the following four pages: (1) Shelter information, (2) Current shelter processes, (3) Project focus and proposal, and (4) Supplemental materials and budget. Some fields are required.

Page 1

Shelter name and address

Primary Contact section
- **Section Description:** The primary contact will be notified when funding decisions have been made. If funded, C4AA will send the grant agreement and grant reporting requests to the primary contact.
- Name, email, role, phone #

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Current Processes
Tell us about your current outcomes and intake prevention processes. This baseline information will allow us to gain an overview of processes across the state of California and understand your organization's starting point.

Please select the option that best represents your current operations in the following 12 questions. Skip any processes or policies that do not apply to your operations.

Income requirements to qualify for services (e.g., free spay/neuter or waived fees)		
We don't ask income-related questions	We ask to self-report income but don't require proof	We ask to show proof of income or government assistance program qualification

Amount of services provided per household (e.g., subsidizing veterinary care)		
No limit on amount of help provided	Limit on the dollar amount but no limit on the number of animals or instances we could help with	Limit on the amount of animals, instances and financial assistance

Spay/Neuter requirements to qualify for services (e.g., free spay/neuter or waived fees)		
Offered as an optional service	Required if receiving services more than once	Required to qualify for any services

Language(s) materials and communication are translated to		
Materials/communications are translated by a person who speaks the language	Materials/communications are translated using an auto-translate service (e.g., Google translate)	Materials/communications are available in English only

Languages spoken by public-facing, client services roles (e.g., intake and outcomes departments)		
Bilingual staff members in all public-facing roles	Bilingual staff members fill in needs across public-facing departments	No bilingual staff members available in public-facing departments

Length of public-facing forms to sing up for services, fostering or adopting		
Application is less than 2 pages and asks basic contact information	Application is longer than 2 pages and asks additional/optional questions (e.g., other pets in the home)	Application is longer than 2 pages and requires that applicants provide information about pets and people living in the home and/or information about the home environment and lifestyle

Home verification or checks for fostering, adopting or return to home		
No home checks required	Home-related questions asked in foster/adoption form (e.g., "Do you have a fenced yard?" or "Do you have a pool?")	Photos are required or staff member visits the home

Landlord approval or proof of home ownership for fostering, adopting or return to home		
No landlord or home ownership proof required	Question(s) about landlord approval or homeownership status asked in application but not verified by staff	Staff calls landlord or reviews proof of homeownership (e.g., mortgage statement) prior to releasing animals

Foster volunteer onboarding orientation		
Online or on-demand orientation materials	Mandatory orientation is held online at a scheduled date/time	Mandatory orientation is held in person at a scheduled date/time

Return to home fees		
Waived fees options are widely advertised and offered	Waived fees are an option but not widely advertised and/or offered case by case	Fees are waived as an exception when people meet specific criteria (e.g., income

		requirements, spay/neuter surgery)

Adoption fees		
Adoption fees are typically under $100 and/or can be waived regularly	Adoption fees are typically under $100 but can only be waived during special events or case by case	Adoption fees typically exceed $100 and/or can rarely be waived

Citations administered to pet owners		
We focus on addressing the concern through resources and seldom issue citations	We issue citations when requirements are not met after some level of intervention or resource assistance	Citations are issued to bring pet owners into compliance (intact animal, dog off leash, tethering, etc.)

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Project Focus

The goal of the California for All Animals program is to reduce the euthanasia of healthy and treatable animals in shelters. That means all shelters in California are able to provide every animal at risk with the Right Care in the Right Place at the Right Time to the Right Outcome. To reach this goal, we are focusing on removing barriers and building bridges in four key areas: intake prevention, return to home, foster and adoption.

Project Focus Area(s): Select the area(s) of focus that best fit(s) your proposal's description (select all that apply):
- Intake prevention services
- Return to home/community/field
- Foster programming
- Adoptions
- Other (an outcomes process not listed above)

Project Length: How long would you like your project to be funded?
- 1 year
- 2 years
- Unsure, would like guidance from California for All Animals

Project Proposal

Please answer each of the questions below. You may also submit supplemental information, such as videos, photos, diagrams, sketches or anything else that helps tell the story of your project. Feel free to be creative and share your vision and what you hope to accomplish! We will accept any file format for the supplemental materials.

If you have an existing format for proposals or a recent submission to another funder, feel free to upload that as well. We want this to be an inclusive and engaging process for you.

Title for the Project or Program

Project Goals
Please include 2-5 SMART goals for your project. SMART goals are Specific, Measurable, Achievable, Realistic, and Time-bound. See an example on page 12 of the [From Barriers to Bridges Action Kit](#).

The format of the SMART goals can be bullet points and as brief as 1-2 sentences. Generally speaking, the more involved your proposed project, the more SMART goals you may need to set.

SMART goal #1 (required, 200-character limit)*
SMART goal #2 (required, 200-character limit)*
SMART goal #3 (optional, 200-character limit)
SMART goal #4 (optional, 200-character limit)
SMART goal #5 (optional, 200-character limit)

Implementation Plan
Tell us *how* you will implement your goals and *who* will be involved in implementing them. The format of your answers can be bullet points or full sentences, and we've set a 900-character limit for each of the questions below.

Internal stakeholders: Which staff members will be responsible for carrying out your goals and how will you communicate the changes to them? What training, resources and tools will you provide staff members? (required)

External Stakeholders: Will you have any external partners? If so, who will they be and how will they be involved? How will you maintain a collaborative partnership with them? (optional)

Measuring Progress: Who will be responsible for collecting/entering data? When and where will the data be tracked? Let us know on your grant application if you anticipate challenges around collecting and submitting data. Our team can offer guidance and/or alternative solutions. (required)

Addressing Challenges: How will you address one-off adverse situations, challenges you might encounter or roadblocks that might prevent progress *without* adding more barriers? Who can stakeholders and staff members turn to for questions, feedback or concerns? (required)

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Supplemental Materials

Upload Supplemental Material: (Optional)

Link to Supplemental Material: (Optional)
Please ensure that any linked files are publicly accessible.

Budget
Submit a budget for the proposed project. Include length of time, start-up costs, operating costs and any supplies you may need. You may upload a file of your own or **use our template**.

Requested Amount in USD (required)
Upload Budget