

Internal Use Only:
Grant No: _____

Organization / Agency Information

Organization/Agency Name: Humane Society Of Pulaski County		
Physical Address: 14600 Colonel Glenn Road Little Rock, AR 72210		
Mailing Address: 14600 Colonel Glenn Road Little Rock AR 72210		
CEO or Director & Title: Ms Debbie Howell, Board President		
Phone: (501) 227-6166	Fax: (501) 223-8383	Email: Debbie Howell Tel: (501) 227-6166 Fax: (501) 223-8383 debbie@warmhearts.org
Contact Person & Title: Sharon Morris, Board Vice President		
Phone: (501) 227-6166	Fax: (501) 223-8383	Email: sharon@warmhearts.org
Web Site Address: http://https://warmhearts.org		Tax ID: 71-0415296

Program / Grant Information

Program Area: Animal Protection

Program/Project Name: Veterinary Emergency and Specialty Medical Treatment		Amount of Grant Requested: \$15,000	
Total Organization Budget: \$1,100,000	Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 91%	Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100): 9%	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 9%
Purpose of Grant Request (one sentence): Veterinary Emergency and Specialty Medical Treatment			
Program Start Date (Month and Year): 1/1/2020		Program End Date (Month and Year): 12/31/2020	
Gimbel Grants Received: List Year(s) and Award Amount(s) Not applicable			



**S.L. Gimbel Foundation Fund
Grant Application**

Internal Use Only: Grant : _____

Organization / Agency Information

Organization/Agency Name: Humane Society of Pulaski County		
Physical Address: 14600 Colonel Glenn Road		City/State/Zip Little Rock, AR 72210
Mailing Address: 14600 Colonel Glenn Road		City/State/Zip Little Rock, AR 72210
CEO or Director: Debbie Howell - Board President		Title:
Phone: 501-454-4865	Fax: 501-223-8383	Email: debbie@warmhearts.org
Contact Person: Sharon Morris - Board Vice President		Title:
Phone: 501-391-2411	Fax: 501-223-8383	Email: sharon@warmhearts.org
Web Site Address: https://warmhearts.org		Tax ID: 71-0415296

Program / Grant Information

Interest Area: Animal Protection Education Environment Health Human Dignity

Program/Project Name: Veterinary Emergency and Specialty Medical Treatment		Amount of Grant Requested: \$15,000	
Total Organization Budget: \$1,100,000	Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 91	Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100): 9	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 9
Purpose of Grant Request (one sentence): Veterinary Emergency and Specialty Medical Treatment			
Program Start Date (Month and Year): January 2020		Program End Date (Month and Year): December 2020	
Gimbel Grants Received: List Year(s) and Award Amount(s) None			

Signatures

Board President / Chair (print name and title):	
Signature: Debbie Howell, Board President	Date: June 14, 2019
Executive Director/President (print name and title):	
Signature: <i>Debbie Howell</i>	Date: 6/15/19

Thank you for applying to the S. L. Gimbel Foundation Fund Grant. The mission of the S.L. Gimbel Foundation is to enhance the quality of life for people and animals by providing effective support in the Founder's specific fields of interest: Animal Protection, Education, Environmental Protection and Enhancement, Health, and Human Dignity. Please take a moment to review the grant application guidelines before continuing the process (use "Guidelines" link above). After you have read and understood the guidelines, please proceed with the grant application process. Should you have any questions regarding the online grant application process, please check the "Portal Guide" link above. If your questions are not answered via the Portal Guide, contact us using the "Contact Us" link above.

Organization Information

NOTE: If you have already started an online application and would like to resume, please [CLICK HERE](#) to login to your Applicant Account Page.

Organization/Agency Information
Organization/Agency Name (If operating as a DBA, enter DBA name here) Humane Society Of Pulaski County
Legal Name If different from DBA/Organization/Agency Name Humane Society Of Pulaski County
Tax ID 71-0415296
Tax Status 501(c)3
Organization Mailing Address Street Address or P.O. Box (No residential addresses, please) 14600 Colonel Glenn Road
City Little Rock
State AR
Zip Code

72210

Organization Physical Address

Street No. and Name, City, State, Zip *(No residential addresses, please)*

14600 Colonel Glenn Road
Little Rock, AR 72210

Website Address

<https://warmhearts.org>

Organizational Leadership (Please list CEO, President, Board Chair, Executive Director)

Prefix

Ms

First Name

Debbie

Last Name

Howell

Title

Board President

Work Phone

(xxx-xxx-xxxx)

501-227-6166

Extension

Cell Phone

(xxx-xxx-xxxx)

501-454-4865

Fax

(xxx-xxx-xxxx)

501-223-8383

E-mail Address

debbie@warmhearts.org

Program/Project Contact Person

Check this box if the Program/Project Contact Person is the same as the organization's primary contact listed above

Fields in this section will auto-fill.

No

Prefix

Mrs.

First Name

Sharon

Last Name

Morris

Title

Board Vice President

Work Phone

(xxx-xxx-xxxx)

501-227-6166

Extension

Office Fax

501-223-8383

E-mail Address

sharon@warmhearts.org

Organization/Agency Background

Organization Background

What is the history, mission, and purpose of your organization?

