

July 1, 2008

Richard Avanzino, President
Maddie's Fund®
2223 Santa Clara Avenue Suite B
Alameda, CA 94501

Dear Mr. Avanzino:

The Alachua County Veterinary Medical Association (ACVMA) is requesting a \$35,000 grant from Maddie's Fund to administer the sixth phase of a spay/neuter (s/n) program in Alachua County, Florida, involving dogs and cats of low-income people. This program, entitled Maddie's® Spay/Neuter Project in Alachua County, is part of a community collaborative project lead by the Alachua County Humane Society to end the killing of healthy and treatable shelter dogs and cats in Alachua County within ten years.

Veterinary Hospital Participation

The total number of surgeries to be performed under this program is 25,655. The goal for the sixth phase of Maddie's® S/N Project will be 500 s/n surgeries. These surgeries will be performed by ACVMA member veterinarians in private practice veterinary hospitals and non-profit and government spay/neuter clinics (collectively, "organizations") located in Alachua County.

In Alachua County there are approximately 200 veterinarians and 28 private veterinary hospitals/clinics. The ACVMA has 160 member veterinarians. As part of the initial grant application, the ACVMA included baseline s/n surgery statistics from 26 private practice veterinary hospitals/clinics that were interested in participating in this program. Included in this application are baseline statistics for 1 government clinic and 1 non-profit clinic interesting in participating in this program.

The baseline statistics identify the total number of s/n surgeries performed in the organizations during the period January 1, 2000 through December 31, 2000, broken down according to species and the following categories: voucher clients and regular clients. Once the project has started, the ACVMA will collect baseline statistics from any organization that signs up for the program and will submit the information to Maddie's Fund as part of the quarterly reports.

In addition to the baseline reporting requirement, private practice veterinary hospitals that want to participate in the program will be required to submit monthly reports to the ACVMA regarding the number of s/n surgeries performed: (1) as part of Maddie's® S/N Project, (2) as part of any other discount programs, (3) for all clients not included in (1) or (2), with each category broken down according to gender and species. Each participating hospital will also need to report the number of deaths of any dogs and cats delivered for s/n surgeries under Maddie's® S/N Project.

Non-profit and government spay/neuter clinics will also be required to submit monthly reports to ACVMA regarding the number of s/n surgeries performed: (1) as part of

Maddie's® Spay/Neuter Project, (2) as part of any other discount programs, (3) for shelter animals from their own organization, and (4) for shelter animals from other organizations, with each category broken down according to gender and species. Each participating service provider will also report the number of deaths of any dogs and cats delivered for spay/neuter surgeries under Maddie's® Spay/Neuter Project.

Target Populations

Maddie's® S/N Project will be available to Alachua County residents who receive Medicaid assistance and who have companion dogs and/or cats. Caregivers participating in this program will need to present their Medicaid identification cards and a picture identification card at the time of the s/n surgery. Participating organizations will be required to submit photocopies of the caregiver's Medicaid and picture identification cards with each reimbursement form. There will be a pet limit of up to six dogs and cats per household.

S/N surgeries performed on cats and dogs residing in animal shelters or otherwise under the care of animal welfare organizations will not be eligible for reimbursement as part of Maddie's® S/N Project.

Grant Request

The grant request for the sixth phase of this project is \$35,000. Of that, approximately \$33,000 will be used to pay qualified organizations for performing 500 s/n surgeries on dogs and cats of low income people who receive Medicaid benefits. Approximately \$2,000 will be used by the ACVMA to administer the program (based on a \$4 transaction fee per surgery performed).

In addition to the grant funds, the public may be asked to make a co-payment of \$20 per dog surgery and \$10 per cat surgery. The ACVMA is proposing to use grant funds as follows:

Spay/Neuter Reimbursement Fees	Admin Fee (Lead Agency) Per Surgery	MF Surgery Payment				Public Co Pay				Total Payment to Vets/Clinics (inc Public Co-Pay)			
		CATS		DOGS		CATS		DOGS		CATS		DOGS	
		M	F	M	F	M	F	M	F	M	F	M	F
Private Practice Vet Hosp	\$4.00	\$30	\$75	\$50	\$120	\$10	\$10	\$20	\$20	\$40	\$85	\$70	\$140
Non-Profit & Gov't Clinics	\$4.00	\$25	\$60	\$35	\$90	\$10	\$10	\$20	\$20	\$35	\$70	\$55	\$110

Participating private practice veterinary hospitals have elected to omit the co-payment in an attempt to increase the number of surgeries performed. We would like to reserve the right to reinstate the co-payment, however, in the event that this does not continue to result in an increase in spays and neuters. The ACVMA agrees that no additional fees, beyond the reimbursements from grant funds and the public's co-payment, will be charged by participating organizations for s/n surgeries performed under Maddie's® S/N Project.

Additionally, the ACVMA is asking for a provision to request additional funds during Phase VI of the project should we exceed our goal of 500 surgeries, or the distribution of surgeries among species and gender causes us to expend the grant funds before the end of Phase VI.

