

**Greenbelt City Council
Work Session**

**Citizens Animal Response
Team**

**Wednesday,
May 24, 2017
8:30 p.m.**

**Room 201
Greenbelt Community Center**

**CITY OF GREENBELT, MARYLAND
MEMORANDUM**

TO: Nicole Ard, City Manager
FROM: Celia W. Craze, Planning and Community Development
Director
DATE: May 22, 2017
SUBJECT: Response to GCART petition

At the October 24, 2016 City Council meeting, residents Kris White and Dr. Laura Kressler presented a petition asking that the city establish a Community Animal Response Team (CART), or GCART as it would be referenced in Greenbelt. A CART is similar in function, purpose and organization to CERT (Community Emergency Response Team), but is focused on the provision of emergency services to animals, pets and their owners. There are several CART's in Maryland – Montgomery County, Charles County, and one for the state. There is also a Commonwealth of Virginia SART.¹ The District of Columbia has a CART and a SART.

I have been working with Ms. White and Dr. Kressler for nearly one year as GCART has been developed.

It is envisioned that GCART would be similar to CERT in that it would be a volunteer citizen organization. CERT is not a designated city group and is not an off shoot of PSAC. CERT does receive funding through the Police Department budget. GCART would also be independent of city advisory boards, but would work with either or both the Police Department and Animal Control. As a volunteer citizen organization, it is not necessary for the City Council to create GCART, but City Council would need to approve any affiliation with city departments, particularly if funding requests might be forthcoming.

It has been a management objective for this department to work to establish a CART. Fulfilling this objective has been made possible due to the work of Ms. White and Dr. Kressler.

As the organization of GCART evolves, it is necessary to formalize its relationship with the city government. This would include issues such as status, affiliation with city departments, access to city facilities, liability insurance, revisions to the emergency operations plan and funding.

Status

¹ A SART is a State Animal Response Team – identical to a CART but at a state level.

GCART has prepared its by-laws, mission and goals, and an animal annex². They have elected a Board of Directors and have begun to recruit members. There has been a presentation to the Four Cities coalition, and discussions are underway to enlist supporters for GCART. Drafting of standard operating procedures is in process.

GCART has also prepared a grant application for the AKC Reunite grant, which would provide matched funds for the award of a fully equipped emergency services trailer. To qualify for the grant, the sponsoring group must raise \$12,000 to offset part of the cost of the trailer and equipment. It is also necessary for an AKC registered kennel club to sponsor the application. An AKC club from Hyattsville has volunteered to support the grant application, and has pledged \$1000 toward the cost. It would be necessary to do additional fundraising to secure the funds required to obtain the emergency trailer. Berwyn Heights and the City of College Park have made tentative commitments for \$1000 contributions each, but this is contingent on the execution of Memorandum of Understanding with Greenbelt.

Affiliation with city departments

To this point, the GCART organizers have been working with me as GCART has been planned. For the purpose of general liaison to the city government, it makes sense for GCART to work through this department. However, in the case of activation, GCART would work under the Police Department, as critical incidents would be handled by the police. CERT works according to the same critical incident command system.

Access to city facilities

The success of GCART is tied to its ability to secure the funding for the emergency services trailer. Without equipment like cages and carriers, it would be impossible to establish a temporary shelter for the pets of displaced families. If GCART is able to qualify for the AKC Reunite CART trailer, it would be necessary to find a location for the storage of the trailer. The CERT trailer is stored at the Public Works. It is suggested that the GCART trailer be stored at the Public Works yard, assuming that space is available.

It would also be necessary for the city to provide a truck and driver to move the trailer if deployment is necessary.

Liability insurance

² The animal annex is the proposed addendum to the Emergency Operations Plan to address animals.

CERT is covered under the city' LGIT policy under specific circumstances. It requires that any deployments (including those for non-emergency situations) be conducted under the direction and coordination of city staff. Should there be Memorandum of Understanding with other jurisdictions, liability insurance requirements must be addressed.

Revisions to Emergency Operations Plan

The original emergency operations plan did not take into account the needs to provide evacuation and shelter to families with pets. Individuals are often reluctant to evacuate a dangerous situation if they are unable to bring along their pets. This is one reason every EOP should address pet and animal evacuation.