MISSION STATEMENT: The mission of the Humane Society of Pulaski County is to rescue, rehabilitate, provide veterinary care, spay/neuter, and find loving homes for Central Arkansas dogs and cats in need.

HISTORY: Founded in 1946, we are a private no-kill animal shelter. Our sheltering, adoption and outreach programs have saved over 60,000 lives. Many of the animals were abused, abandoned or strays who were rescued from the streets or saved from euthanasia at overcrowded animal control agencies. We stay involved in animal advocacy and legislative initiatives within our state.

PURPOSE: Animal intake (dogs and cats), veterinarian care, adoption services, animal advocacy, humane education, and community service

Length of Service (number of years)

How long has the organization been providing programs and services to the community?

72

Organizational Accomplishments

What are some of your past organizational accomplishments in the last 3 years?

- We are rated as a 4-Star Charity (the highest rating possible) with Charity Navigator
- In 2018, we were designated as the TOP CHARITY in Arkansas by business.org
- In 2018, we adopted almost 1,000 animals into loving homes. All animals received medical exams and treatments and were sterilized prior to being made available for adoption.
- In 2018, we ran a very successful fundraising campaign for the purchase of a digital x-ray machine and an ultrasound machine for our in-house medical clinic
- Our mobile adoption vehicle, the HEART, traveled to community events, adoption events, etc. carrying adoptable dogs and cats along with our life-saving message
- In 2018/2019, we partnered with Best Friends Animal Society of Kanab, Utah to provide overnight housing and care at our facility for animals pulled from high-kill southern shelters being transported to the northeast (where there is a shortage of adoptable animals)
- Our "Puppy Love" program pairs about 40 volunteers with dogs and puppies that visit retirement and rehabilitation centers
- We have partnered with local TV stations and businesses to help promote our adoptable animals with programs such as Pet-Of-The-Week, etc.
- We have provided Humane Education to children through our birthday parties, hosting of group visits (Boy Scouts, etc.) and visits to schools
- In 2018, we created a new website which makes the donation process much simpler, and also provides humane education. It also links to Petfinder where photos and bios of our adoptable animals can be viewed.
- We have leveraged the power of social media to our advantage. We currently have almost 55,000 Facebook followers, and also maintain a presence on Twitter and Instagram. Social media is used to promote our adoptable animals, announce adoption and fundraising events, provide humane education, etc.

Programs and Activities

What are some of your current key programs and activities? Describe the communities you serve. Include populations and geographic locations.

Please refer to "Organizational Accomplishments", above.

We primarily serve the Central Arkansas area, which includes the cities of Little Rock, North Little Rock, Conway, Benton and Bryant.

Central Arkansas, also known as the Little Rock metro, is the most populous metro area in Arkansas with an estimated 2016 population of 734,622. Located at the convergence of Arkansas's other geographic regions, the region's central location makes Central Arkansas an important population, economic, education, and political center in Arkansas and the South. Little Rock is the state's capital.

Central Arkansas consists of the following counties (with their corresponding populations per the 2010 census):

Faulkner - 113,237

Grant - 17,853

Lonoke - 68,356

Perry - 10,445

Pulaski - 382,748

Saline - 107,118

TOTAL: 699,757 (per 2010 census)

Population source: <https://www.arcounties.org/counties>

Much of our animal intake is from Pulaski County. However, we do not limit our intake only to this county.

The majority of our adoptions are to individuals living in Central Arkansas. However, we do not limit adoptions only to this area. With an approved adoption application, we adopt to individuals and families that are visiting or traveling through the state. We also sometimes transfer special needs animals to specialty rescue organizations which may be in Arkansas or out-of-state.

Program/Project Information

Program / Project Information

Program Area

Animal Protection

Program or Project Name

Veterinary Emergency and Specialty Medical Treatment

Amount of Grant Requested

Use whole dollars, do not use \$ sign, comma, or decimal

15000

Total Organization Annual Operating Budget

Use whole dollars, do not use \$ sign, comma, or decimal

1100000

Per 990, Percentage of Program Service Expenses

Column B divided by Column A, x 100 (Please enter no more than 2 digits, i.e., 7.9)

91

Per 990, Percentage of Management & General Expenses Only

Column C divided by Column A, x 100 (Please enter no more than 2 digits, i.e., 7.9)

Per 990, Percentage of Management & General Expenses and Fundraising

Column C + Column D, divided by Column A, x 100 (Please enter no more than 2 digits, i.e., 7.9)

9

Purpose of Grant Request

Please summarize the project (in 25 words or less).

Veterinary Emergency and Specialty Medical Treatment

Use of Grant Funds

How will you use the grant funds?

Grant funds will help us continue to provide emergency care and/or specialty medical treatment to animals surrendered or transferred to our shelter.

This enables us to save the lives of animals that might otherwise be euthanized, while ensuring that animals are as healthy as possible before being made available for adoption.