Reporting Requirements

The ACVMA will provide Maddie's Fund with quarterly, semiannual, and annual reports that contain an alphabetical list of all participating organizations and for private practice veterinary hospitals, a breakdown of s/n statistics identifying the number of s/n surgeries performed: (1) as part of Maddie's S/N Project, (2) as part of any other discount programs, (3) for all clients not included in (1) or (2), with each category broken down according to gender and species; and for non-profit and government clinics, a breakdown of s/n statistics identifying the number of s/n surgeries it performed: (1) as part of Maddie's S/N Project, (2) as part of any other discount programs, (3) for shelter animals from their own organization, and (4) for shelter animals from other organizations, with each category broken down according to gender and species. Each participating organization will also report the number of deaths of any dogs and cats delivered for s/n surgeries under Maddie's S/N Project. In addition, the ACVMA will submit baseline statistics for all new organizations participating in the program.

As part of the semiannual and annual reports, the ACVMA will provide financial information that includes an income statement for grant funds, a balance sheet and a statement of cash flow. The ACVMA will also will include a list of publicity the Maddie's S/N Project has generated.

Maddie Recognition

The ACVMA understands the importance of recognizing Maddie, the little dog who inspired the creation of Maddie's Fund. Should this grant be funded, the ACVMA will ensure compliance of the Maddie Recognition outlined in the confirmation letter.

Task Force

The ACVMA will re-form an advisory task force comprised of veterinarians and other experts as appropriate to provide advice on the technical aspects of the project and to develop guidelines for participating veterinarians. All members of this task force will serve as volunteers. No guidelines, conditions or requirements that the task force recommends will be adopted without the prior written approval of Maddie's Fund.

Banking Procedures

To ensure that the grant funds are maintained securely and disbursed properly, the grant funds will be held in a checking account at the Campus USA Credit Union. This will not be an interest-bearing account. Checks over \$1,000.00 written from this account will require two signatures. Checks under \$1,000.00 written from this account will require one signature. The following individuals will be authorized to make transfers and sign checks: Dr. Joan McKinney, President; Dr. Molly Pearson, Maddie's S/N Project Liaison; Dr. Amy Stone, Secretary/Treasurer; Dr. Julie Corbett, Past President.

The Role of the ACVMA

As the lead agency, the ACVMA will be responsible for the administration of this project. That includes:

- Ensuring to the best of its ability that all dogs and cats involved in the project will receive humane, ethical and professional treatment
- Guaranteeing to the best of its ability that all participants will agree to: 1) support the core values of Maddie's Fund including honesty, integrity and mutual respect; 2) maintain cordial, professional relations with colleagues, other individuals and groups involved in the care of animals; and 3) carry on public debate without personal attacks or recriminations
- Distributing grant funds to reimburse participating organizations
- Monitoring the progress of the project to ensure compliance by all participants and the successful achievement of the project goals
- Obtaining baseline statistics and monthly reports from the participating organizations
- Providing Maddie's Fund with quarterly, semiannual and annual reports
- Honoring reasonable requests by Maddie's Fund to participate in regional/national media opportunities and/or to be featured speakers at regional/national conferences
- Following a special Maddie Recognition Plan developed for the project.

The ACVMA pledges to honor the philosophy and values of Maddie's Fund and looks forward to continuing to work with your organization. Thank you for giving us the opportunity to make a lifesaving difference for the animals of Alachua County.

Sincerely,

Joan McKinney, D.V.M.
President, ACVMA

MADDIE'S S/N PROJECT BUDGET

REVENUE

Maddie's Fund Grant \$ 35,000

EXPENSES

Payments to the Veterinarians \$ 33,000
Bookkeeper \$ 1,000
Bank Charges \$ 35
Liability Insurance and Other Legal Fees \$ 240
Office Supplies \$ 50
Promotion and Publicity \$ 350
Printing \$ 275
Postage \$ 50
Telephone [see narrative] \$
TOTAL EXPENSES \$35,000

BUDGET NARRATIVE

Bookkeeper: Maintains the database, writes and distributes the reimbursement checks to the doctors, and prepares the reports.

Bank Charges: Account maintenance fees, charge to return excess funds, check printing.

Liability Insurance and Other Legal Fees: To maintain a liability account for the ACVMA Board and other legal fees

Office Supplies: Office supplies including software to manage the accounting requirements for the grant.

Promotion and Publicity: Advertising (TV, radio, bulletin boards, flyer design)

Printing: Actual cost of printing flyers, mail outs, etc.

Postage: Mailing checks, flyers, etc.

Telephone: Cost of long distance calls/faxes [Absorbed by Micanopy Animal Hospital]

**OTHER SUPPORTING DOCUMENTS TO BE INCLUDED IN THE APPLICATION,
IF NOT ALREADY ON FILE WITH MADDIE'S FUND:**

- Brief description of the ACVMA, including staff size and history
- Information about the leadership implementing the program
- Copy of the ACVMA's IRS Determination Letter
- Copy of the ACVMA's most recent audit or financial statement
- Three letters of reference for the ACVMA