As part of their background work developing GCART, an addendum to the city's EOP was drafted. This document spells out how GCART would be utilized in the case of an emergency. This is critical if GCART is to be properly used during emergency events. With the establishment of GCART, this addendum should be added to the EOP.

Funding

The major initial expense associated with the creation of GCART is the cost of equipment. GCART has located a source for a fully equipped operations trailer. The value of the trailer is \$22,000, but it can be acquired through the AKC Reunite grant program for a cost of \$12,000. GCART has been soliciting contributions today the purchase of the trailer, and would be asking that the City Council approve some funds toward the trailer.³

GCART would request a minimum of \$1000 from the city as a contribution toward the \$12,000 required to qualify for the AKC Reunite grant to purchase the operations trailer.

Once the AKC Reunite trailer is acquired, it becomes the property of the City of Greenbelt. It would be the responsibility of the city and/or GCART to restock the trailer. The AKC Reunite grant only provides for the trailer and initial outfitting of the trailer.

Requests for CERT funding are made through the Police Department during the budget. It is envisioned that GCART would make

³ A \$12,000 match is required to obtain the fully equipped operations trailer. As funds are received, they are deposited into an AKC account for GCART. If the funds received exceed \$12,000, those excess funds are retained in the GCART AKC account and may be used by AKC as proceeds for another organization's AKC Reunite grant. Excess funds could also be used toward the purchase of a second trailer.

similar requests when appropriate. Depending on departmental affiliation, the budget request could come through either the police department or the animal control budget.

Recommendation

CART programs are a critical element of emergency operations planning and execution. Families are often reluctant to evacuate homes if they are unable to bring their family pets. CART programs provide emergency shelter for displaced families and their pets, allowing for orderly evacuation in the case of emergency. It is not necessary for an emergency to be large scale to mobilize CART resources. Fires and power outages that cause families to be removed from their homes may cause a response from a CART. Any emergency incident may necessitate activation of a CART response.

GCART brings this additional element of emergency response planning to Greenbelt. As a citizen organization its organization and internal operation are separate from the city government. It is a partner to emergency services providers in the event of an emergency.

It is recommended that the City Council endorse the formation of Greenbelt CART, and that the Council schedule a work session to discuss issues such as funding, affiliation with city departments, and logistics.

The Greenbelt Community Animal Response Team (GCART)

Mission Statement/Vision Statement/Goals/Objectives

Wednesday, October 14, 2016

Mission Statement

The Greenbelt Community Animal Response Team's (GCART) mission is:

- To provide our community with animal-related emergency response during disasters and local emergencies;
- To ensure our volunteers are trained and ready to provide community animal response, such as temporary sheltering of displaced animals through ongoing training, exercises and drills;
- To educate the public about disaster preparedness for their animals.

Vision Statement

GCART is closely affiliated with the Greenbelt Community Emergency Response Team (GCERT). GCART participates in joint training and exercises with GCERT as well as with other regional and municipal CERTs.

In the event that the City of Greenbelt enters into a memorandum of understanding with an Animal Disaster Response organization, such as Red Rover, GCART is available to support and assist with the organization's response as requested.

During a large disaster, GCART volunteers are trained to:

Operate under the Incident Command System;
Secure animals running at large;
Check incoming animals for microchips;
Place temporary collars on the animals with unique ID numbers;
Triage animals;
Set up a temporary shelter (set up caging, special needs areas, and supplies);
Perform or assist with shelter operations;
Perform registration and animal intake, and other record-keeping as requested;
Provide public outreach and information concerning animals;
Assist in the reuniting of displaced pets with their families;
Coordinate animal transfer to County or Federal temporary or permanent shelters as necessary during prolonged events; and
Close the temporary shelter and store and maintain equipment and supplies for the next emergency or disaster.

During a local, smaller emergency, GCART volunteers are available to assist Animal Control and first responders with:

The intake of displaced animals;
Triage of animals and first aid;
Record-keeping;
Temporary shelter operations, including setting up a temporary shelter if necessary.
Assist with reuniting pets with their families;

Vision Statement (continued)

GCART members who are not providing community animal response during a disaster or local emergency are available to perform basic CERT response with the GCERT, as they will have completed the basic CERT training.