Project Start Date

Month and Year

1/1/2020

Project End Date

Month and Year

12/31/2020

Gimbel Grants Received

List previous years with award amounts, if applicable

Not applicable

Statement of Need

Specify the community need you want to address and are seeking funds for.

We are a private no-kill shelter.

We often intake animals that (due to the expense of needed medical treatment) might be:

- 1. Euthanized at local municipal shelters, or
- 2. Turned away by local rescue groups

Project Description

Describe your project. How will this project enable this organization to better meet community needs? What is unique and innovative about this project?

Our shelter has a well-equipped veterinarian clinic with a full time licensed veterinarian and two veterinary assistants. Wellness exams, vaccinations, internal and external parasite prevention and treatment, routine spay and neuter surgeries, other routine surgeries, heartworm treatment, etc. are performed by this team. However, more complex and/or emergency surgeries - and serious injuries, illnesses, or disease - are sometimes transferred to partnering veterinary hospitals and clinics who offer us discounted services.

Some examples of past emergency and specialty medical treatment that we have provided include (but are not limited to):

- Orthopedic surgeries, such as:

1. Limb amputation
2. Femoral Head Ostectomy (FHO)
3. Medial Patellar Luxation (MPL)
 - Surgeries for broken or fractured bones
 - Surgery for chronic otitis (ear infection): lateral ear resection or total ear canal ablation
 - Eye enucleation (removal)
 - Prolapsed third eyelid gland replacement
 - Thyroidectomy surgery (removal of all or part of the thyroid gland)
 - Complex spay/neuter surgeries
 - Emergency caesarean section (C-Section) surgery
 - Neurological consults and surgeries
 - Blood transfusions
 - Dental procedures and extractions
 - Treatment for:
 1. Seizures
 2. Hydrocephalus ("water on the brain")
 3. Hernias
 4. Bronchitis
 5. Pneumonia
 6. Uroliths (bladder stones)
 7. Congestive heart failure
 8. Immune-Mediated Hemolytic Anemia (IMHA)
 9. Atopic dermatitis (skin disease associated with allergies)
 10. Sarcoptic mange and demodectic mange (skin diseases caused by mites)
 11. Canine parvovirus
 12. Food allergies
 13. Heartworm disease

Medical treatment is provided in-house by the HSPC veterinary staff when possible and reasonable. Often, emergency and specialty medical treatment is provided outside of our shelter by veterinary emergency hospitals or other veterinary clinics who provide discounted services to animal shelters and rescues.

We serve our community by:

1. Accepting for intake (owner surrenders or strays) animals that might otherwise be euthanized due to their medical needs
2. Ensuring that animals are as healthy as possible before being made available for adoption
3. Providing access to vaccinated, sterilized, microchipped, medically-treated animals for a nominal adoption fee of \$100 each
4. Working to reduce pet overpopulation through humane education, and by sterilizing all animals prior to adoption

Project Goal, Objectives, Activities, Expected Outcomes, and Evaluation: In fields below, state in the following order: **1. ONE Project Goal** that is a broad, aspirational statement of purpose for the project and **ONE Objective** that is a specific, measurable, verifiable, action-oriented, realistic, and time-specific statement intended to guide your organization's activities toward achieving the goal. **2. Specify the Project Activities** you will undertake to meet the objective and number of participants for each activity. **3. Expected Outcomes** are the individual, organizational, or community-level changes that can reasonably occur during the grant period as a result of the proposed activities or services. What are the key anticipated outcomes of the project and impact on participants? State in quantifiable and verifiable terms. **4. Evaluation** How will progress towards the objectives be tracked and outcomes measured? Provide specific information on how you will collect relevant data and statistics that meet your objective and validate your expected outcomes in a quantifiable manner as you describe your evaluation process.

1. Project Goal

BACKGROUND:

- Our veterinary staff performs a medical examination and evaluation on every animal (dog or cat) that is accepted for intake to our shelter
- When injury, illness, or disease is discovered - we work towards a diagnosis and treatment plan that will result in a good quality of life for the animal
- Urgent, severe or complex medical cases are often referred to a local emergency/specialty hospital or to other local veterinary clinics
- Humane euthanasia is normally performed only when a life-threatening condition can not be treated - AND - it is deemed that the animal is suffering
- As a no-kill facility, we never destroy healthy or treatable animals in our care

GOALS:

- To provide all needed medical treatment to every animal that requires it - provided that a positive outcome is likely, the animal can be kept comfortable and pain-free, and it is expected that the animal will have a good quality of life after treatment
- As needed, refer urgent, severe or complex medical cases to an emergency or specialty veterinary clinic for treatment

2. Project Objective

- In 2020, provide emergency and/or specialty medical treatment for 50-75 animals (dogs and cats) that are accepted for intake at our shelter
- The quantity of 50-75 animals is based upon careful and detailed review of invoices that were paid during 2018 (invoices received from the emergency/specialty hospital or other local veterinary clinics)

