

## Community Spay / Neuter Assistance Program

Clark County and the city of Vancouver have provided \$15,000 to the Community Spay/Neuter Assistance Program to assist local organizations with programs dedicated to spaying and neutering domestic animals. The Clark County Animal Protection and Control Advisory Board is now accepting applications for these grant funds through April 15, 2016.

**The application deadline is 5 p.m. on April 15, 2016. Applications can be submitted by:**

**Mail** Animal Protection and Control  
PO Box 9810  
Vancouver WA 98666-9810

**Fax** (360) 759-6807

**Email** [adrienne.powers@clark.wa.gov](mailto:adrienne.powers@clark.wa.gov)

**Delivery** Animal Protection and Control  
1300 Franklin Street, third floor  
Vancouver WA 98660

The Animal Protection and Control Advisory Board will review the applications and recommend fund recipients to the Board of Clark County Councilors for further consideration. Preference is shown to applicants requesting matching funds. Applicants must be active licensing agents for Clark County and grant funds must be spent on licensed pets within Clark County.

### **Application**

Please use the following format when preparing your application. You may also attach additional information if necessary.

### **Summary**

Give a brief one or two sentence summary of your proposal.

### **Statement of need**

Address the needs of both the community and your organization.

### **Program description**

Give a detailed description of your proposal.

### **Evaluation**

Provide proposed method of evaluating the effectiveness of your program.

### **Organization information**

Give general background information about your organization or project.

### **Conclusion**

Give a general summary of your goals and objectives.

### **Program budget**

Give a proposed expense and revenue summary.

The advisory board may request additional information before making a final recommendation to the Board of Clark County Councilors. Any such requests shall be made in writing from Clark County Animal Protection and Control.

Thank you for participating in this important community program.

If you have any questions, please contact Adrienne Powers at (360) 397-2375 ext. 5852 or [adrienne.powers@clark.wa.gov](mailto:adrienne.powers@clark.wa.gov).

**Revised 2/2/16**



Community Development  
1300 Franklin Street, Vancouver, Washington  
Complaints: (360) 397-2488 Fax: (360) 759-6807  
Licensing information: (360) 397-2489  
[www.clark.wa.gov/pets](http://www.clark.wa.gov/pets)



For an alternate format, contact the Clark County ADA Compliance Office.  
Phone: (360)397-2322  
Relay: 711 or (800) 833-6384  
E-mail: [ADA@clark.wa.gov](mailto:ADA@clark.wa.gov)

**Criteria and Process**

1. To qualify for assistance from this program, applicants must reside within Clark County, Washington and be eligible to receive funding pursuant to: RCW 39.34.020 public agency, or RCW 19.09.065 non-profit organizations, or RCW 28A.150 educational institutions. Applicants must also be an active licensing agent for Clark County Animal Protection and Control.
2. Preference shall be shown to applications that request matching funds to support program activities.
3. Recipients of support from the Community Spay/Neuter Assistance Program shall be accountable to the county and be subject to an audit at the discretion of the county. Recipients shall submit to the county reports every three months reflecting the number of animal owners receiving assistance, the name of each animal owner, the animal type and gender, the date of the procedure and the veterinarian providing the surgical procedure.
4. Applications for assistance shall be in written form, with no public testimony before the advisory board committee.
5. Applications must be received or postmarked by April 15, 2016.
6. Applications should be mailed to:  
Animal Protection and Control  
Advisory Board  
P.O. Box 9810  
Vancouver, WA 98666-9810  
  
Or delivered to:  
Animal Protection and Control  
1300 Franklin, third floor  
Vancouver WA 98660  
Monday through Friday  
8:30 a.m. through 3:00 p.m.
7. Public announcement requesting applications shall be made at minimum once each year. Requests shall identify specific application and final determination deadlines.
8. A subcommittee of the Animal Protection and Control Advisory Board shall convene to review applications for assistance, and make recommendations to the Board of County Councilors.
9. The advisory board may request presentations by applicants before making final determinations.
10. Once a deadline has passed without approval of an application, a new application shall be required for future consideration.
11. Receipt of applications for assistance from the Community Spay/Neuter Assistance Program shall not preclude the Board of County Councilors from determining to utilize this fund to support existing county programs.
12. Allocation of funding shall be in the form of a contractual agreement between the county and the recipient organization. Recipients must provide the county proof of comprehensive general liability insurance with a single limit coverage in an amount of \$1,000,000 per occurrence.
13. Grant recipients may only perform spay/neuter services on animals with a current Clark County license. The license may be purchased at the same time as the spay/neuter procedure using the reduced spay/neuter fee.