GCART volunteers also:

Participate in community events;

Provide a comfort station for animals including pet first aid, during community events when requested;

Educate the community about making emergency plans for their pets ;

Network with local animal organizations, including veterinary clinics;

Network with other CART groups through local, regional and national conferences, training courses and exercises; and

Solicit donations of equipment and supplies.

Goals

- Prepare and support GCART volunteers by providing them with initial and forward-going training, animal-related equipment and supplies.
- Provide CART specific, Just-in-time training to spontaneous volunteers during disaster events.
- Join the Maryland Animal Emergency Network (MAEN).
- Obtain the sponsorship of a local, licensed AKC Club to obtain a companion animal mobile equipment trailer (CAMET) through the AKC Pet Disaster Relief Fund.
- Maintain sheltering equipment and supplies necessary for a successful animal emergency response to a disaster or emergency.
- Provide community animal response during emergencies and disasters.
- Provide ongoing training opportunities and exercises to support community animal response.
- Participate in GCERT training opportunities and encourage GCERT to participate in GCART training.
- Participate as a CART in regional training exercises and drills.
- Partner with local veterinarians, rescue groups and other animal-related organizations and groups, including Beltsville Agricultural Research Center (BARC).
- Host community education events for the general public featuring topics such as animal disaster preparedness, sheltering, and animal rescue response.

Goals (continued)

- Communicate actions and activities on a regular basis with stakeholders and the public via social media, educational events, city news outlets and displays at public events.
- Encourage the City of Greenbelt to enter into a memorandum of understanding with a national animal disaster response organization.

Objectives

- Provide potential CART volunteers with a GCART application and require that volunteers complete the following training:
 - Basic CERT Training (Provided by Prince George's County. This training includes an introduction to ICS.)
- Recommend that volunteers take the following courses:
 - IS 10.a – Animals in Disasters: Awareness and Preparedness (available online)
 - IS 11.a – Animals in Disasters: Community Planning (available online)
 - Red Cross Human and Pet First Aid Courses
- Provide volunteers with Psychological First Aid training.
- Identify and partner with local veterinarians, rescue groups, and other animal-related organizations.
- Identify possible locations suitable for temporary sheltering.
- Provide educational events for the community.
- Use a Facebook page, and other social media, to inform the public and stakeholders about upcoming GCART activities, training opportunities, and exercises.
- Participate in local community events, displaying and distributing information about the purpose of a CART and animal disaster preparedness.

By-Laws
Of The
GREENBELT COMMUNITY ANIMAL RESPONSE TEAM

ARTICLE I-NAME

The membership shall be known as “Greenbelt Community Animal Response Team (GCART).”

ARTICLE II -PURPOSE

The purpose of GCART is three-fold:

- To provide animal-related emergency response during disasters and local emergencies;
- To ensure volunteers are trained and ready to provide community animal response, such as temporary sheltering of displaced animals; and
- To educate the public about disaster preparedness for their animals.

ARTICLE III-MEMBERSHIP

SECTION 1: The membership of this organization shall be a team as described in ARTICLE IV, and the representatives appointed by GCART from supporting and participating organizations as described in the sections of ARTICLE III that follow.

SECTION 2: The GCART will invite all organizations interested in participating in GCART to propose their involvement by means including but not limited to: describing their focus, identifying their official representatives (1 Principal and 1 Alternate), identifying their governing organization, disclosing their finances when deemed necessary by GCART and by attending at least one GCART meeting annually.

SECTION 3: GCART shall consider proposals and determine which organizations shall be allowed to sponsor, and the extent of the sponsorship, based on criteria including, but not limited to, the current focus of the GCART group, available time and resources the sponsoring organization will provide, the timeliness of the proposal by the organization, the demonstrated ability of the organization to perform as described in their proposal, and the availability and ability of the Officers of the Board of Directors to monitor the sponsorship.

SECTION 4: All members must be at least 18 years old. Teenagers who have obtained certification in the area of emergency preparedness and response shall be allowed to be members ONLY with pre-approval of the Board of Directors and after completion of a signed waiver from their parent or legal guardian. Anyone under the age of 18 who is not a member of GCART will be allowed in GCART events, exercises and drills only under the direct supervision of their parent or legal guardian and ONLY with the pre-approval of the GCART Board of Directors. Any person working during an emergency response must have an up-to-date, valid, signed waiver.