3. Project Activities

- Medical examinations, sometimes including radiographs and/or ultrasounds, will be performed by the HSPC veterinary medical team to determine the medical status and needs of each animal. This is performed initially on intake, and then as/if needed during the animal's stay at our shelter. This applies to all animals accepted for shelter intake, which is close to 1,000 animals annually.
- Animals requiring emergency or specialty care will be treated in-house when possible and reasonable. Otherwise, they will be referred to a local emergency/specialty hospital or to another local veterinary clinic.
- In critical situations where it is determined that the animal can not be successfully treated AND is suffering, humane euthanasia will be performed
- If time permits - and on a case-by-case basis - a treatment estimate may be requested. The HSPC Veterinarian and Board President will discuss the estimate. The Board has granted the Board President the authority to approve treatment up to \$2,500 per animal. If the amount exceeds that, the President has been asked to obtain majority Board approval prior to treatment. Approval is primarily based on the likelihood of a positive outcome, resulting in a good quality of life for the animal afterwards. The goal of all treatment is to restore the animal to the greatest level of health possible. The next step will depend on the specific injury, illness, disease, or condition:
 - 1) The animal may be given adequate time to recover at the shelter or at a medical foster home, and then be placed up for adoption
 - 2) Animals requiring long-term/ongoing medical care may be returned to the shelter, be transferred to a medical foster home, or be placed up for adoption (medical consult required between HSPC veterinarian and the adopter)
 - 3) Hospice cases - where the animal can be kept comfortable through the use of medicine and/or other therapies - may be returned to the shelter, be transferred to a medical foster home, or be placed up for adoption (special medical consult required)
 - 4) If medical treatment is not working AND the animal is suffering - humane euthanasia will be

performed. As a no-kill shelter, this is always our last resort. If the animal has a favorite staff person or volunteer, or foster parent, we often invite them to be present to comfort the animal. In 2018, HSPC euthanized a total of 2 cats and 15 dogs.

-When an animal has been transported to another hospital or clinic, the HSPC veterinarian will communicate with that facility to stay abreast of the animal's diagnosis, treatment, and response. The animal will be transported back to the HSPC shelter as soon as it is reasonable to do so.

-The outsourced hospital/clinic will invoice HSPC. Our veterinarian reviews each invoice, and then approves payment.

4. Expected Outcomes

-In 2020, we expect to provide emergency and/or specialty medical treatment for 50-75 animals (dogs and cats) that are accepted for intake at our shelter

-The quantity of 50-75 animals is based upon careful and detailed review of invoices that were paid during 2018 (invoices received from the emergency/specialty hospital or other local veterinary clinics)

-Our 2018 Profit & Loss Statement includes the following:

1) We paid approximately \$23,000 to AVES (Arkansas Veterinary Emergency & Specialists) - our local emergency hospital in Little Rock

2) We paid approximately \$30,000 total to a combination of several other veterinary clinics in the Little Rock area

-1 and 2 above are the basis on which we set our 2019 budget for (outsourced) Veterinarian Services to \$55,750

-With a budget of \$55,750 and treatment of 50-75 animals, the average emergency/specialty medical treatment cost per animal would range from \$743 to \$1,115

5. Evaluation

-We will review invoices received from other veterinary hospitals and clinics to track costs associated with emergency/specialty treatment

-We will maintain in-house records of all animals (dogs and cats) that receive emergency/specialty medical treatment

-We will prepare a 2020 report by patient name, where treated, and the cost of the animal's care. We will include the total number of animals treated and the total cost for emergency/specialty care. It is anticipated that the total number of animals receiving emergency/specialty medical treatment in 2020 will be in the range of 50-75 animals.

-We will account for additional success or lower numbers of animals treated

NOTES:

-Veterinary Emergency & Specialty Medical Treatment is a current successful program/project for the Humane Society of Pulaski County

-Our 2019 budget for Veterinarian Services is \$55,750

-We are asking that the S. L. Gimbel Foundation consider granting us \$15,000 towards our 2020 Veterinarian Services

-We will raise the remainder from various fundraising activities such as:

1) Our annual Reigning Cats & Dogs event which raises funds specifically for medical treatment (both in-shelter and outsourced). Our 2019 Reigning Cats & Dogs event in November will be our 28th annual.

2) Special campaigns such as Shelter Wish List (where we highlight a specific animal needing complicated or very expensive surgery)

3) Other ongoing fundraising campaigns such as dog washes, rummage sales, donation banks, etc.

***Below are some examples of how to list your Goals, Objectives, Activities, Expected Outcomes, and Evaluation: Objective, Outcome, and Evaluation should align and should be written in a linear format, using actual numbers and data that are quantifiable and verifiable.**

STATE ONE GOAL, ONE OBJECTIVE, ONE OUTCOME:

- **GOAL:** House all homeless youth ages 18-24 in Mariposa County who are physically, mentally, and legally able to work within 24 hours and help them become self-sufficient in 90 days.
- **OBJECTIVE:** House up to 145 homeless youth referred or who contact us within 24 hours.
- **OUTCOME:** We expect to provide rapid rehousing to over 45 homeless youth in 2017. **EVALUATION:** Using Build Futures' Salesforce database client management and tracking system, generate reports on the number of clients served and housed. Track our role in housing 145 youth. Account for additional success or lower numbers of youth in the program.

