



Funding Request Guidelines for Paws for Love Foundation, a 501(c)(3) organization

I. Eligibility

A. Eligible Organizations

- a) Non-profit groups - special needs and support of existing programs
- b) For-profit groups – special needs and restricted to specific purposes that are within Paws for Love 501(c)(3) purposes
- c) Individuals – reimbursement for specific expenses directly related to the animal's needs within Paws for Love 501(c)(3) purposes. Veterinarian assessment and prognosis required for medical treatment. **(no funding is available for personal pets)**
- d) Eligible groups must reside in the following states: CA, OR, WA, ID, NV, AZ, NM, UT, CO, MT, & WY

B. Eligible Programs

- a) Spay/neuter clinics
- b) Medical fund
- c) Surgery
- d) Adoption services
- e) Education
- f) Equipment/Supplies
- g) Foster care programs

C. Ineligible Organizations

- a) Breeders for profit
- b) **Individuals, for personal pet care** and/or related expenses
- c) Funded groups other than participation in existing programs such as spay/neuter events. No portion of Paws for Love funds to be used for funded groups' operational expenses.
- d) Application must be received from the organization or individual receiving the grant, if approved; indirect or third party applications on behalf another organization or individual will not be considered
- e) Groups or programs operating outside of the United States

D. Ineligible Programs

- a) Deficit reduction
- b) Entertainment costs
- c) Building improvements, expansion, and/or operational expenses.
- d) Transportation expenses such as airfare
- e) Duplication of funding for an eligible program such as S/N clinic when funding has been awarded through another recipient, or independently from the Paws for Love Foundation for the same or similar program.

- f) Programs relating to the care of animals transported to the US from another country within the past six months.
- E. Selection Criteria
 - a) Relevancy to Paws for Love mission statement and goals
 - b) Funding availability
 - c) Feasibility that funds will achieve desired result
- F. Funding Limitations
 - a) Limit to matching funds for some applicants when other resources may be available
 - b) Seek reduced cost for treatment provided by veterinarians and hospital
- G. Application for Funds Processing Procedures
 - a) Submit application per application instructions
 - b) Application review by Paws for Love Board of Directors. Review process includes obtaining pertinent documentation such as IRS letter from non-profits and veterinarian report for medical treatment
 - c) Board completes final vote on application following receipt of completed application.

II. Application Information

- A. Information must be submitted on Paws for Love Application Form
- B. Name of Organization or Individual
- C. Address
- D. Website, if applicable
- E. IRS Tax ID Number, if applicable (copy of Non-Profit's IRS letter required)
- F. Contact Name and Title of Applicant
- G. Contact Address
- H. Contact Phone Number
- I. Contact Email
- J. Specific Need, Program, or Event
 - 1. Amount requested
 - 2. Statement of intent and need.
 - 3. If approved, how will funds be used?
 - 4. Written veterinarian assessment, if applicable, attached to application
 - 5. Number of animals that would be served
 - 6. Goals/objectives
 - 7. Proposed timeline
 - 8. Expected outcome
 - 9. How will results be measured?
- K. Has applicant received funds from Paws for Love in the past? If yes, when and for what purpose? (*funding is limited to a maximum of two per calendar year per applicant)

- L. If non-profit:
 - 1. History of organization
 - 2. Mission or Vision Statement
 - 3. List of Board of Directors
 - 4. IRS letter 501(c)(3) proof
 - 5. Website if applicable

III. Disbursement of Funds

- A. Medical bills paid directly to vet upon receipt of invoice
- B. If paying directly to applicant:
 - 1. Reimbursement upon verification of expenses
 - 2. Summary report submitted with proof of costs and payment
 - 3. Summary or update to be provided to the Paws for Love Foundation within four months of receipt of funding.
- C. **Funding amounts are typically in the \$100.00 – 1000.00 range**, subject to need and availability of funds.

*** Please note ***

Due to our by-laws and IRS restrictions, the Paws for Love Foundation is not permitted to provide any funding to individuals, or to an organization on behalf of any individual for a personal pet

Your need for funding must fall within the purpose of our mission:

Our mission is to provide resources and funding to shelters, rescue groups, and individuals dedicated to improving the health, welfare, & adoptability of unwanted & abused animals.