SECTION 5: In order to respond to emergencies members must have completed the minimum training requirements as set by the Board of Directors. At this time that includes the Basic Community Emergency Response Team training. There shall be additional requirements for management and supervisory positions within GCART. The following training is also recommended for all members to complete: IS 10 Animals in Disasters: Awareness and Preparedness, IS 11 Animals in Disasters: Community Planning, ICS -100 Introduction to the Incident Command System (ICS), IS-700 An Introduction to National Incident Management Structure (NIMS), and Human First Aid and Pet First Aid. Other certifications are encouraged but not required. In the event of an emergency, *Just In Time* training will be provided and must be completed successfully by spontaneous volunteers who wish to assist the GCART. This *Just In Time* training will focus on animal disaster response, ICS, and personal safety; additional content will be volunteer position-specific.

ARTICLE IV-BOARD MEMBERS

SECTION 1-The governing body of the organization shall consist of a Board with no more than nine (9) members, which membership shall have been set in accordance with approved Policies and Procedures. As soon as these by-laws are effective, an election will be held to fill the positions of Commander, Vice-Commander, Secretary and Treasurer for a period of one year. The Commander must be a resident of Greenbelt. Following this initial election, elections will be held every odd year for the position of Commander and Secretary and every even year for the position of Vice-Commander and Treasurer. Elections will be held only in the fourth quarter of the year. Members shall be notified by social media, and email or mail, 14 days prior to the election. Members shall be provided with the opportunity to nominate members for the positions up for election. In the event that no nominations are made by the membership and accepted by the members nominated, nominations may be made from the floor prior to voting for the officers. All vacancies will be appointed by the remaining Board of Directors.

SECTION 2- The duties of the Board shall be:

- a. To meet at least quarterly, but encouraged to meet more frequently if necessary.
- b. To conduct the affairs of GCART, subject to the Rules and Regulations and laws of the State of Maryland;
- c. To appoint committees and subcommittees as may be necessary to achieve the purposes of GCART.
- d. To seek monetary donations for GCART and provide an accurate accounting for all monies and other donations received.
- e. To disburse monies in the furtherance of the purposes of GCART. Any distributions over the amount of \$200 must be approved by the GCART Board of Directors.
- f. To prepare a budget and final report to be submitted to the City of Greenbelt annually.
- g. To seek volunteers in support of GCART.
- h. To ensure the treasurer presents an up-to-date financial report at least quarterly and preferably monthly.
- i. To attend regularly scheduled Board meetings. No more than two unexcused meetings in a row may be missed before the Board position will be considered vacant.
- j. Members may also be removed due to a conflict of interest or other activities that are deemed to be detrimental to the best interests of GCART. A majority vote of the Membership Advisory Committee at a regular meeting is needed to remove a member.
- k. Board members are expected to attend all meetings. Excessive absences will be addressed by the Board of Directors with the possible penalty of the member being removed from the Board.

SECTION 3: Members must be notified about all regularly scheduled meetings and special meetings and provided with the meeting agenda prior to the meeting.

SECTION 4: GCART will not be responsible for any debts or obligations incurred by any person or parties incurring such debts without proper approval of said debt or obligations as described in ARTICLE IV, SECTION 2e. Any debt or obligations incurred without Board approval will be the sole responsibility of the person or party that incurred said debt or obligation.

ARTICLE V-MEETINGS

SECTION 1: The Annual Meeting of the GCART membership shall be held during the fourth quarter of the calendar year at such time and place as decided by the Board of Directors. A notice shall be published by email and postings on the GCART web site or social media page two weeks prior to the meeting. The agenda shall be available prior to the meeting.

SECTION 2: Special Meetings may be called by the Board of Directors. Prior notice shall be given to the membership of at least one week preceding the date set for the meeting. The agenda shall be available to the membership prior to the meeting.

SECTION 3: At all business meetings a quorum shall consist of a minimum of 1 Board Member and should include a majority of the GCART members. At the Annual Meeting a quorum must include 3 Board Members and should include the majority of the GCART members.

SECTION 4: Members may call a Special Meeting by submitting a petition signed by at least ten (10) or by a majority of the GCART members to the Board of Directors. Prior notice shall be given to the membership of at least one week preceding the date set for the meeting. The agenda shall be available to the membership prior to the meeting.