Target Population

Who will this grant serve? How many people will be impacted? Provide a breakdown: Number of children, youth, adults, seniors, animals.

We primarily serve Central Arkansas, with an estimated 2016 population of 734,622. However, any individual is welcome to complete an adoption application form. If the application is approved, the animal is ready to go to its new home. If the animal has continuing medical needs, a member of our veterinary staff consults with the new owner.

PEOPLE:

The individuals and/or families touched by our organization would consist of:

- Those who surrender their owned pet to us (about 350 cats/dogs in 2018)
- Those who pick up and bring in a stray animal to us (about 380 cats/dogs in 2018)
- Those who adopt from us (close to 1,000 adoptions in 2018)
- Those who foster for us (we currently have 65 approved active fosters)
- Those who volunteer with us (about 130 individuals)

Note related to Seniors: Animals left homeless due to a deceased or incapacitated owner rank a higher intake priority with us.

ANIMALS:

- We treat and adopt out about 1,000 animals annually, with a portion of those requiring emergency and/or specialty medical treatment to restore their health prior to being made available for adoption

Project Timeline

Provide a timeline for implementing the project. State the start date and ending date of the project. Include timeframes for specific activities, as appropriate.

Veterinary Emergency and Specialty Medical Treatment is a preexisting program/project for HSPC.

For the purposes of this grant:

Start date - January 1, 2020

End date - December 31, 2020

- We will review paid invoices from Emergency Veterinary Hospitals, as well as other Veterinary Clinics, on a regular basis to track amounts spent on outside veterinary services

Projects in the Community

How does this project relate to other existing projects in the community? Who else in the community is providing this service or has a similar project? Who are your community partners, if any? How are you utilizing volunteers?

Central Arkansas is blessed with many animal rescue groups and some excellent municipal shelters. These groups/facilities provide limited medical treatment, as dictated by available funding. Many municipal shelters are forced to euthanize animals due to lack of space or lack of funds for treatment.

Our community partners include:

- Local municipal animal shelters who may transfer animals into our shelter

- Rescue groups whom we may partner with in larger-scale rescues and transports, or from whom we may intake animals
- Local businesses who help us promote our adoptable animals and who often run donation drives for us
- CFC (Combined Federal Campaign) for federal employee donations

Our volunteers are involved in:

- Animal walking, grooming, socializing, and providing enrichment
- Providing advanced training through our Canine Good Citizen Ready obedience program
- Taking animals to off-site adoption events, to festivals and fundraisers and to nursing homes through our Puppy Love program
- Transporting animals to media appearances and vet appointments
- Landscaping and lawn maintenance
- Maintaining donation banks at retail locations
- Helping with rummage sales
- Fundraising events
- Fostering neonates, senior animals or special needs animals in their homes

Project Future

Project Future / Sustainability

Explain how you will support the project after the grant performance period. Include plans for fundraising or increasing financial support designated for the project.

We will continue to raise additional funds for veterinary emergency and specialty medical treatment through:

1. Annual fundraising events such as our Reigning Cats & Dogs event held each fall
2. Annual fundraising projects such as our Pet Photo Contest/Wall Calendar Sales
3. Special campaigns such as our annual membership drive
4. Searching for additional grant opportunities
5. Other ongoing fundraising campaigns such as dog washes, rummage sales, donation banks, etc.

Governance, Executive Leadership, and Management: Key Personnel / Staff Qualifications

Governance and Executive Leadership

Describe your Board of Directors and the role it plays in the organization. What committees exist within your Board? How does your Board make decisions?

We have an 8-Member Board of Directors.

Our board includes:

- A retired Educator
- A Legal Professional/Human Resource Professional
- An IT Professional
- A Registered Nurse
- A Certified Veterinary Technician
- A retired Retail Business Owner/Event Planner
- A Regulatory Compliance Manager
- A Sales Manager

The Board does hiring of key personnel such as the Shelter Manager and Assistant Shelter Manager, as well as the Marketing Coordinator.

Our in-house full time Veterinarian reports to the Board.

The Board is often involved in animal intake decisions, as well as discussions and decisions regarding emergency and specialty medical treatment.

Our board is very hands-on. Many board members work directly with the animals (socialization, enrichment, adoption events, etc.), while others work in administrative capacities (newsletters, donor relationships, fundraising, etc.).

Our board members are all volunteers. There is no monetary compensation.

BOARD COMMITTEES:

- Fundraising Committee
- Animal Policies Committee
- Euthanasia Committee

DECISION-MAKING:

We have several board meetings a year at the shelter.

Between board meetings, we discuss and vote on issues via email and/or teleconference.

We follow Robert's Rules of Order.

Management

Describe the qualifications of key personnel/staff responsible for implementing the project.

- Dr. Teresa Medlock, DVM (Doctor of Veterinary Medicine), Licensed HSPC Shelter Veterinarian since 2007 (12 years)
- HSPC Board of Directors (please refer to "Governance and Executive Leadership" section above for more details)

The above work together as a cohesive team to make decisions for the best possible outcome for the animals entrusted to our care.

Attachments

ATTACHMENTS

REQUIRED .PDF ATTACHMENTS: The maximum size for all attachments combined is 25 MB. Please note that files with certain extensions such as "exe", "com", "vbs", or "bat" cannot be uploaded. You must **1. BROWSE FILES** on your computer, **2. SELECT FILES**, then **3. CLICK UPLOAD** to attach files. ***IMPORTANT: For each set of required documents below**, please scan all pages of each set into one .pdf, as only a single document upload is permitted for each item being requested. **Only upload in .PDF format (DO NOT upload Word or Excel documents, formatting gets lost when exported)**. Review each of your attachments to make sure there are no duplicate documents being uploaded before you submit your final application. **Failure to use the provided forms or missing required documents may disqualify your application.**

1. Project Budget and Budget Narrative

Please provide a detailed line-item budget for your **entire** project. Download the [V. Project Budget and Narrative Worksheet](#), complete, and **Upload**. SEE [SAMPLE Budget & Narratives Worksheet](#), [Gimbel-App-Project-Budget-and-Narrative.pdf](#)

2. Sources of Funding

Please list your current sources of funding and amounts. Download the [VI. Sources of Funding Worksheet](#), complete, and **Upload**. [Gimbel-App-Sources-of-Funding.pdf](#)

3. Financial Analysis

Please provide all information requested for your **entire organization**. Included any notes that may explain any extraordinary circumstances. Download the [VII. Financial Analysis Worksheet](#), complete, and **Upload**. [Gimbel-App-Financial-Analysis.pdf](#)

4. Budget Comparison

Download the [SAMPLE Budget Comparison Worksheet](#), complete, and **Upload**. [Budget Comparison 2018-2019.pdf](#)

S.L. Gimbel Foundation APPLICATION

Organization Name:

Humane Society of Pulaski County

V. Project Budget and Narrative (Do not delete these instructions on your completed form).

A) **Budget Table:** Provide a detailed line-item budget for your entire project by completing the table below.

Requested line items should be limited to Ten (10) line items. The less the better.

A breakdown of specific line item requests and attendant costs should include:

- 1) Line item requests for materials, supplies, equipment and others:
 - a. Identify and list the type of materials, supplies, equipment, etc.
 - b. Specify the unit cost, number of units, and total cost
 - c. Use a formula/equation as applicable. (i.e. 40 books @ \$100 each = \$4000)
- 2) Line item requests for staff compensation, benefits: **Do not use FTE percentages.**
 - a. Identify the position; for each position request, specify the hourly rate and the number of hours (i.e. \$20/hr x 20 hours/week x 20 weeks = \$8,000)
 - b. For benefits, provide the formula and calculation (i.e. \$8,000 x 25% = \$2,000)
- 3) Line items on Salaries/Personnel included in budget (contribution or in-kind) but NOT requested from the Gimbel Foundation must be broken down per number 2) above: Provide rate of pay per hour and number of hours.

Line Item Request	Line Item Description <i>(Maximum two lines)</i>	Support From Your Agency	Support From Other Funders	Requested Amount From Gimbel/TCF	Line Item Total of Project
Payment of invoices received from veterinary hospitals	From HSPC 2019 budget: Emergency + general vet services	40000	0	15000	55000
					0
					0
					0
					0
					0
					0
					0
					0
TOTALS:		\$ 40000	\$ 0	\$ 15000	\$ 55000

B) **Narrative:** The budget narrative is the justification of “how” and/or “why” a line item helps to meet the project deliverables. Provide a description for each line item request as necessary. Explain how the line item relates to the project. If you are requesting funds to pay for staff, list the specific duties of each position. See attached SAMPLE Project Budget and Budget Narrative

This grant application is to request funds to help cover Veterinary Emergency and Specialty Medical Treatment. That treatment most often occurs at local emergency hospitals and other veterinary clinics. Those hospitals and clinics invoice the Humane Society of Pulaski County for the treatment they provide our shelter animals.

S.L. Gimbel Foundation APPLICATION

VI. Sources of Funding: Please list your current sources of funding and amounts.

Secured/Awarded

Name of Funder: Foundation, Corporation, Government	Amount
None	\$ 0.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Pending

Name of Funder: Foundation, Corporation, Government	Amount	Decision Date
None	\$ 0.00	
	\$	
	\$	
	\$	
	\$	
	\$	

Diversity of Funding Sources: A financially healthy organization should have a diverse mix of funding sources. Complete those categories that apply to your organization using figures from your most recent fiscal year.

Funding Source	Amount	% of Total Revenue	Funding Source	Amount	% of Total Revenue
Contributions	\$ 380,029	24 %	Program Fees	\$ 128,432	8 %
Fundraising/Special Events	\$ 211,952	13 %	Interest Income	\$ 13,192	1 %
Corp/Foundation Grants	\$ 0	0 %	Other:	\$ 848,031	53 %
Government Grants	\$ 0	0 %	Other:	\$ 7,629	1 %

Notes:

The "Other" amount of \$848,031 is Estate Bequests.