ARTICLE VI-SUGGESTED GUIDELINES

Roberts Rules of Order Revised shall be the suggested guidelines for governing all business proceedings not otherwise provided in these By-Laws

ARTICLE VII-AMENDMENTS

These By-Laws may be amended by any Board Meeting after fourteen (14) days notice to the membership, and after an opportunity for feedback from members in writing (emails are acceptable) or during a GCART meeting before the amendment can be voted on by the membership.

ARTICLE VIII-FISCAL YEAR

The GCART fiscal year will be from July 1 through June 30.

Certification: These Rules and Regulations were adopted at a regular meeting of the GCART Committee held on _____(date) by a majority vote of the membership present.

Members present and voting:



CANINE SUPPORT AND RELIEF FUND AKC PET DISASTER RELIEF GRANT GUIDELINES AND APPLICATION

AKC PET DISASTER RELIEF

AKC Reunite, through its Canine Support and Relief Fund, coordinates contributions and funds to donate AKC Pet Disaster Relief Units ("Units") to qualified organizations and government units and instrumentalities. These Units are intended to be used to provide co-location for the pets and service animals of people evacuating emergency situations, in accordance with the federal PETS Act of 2006. Each Unit comprises a 16 ft. x 7 ft. two-axle trailer with many of the materials necessary to set up an emergency shelter for fifty or more pets and service animals.

APPLICATION OVERVIEW:

- Applicant must be a 501(c)(3) tax-exempt organization whose mission includes animal-related disaster relief activities, directly related to companion animals and service animals, in accordance with the federal PETS Act of 2006. Alternatively, applicant may be a government unit or instrumentality.
- Applicant must work with an American Kennel Club ("AKC") member or licensed club(s) to raise funds for the Unit.
- The current typical cost of each Unit is approximately \$22,000. Once the sponsoring Local AKC club(s) have raised at least \$12,000, AKC Reunite will allocate and supplement the additional funding to fully fund the trailer using National donations from AKC Parent Clubs and its own funding. These amounts are subject to change. If your Club or group of Clubs wants exclusive sponsorship of the trailer, a donation of \$19,500 is required. All trailers are delivered with AKC Reunite logos and the AKC Pet Disaster Relief masthead. Club and other logos will be featured for funding of \$1,000 or greater toward a trailer according to the logo schedule.
- After sufficient funds for the purchase of the Unit have been raised, the application has been approved, and AKC Reunite and the recipient organization have entered into an AKC Pet Disaster Relief Unit Agreement, arrangements will be made to order and deliver a Unit to the recipient organization.

Applications for funding are considered without regard to race, gender, disability, religion, ethnicity, age or sexual orientation.

APPLICATION INSTRUCTIONS:

- Applications must be in writing on the designated form or in the approximate format provided. Do not remove or omit any of the application's questions. If a question is not applicable to your organization, please answer with N/A.

- To apply, submit the following application in a hard-copy format (Sections A, B, C and D) Emailed versions are acceptable in portable document format (PDF) form only. Do not fax the grant application.
- Retain one copy of the application for your records. Multiple copies, videotapes or other attachments will not be accepted.
- Do not bind the application with staples or folders or put into binders, as we must be able to separate and copy the application. Paper clips and binder clips are permitted.
- You will be contacted by telephone or email if there are any discrepancies or concerns regarding the application.
- Recipients will receive a Grant Follow Up Form which must be completed and returned in accordance with the AKC Pet Disaster Relief Unit Agreement.

Applications can be sent to:

**Tessa Johnson – Grant Administrator
AKC Reunite
8051 Arco Corporate Drive, Suite 200
Raleigh, NC 27617**

CSARF@akccar.org

phone: 919-816-3980

OTHER REQUIREMENTS

1. Applicant must be a 501(c)(3) tax-exempt organization whose mission includes animal-related disaster relief activities, directly related to companion animals and service animals, in accordance with the federal PETS Act of 2006. Alternatively, an applicant may be a government unit or instrumentality.
2. Applicant must be ready, willing, able, trained and authorized to provide an emergency shelter for pets and service animals displaced due to natural or man-made emergencies or disasters.
3. An AKC member or licensed club must sponsor the application and raise funds to be complemented by funds from AKC Reunite for purposes of purchasing the Unit.
4. Recipient organization must sign the AKC Pet Disaster Relief Unit Agreement prior to receiving the Unit.
5. Recipient organization will take full title, responsibility and liability for the Unit.
6. Recipient organization will securely store the Unit and its contents.
7. Recipient organization must have access to a vehicle capable of transporting the Unit. The typical Unit is a 16ft x 7ft two-axle trailer with up to 10,000 lb GVW. Truck should be at least ¾ ton with electric brakes and 10,000 lb pound hitch.
8. Recipient organization must maintain and display the logos on the Unit as delivered. Each Unit may include the logos of AKC, AKC Reunite, AKC member and licensed club(s) donating at least \$1,000 for the purchase of the Unit, and other organizations donating at least \$1,000 for the purchase of the Unit, in all cases, in the sole discretion of AKC. No additional logos may be displayed on the Unit unless agreed by AKC in its sole discretion.
9. Recipient organization must pledge to display the Unit at least two times per year within the community, in cooperation with the sponsoring AKC member and licensed club(s), unless the Unit has been recently deployed in a declared emergency. The display should be at a community event such as the local AKC dog show, AKC Responsible Pet Ownership Day event, county or state fair, holiday parade, etc.

10. Recipient will be responsible for replenishment of supplies after deployment and use.
11. Recipient will be responsible for carrying necessary insurance for the storage and use of the Unit and equipment.



**CANINE SUPPORT AND RELIEF FUND
AKC PET DISASTER RELIEF
GRANT APPLICATION**

Please type or print clearly using blue or black ink. Please complete all sections. If a section is not applicable to your organization, answer with N/A.

Section A: GENERAL INFORMATION

1. Date of Application: 2/10/2017

2. Official Name of Organization: Greenbelt Community Animal Response Team (CART)

3. Organization Mailing Address:

10-P Plateau Place, Greenbelt, MD 20770

Web Site: Under Development

Email: GreenbeltCART@gmail.com Phone Number: 301-404-3693

4. Name of Executive Director / Leader: Team Commander: Laura L. Kressler, DVM

Mailing Address:

10-P Plateau Place, Greenbelt, MD 20770

Email: LauraKressler@mac.com Phone Number: 301-404-3693

5. Primary Grant Application Contact Person (if other than Executive Director):

Name: See above Title: _____

Mailing Address:

Email: _____ Phone Number: _____

6. Your organization's Federal Tax ID# (EIN): 30042510

7. Your organization's tax-exempt status: EXEMPT

8. Is your organization the subject of material litigation or an investigation that could have a material adverse effect on your organization or your organization's financial status? If so, please explain.

NO

9. Sponsoring AKC Club(s):

Hyattsville Dog Training Club

10. Primary Club Grant Contact:

Jane Williams

Mailing Address:

5006 Plata St., Clinton, MD 20735

Email: rotn430@yahoo.com Phone Number: 301-910-6953

11. Does your organization have an affiliation with an American Kennel Club employee, board member or member or licensed club? If so, please explain.

NO

12. Has your organization received any previous support from The American Kennel Club or AKC Reunite? List the specific year(s) and please explain.

NO

13. Date of organization's inception: 9/11/2016

14. Territory or area served: City of Greenbelt, MD primarily, but will assist outside Greenbelt if requested.

Section B: ORGANIZATION AND PROGRAM DESCRIPTION

Please provide the following information regarding your organization. You may use an additional sheet of paper if necessary, but please note that concise answers are appreciated.

1. Please provide a description of your organization, including a statement of programs and recent activities:

Please, see attached sheet for description and activities.

2. What are your organization's goals, purpose and mission statement?

Please, see attached Mission Statement, Purpose and Goals

3. Please describe other pet-related disaster relief activities and efforts in your community of which your organization is aware. If any exist, do you intend to use the Unit in collaboration with those efforts, and if so, how?

None currently. We will be the first to our knowledge. However, we are open to any collaboration in the future. There is an active Greenbelt CERT in the community who we will collaborate with at any human/pet event where disaster response is required and requested.

4. Describe generally the level of training your staff/volunteers have with respect to pet emergency/disaster relief. Are your staff/volunteers FEMA certified for deployment in emergency situations? If so, at what levels?

Please, see attached sheet for training information.