S.L. Gimbel Foundation APPLICATION

VII. Financial Analysis

Agency Name: Humane Society of Pulaski County

Most Current Fiscal Year (Dates): From 1/1/2018 To: 12/31/2018

This section presents an overview of an applicant organization's financial health and will be reviewed along with the grant proposal. Provide all the information requested on your **entire organization**. Include any notes that may explain any extraordinary circumstances. Information should be taken from your most recent 990 and audit. **Double check your figures!**

Form 990, Part IX: Statement of Functional Expenses

1) Transfer the totals for each of the columns, Line 25- Total functional expenses (page 10)

(A) Total Expenses	(B) Program service expenses	(C) Management & general expenses	(D) Fundraising expenses
\$1,080,196	\$983,911	\$94,117	\$2,168

2) Calculate the percentages of Columns B, C, and D, over A (per totals above)

- Program services (B) – A general rule is that at least 75% of total expenses should be used to support programs
- Management & general administration (C) – A general rule is that no more than 15% of total expenses should be used for management & general expenses
- Fundraising (D) – A general rule is that no more than 10% of total expenses should be used for fundraising

(A) Total Expenses	(B) Program service expenses	(C) Management & general expenses	(D) Fundraising expenses
	Columns B / A x 100	Columns C / A x 100	Columns D / A x 100
Must equal 100%	91 %	9 %	0 %

3) Calculate the difference between your CURRENT year budget for management & general expenses and your previous management & general expenses per your 990 (Column C)

Percentage of Organization's <u>Current</u> Total Budget used for Administration	Column C, Management & general expenses per 990 above	Differential
9 %	9 %	0 %

If the differential is above (+) or below (-) 10%, provide an explanation:

S.L. Gimbel Foundation APPLICATION

Quick Ratio: Measures the level of liquidity and measures only current assets that can be quickly turned to cash. A generally standard Quick Ratio equals 1 or more.

Cash	+ Accounts Receivables	/Current Liabilities	= Quick Ratio
\$916,748	\$ 0	9,117	100

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$412,288	\$656

Notes:

Humane Society of Pulaski County Budget Comparison

	Actual	Budget	Variance
	2018	Projections 2019	
Ordinary Income/Expense			
Income			
4000 · Donations	380,029.72	365,939.00	-14,090.72
4200 · Fund Raising	211,951.73	206,288.00	-5,663.73
4400 · Adoptions	76,940.00	91,347.00	14,407.00
4450 · Memberships	51,492.00	38,380.00	-13,112.00
4500 · Royalties	849.60	723.00	-126.60
4550 · HSPC Merchandise	3,713.60	3,605.00	-108.60
4700 · Other Income/Restitution	3,060.00	220.00	-2,840.00
Total Income	728,036.65	706,502.00	-21,534.65
Gross Profit	728,036.65	706,502.00	-21,534.65
Expense			
6010 · Accounting/CPA-Audit & 990PF	3,900.00	4,200.00	300.00
6040 · Bank & Credit Card Fees	11,638.68	8,866.00	-2,772.68
6100 · Management/Accounting/Payroll	76,704.43	77,595.00	890.57
6160 · Continuing Education	145.00	0.00	-145.00
6170 · Contract Labor	462.00	1,347.00	885.00
6200 · Depreciation	76,673.00	0.00	-76,673.00
6250 · Dues & Subscriptions	1,873.63	2,235.00	361.37
6300 · Employment / Staff/Volunteers	807.57	578.00	-229.57
6400 · Fund Raising Exp	42,950.64	42,594.00	-356.64
6600 · Insurance	29,255.97	31,583.00	2,327.03
6800 · Medicine	73,768.72	79,500.00	5,731.28
6850 · Membership Expense	3,044.21	3,250.00	205.79
6895 · Merchandise	5,748.70	6,520.00	771.30
6900 · Newsletter	7,503.40	4,000.00	-3,503.40
7000 · Office & Admin	3,957.85	4,200.00	242.15
7300 · Payroll Expenses	558,608.97	615,373.00	56,764.03
7500 · Repairs & Maintenance	26,329.30	63,894.00	37,564.70
7600 · Shelter Operations	88,326.52	91,519.00	3,192.48
7715 · Taxes/Licenses	99.89	100.00	0.11
7730 · Telephone	4,227.67	4,000.00	-227.67
7800 · Utilities	45,421.00	47,775.00	2,354.00
7850 · Vehicles	6,228.37	6,250.00	21.63
7900 · Veterinarian Services	49,878.36	55,750.00	5,871.64
7995 · Website/Internet Expense	3,425.33	3,500.00	74.67
Total Expense	1,120,979.21	1,154,629.00	33,649.79
Net Ordinary Income	-392,942.56	-448,127.00	-55,184.44
Other Income/Expense			
Other Income			
4050 · Estates & Bequests-Unrestricted	848,030.59	425,000.00	-423,030.59
8020 · Interest	388.97	347.00	-41.97
8040 · Interest/Dividends-Investments	12,802.50	5,000.00	-7,802.50

Humane Society of Pulaski County Budget Comparison

	2018	2019	
8050 · Unrealized Gain/Loss-Investment	-55,997.53	25,000.00	80,997.53
Total Other Income	805,224.53	455,347.00	-349,877.53
Other Expense			
6705 · Misc.	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00
Net Other Income	805,224.53	455,347.00	-349,877.53
Net Income	412,281.97	7,220.00	-405,061.97

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 18				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	36,270.	36,270.	0.	0.
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	480,376.	480,376.	0.	0.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes	41,963.	41,963.	0.	0.
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)				
12 Advertising and promotion				
13 Office expenses	3,958.	3,958.	0.	0.
14 Information technology	3,425.	3,425.	0.	0.
15 Royalties				
16 Occupancy				
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	76,673.	76,673.	0.	0.
23 Insurance				
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a BANK CHARGES	11,639.	0.	11,639.	0.
b DUES & SUBSCRIPTIONS	1,874.	0.	1,874.	0.
c EMPLOYMENT/STAFF	808.	808.	0.	0.
d FUNDRAISING	2,168.	0.	0.	2,168.
e All other expenses	421,042.	340,438.	80,604.	0.
25 Total functional expenses. Add lines 1 through 24e	1,080,196.	983,911.	94,117.	2,168.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

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06/14/19

Accrual Basis

Humane Society of Pulaski County
Profit & Loss Budget Overview
 January through December 2019

	<u>Jan - Dec 19</u>
Ordinary Income/Expense	
Income	
4000 · Donations	365,939.00
4200 · Fund Raising	206,288.00
4400 · Adoptions	91,347.00
4450 · Memberships	38,380.00
4500 · Royalties	723.00
4550 · HSPC Merchandise	3,605.00
4700 · Other Income/Restitution	220.00
Total Income	<u>706,502.00</u>
Gross Profit	706,502.00
Expense	
6010 · Accounting/CPA-Audit & 990PF	4,200.00
6040 · Bank & Credit Card Fees	8,866.00
6100 · Management/Accounting/Payroll	77,595.00
6170 · Contract Labor	1,347.00
6250 · Dues & Subscriptions	2,235.00
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6400 · Fund Raising Exp	42,594.00
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6900 · Newsletter	4,000.00
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7500 · Repairs & Maintenance	63,894.00
7600 · Shelter Operations	91,519.00
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7800 · Utilities	47,775.00
7850 · Vehicles	6,250.00
7900 · Veterinarian Services	55,750.00
7995 · Website/Internet Expense	3,500.00
Total Expense	<u>1,154,629.00</u>
Net Ordinary Income	-448,127.00
Other Income/Expense	
Other Income	
4050 · Estates & Bequests-Unrestricted	425,000.00
8020 · Interest	347.00
8040 · Interest/Dividends-Investments	5,000.00
8050 · Unrealized Gain/Loss-Investment	25,000.00
Total Other Income	<u>455,347.00</u>
Net Other Income	<u>455,347.00</u>

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06/14/19

Accrual Basis

**Humane Society of Pulaski County
Profit & Loss Budget Overview**

January through December 2019

	<u>Jan - Dec 19</u>
Net Income	<u>7,220.00</u>



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077589886
Apr. 10, 2014 LTR 4168C 0
71-0415296 000000 00

00038518
BODC: TE

HUMANE SOCIETY OF PULASKI COUNTY
PO BOX 21260
LITTLE ROCK AR 72221-1260



037921

Employer Identification Number: 71-0415296
Person to Contact: Mr. Schatz
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Mar. 11, 2014, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in April 1973.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

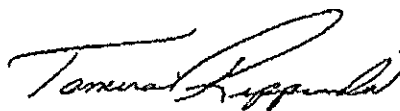
Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077589886
Apr. 10, 2014 LTR 4168C 0
71-0415296 000000 00
00038519

HUMANE SOCIETY OF PULASKI COUNTY
PO BOX 21260
LITTLE ROCK AR 72221-1260

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Tamera Ripperda
Director, Exempt Organizations

HUMANE SOCIETY OF PULASKI COUNTY – LITTLE ROCK, ARKANSAS BOARD OF DIRECTORS – Including Professional Affiliations

1. Debbie Howell, President

Past affiliations:

Arkansas Communication and Theatre Arts Association (past President)

Arkansas Education Association

National Education Association

Theta Alpha Phi

Kappa Delta Pi

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NAVTA (National Association of Veterinary Technicians in America)

AVTA (Arkansas Veterinary Technicians Association)

3. Alexis Leidigh, Secretary

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Arkansas Oklahoma Wireless Association (AOWA)

Colorado Wireless Association (COWA)

4. Steve Schulte, Treasurer

Society for Human Resource Management (SHRM)

Arkansas Academy of Industrial Engineering (AAIE)

Arkansas Bar Association

Pulaski County Bar Association

Arkansas Trial Lawyers Association (ATLA)

Central Arkansas Human Resources Association (CAHRA)

West Central Arkansas Human Resources Association (WCASHRM)

American Staffing Association (ASA)

5. Troy Brazile

InfraGard

Association of Professional Dog Trainers

6. Ann Gough

Past affiliation:

ANA (American Nurses Association)

7. Arjay Hill

8. Lyn Owens

-- End of List