5. Briefly describe the chain of command and who gives/receives deployment orders in your area.

The Greenbelt CART team will be deployed through the Greenbelt Police Department upon request of the Greenbelt City Manager, the Chief of Police or Deputy Chief of Police. The contact for the Police Department is the Greenbelt CART Team Commander. Upon deployment request, the CART Team Commander will activate the team members and begin the process for deployment in coordination with the Vice Commander and Volunteer Manager.

6. What arrangements have you made for secure storage of the Unit and its contents? If so, where will the Unit be stored?

The AKC Reunite trailer will be stored within the City of Greenbelt's Public Works or Police Department secure storage lots. Both lots have restricted access. Authorized members of the CART team will have access to the trailer at all times.

7. Do you have access to a vehicle that is capable of transporting the Unit (3/4 ton or better truck with electric brakes and 10,000 lb. hitch)?

YES

Section C: CERTIFICATION

All of the statements I have made in this application are true and accurate. I have reviewed the AKC Pet Disaster Relief Unit Agreement and will sign the AKC Pet Disaster Relief Unit Agreement prior to our organization receiving the Unit.

Signature: _____

Name: _____

Title: _____

Organization: _____

Date: _____

Section D: ATTACHMENTS

Please include the following documentation with your application:

- Completed W-9, if applicable.
- A list of the Members of the Board of Directors or similar governing body, contact phone numbers and their business affiliations.
- Proof of 501(c)(3) status, if applicable.

AKC PET DISASTER RELIEF PROGRAM



GIVING BACK

The AKC Pet Disaster Relief program helps local Emergency Management provide temporary animal care and sheltering services immediately following the aftermath of tornadoes, floods, wildfires and other natural or civil disasters.

To secure a trailer for your community, \$12,000 in local donations are required. \$19,500 in donations are required for exclusive sponsorship. Trailers are fully stocked and delivered with AKC Pet Disaster Relief, Emergency Management Team, AKC Reunite and eligible donors logos. Logo approval is at the sole discretion of The American Kennel Club and logo placement is as the sole discretion of AKC Reunite.

WHAT IS YOUR FUNDRAISING GOAL?

- \$1,000 = one black & white 10" logo
- \$2,500 = two black & white 12" logos
- \$5,000 = two black & white 18" logos
- \$10,000 = two black & white 24" logos

Eligible donations of \$2,500 or greater will have their logo featured on both sides of the trailer to maximize your visibility.

TYPICAL DONATION BREAKDOWN:



Brought to you by:



AKC PET DISASTER RELIEF



HELP US ROLL OUT HELP FUNDRAISING REGISTRATION FORM

The AKC Reunite Canine Support and Relief Fund is working with AKC clubs and business organizations throughout the country to provide mobile trailers equipped for temporary sheltering of pets during disasters. These AKC Pet Disaster Relief trailers will be donated to emergency management organizations to care for pets in their hour of need. Go to our web site at www.akcreunite.org/relief for more information on this worthwhile cause

Approved AKC Member and Licensed Clubs and their affiliated foundations along with business organizations are eligible to have their logo featured on a trailer with sponsorship amounts of \$1,000 and more. Logo approval is at the sole discretion of The American Kennel Club.

Let's do this! Register your Organization and start fundraising for a community in need!

Your Organization's Name _____

Primary Contact Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Have you identified a local Municipality in need?

YES!

Municipality/Region: _____

Municipality Division/Unit: _____

Municipality Contact: _____

Municipality Phone: _____

NO, Please match us with a Municipality in need



Trailer image is for illustrative purposes only and does not necessarily represent final trailer design. Logo placement is at the discretion of AKC Reunite. Any funds donated and not used to purchase a mobile trailer shall be used by AKC Reunite, in its sole discretion, for other disaster-related purposes.

For project planning purposes...

What is your Organization's Fundraising Goal?

- \$1,000 = one 10 inch logo
- \$2,500 = two 12 inch logos
- \$5,000 = two 18 inch logos
- \$10,000+ = two 24 inch logos

You will not be locked into your fundraising goal. Eligible donations of \$2,500 or greater will have their black and white logo featured on both sides of the trailer.

Please send this completed form to:

AKC Pet Disaster Relief 8051 Arco Corporate Drive, Suite 200 Raleigh, NC 27617

PHONE: 919-816-3980 FAX 919-816-3828 EMAIL relief@akcreunite.org WEB www.akcreunite.org/relief

You will receive confirmation of Program Registration within 5 business days.