Rachael Ray No-Kill Excellence Grant Application Checklist & Guide

The following checklist will help you ensure you have gathered all of the information and followed all of the steps to submit your grant application.

☐ Review grant decision tree to ensure you are applying for the right type of grant

☐ Review all eligibility requirements.

☐ Review data reporting requirements.

☐ If you will be working with other shelters, vet clinics, etc, gather letters of support (optional, but suggested)

☐ Review the application guide below to familiarize yourself with the information requested in the application.

Click here when you are ready to start your application*.

*You do not have to complete your application in one sitting. You can save your progress and log back into the grant platform to finish your application.

Rachael Ray No-Kill Excellence Grants 2023 Application

The information below is intended to help you provide the information we are looking for in each field on the application. The question/field is listed in black and the information we are looking for is in blue.

Project Name: This is an identifier in our grant platform.

Annual Operating Budget: Your yearly budget

Amount Requested: The amount of funding you are requesting for your project.

- You can request up to $50,000, but the amount should not exceed 10% of your operating budget.
- Our average cost per nose for funding in our last grant cycle was $88.
    - To ensure your request/budget is close to this figure, divide the amount requested by the total number of animals impacted directly to calculate cost per nose.
        - Example: $20,000 requested amount divided by 250 total animals directly impacted = $80 per nose.

Cats and/or Dogs Directly Impacted: You should only include direct impacts and not estimate indirect impacts.

Organization Summary: Give us brief description of your organization. We suggest not using your mission statement, but rather telling us about current goals, recent successes and/or challenges you have worked to overcome.

In one sentence, what is the goal of your proposed project?: Your goal impact statement should be specific and measurable.

- Example of **acceptable** goal impact statements:
    - The purpose of this project is to implement a program that provides preventative care for pets and education to the community further reduce owner surrender, as well as serve as a model project for other shelters.
- Example of **unacceptable** goal impact statements:
    - The purpose of this project is keep pets in their homes.

Has your organization maintained at least a 90% save rate for the past year: Check the pet lifesaving dashboard if you are unsure if you meet this requirement.

- If you still have questions, contact your regional team for guidance.

Project Summary: Provide a brief summary of your project and explain how your project will launch a new community program, sustain your 90% save rate, or mentor / train other organizations on programs that are successful for you.

Which region will your project impact? In most cases, the region impacted will be the region in which you are located. However, there are projects, for example transport focused, that might involve other regions or even multiple regions. Your project might also impact regions other than your own if you are mentoring/training groups outside of your region.

What programs are you most proud of: Tell us the programs that you have implemented that have had the most impact on your organization's goal and mission.

In what areas is there room for improvement within your organization: What activities and/or processes lack effectiveness, efficiency, or could be better executed?

What other work is currently happening in your community that can support these efforts: How engaged is the community and how is that helping your efforts?

What obstacles do you face that might hinder your project: Include both internal and external challenges.

List additional organizations or entities with whom you will collaborate on this project: Who will you need to work with? This could include vet clinics, businesses, other organization, etc.

- For each organization or entity listed, you should tell us what their involvement will be in making this project a success.
- We suggest obtaining a current letter support from each group.

Provide an outline of your project plan: Your project plan should include all main tasks with a target completion date for each of those.

How will your project continue to be supported and funded after the grant?: Tell us if you are planning on building this into your budget, about any fundraising or promotion plans you have.

- If your project will not continue after the grant, please tell us why.

Grant Project Budget: Download this template to create a budget for your project.

- If possible, your budget should include items covered by the grant, as well as the amount that will be covered by your organization.

If you indicated you ***will*** be mentoring or training shelters as part of your project, you will be asked for the following information:

- If you know which shelters you will be mentoring:
    - List the shelters you will be mentoring as part of your project: Use the shelter's full name and provide the city and state for each.
    - Briefly explain how and why you chose those shelters: What criteria, data, or other information you used to select these specific shelters.
- If you do ***not*** know which shelters you will be mentoring or training as part of your project:
    - Explain how you will choose the shelters you will mentor or train: Include any criteria you will use, data you will rely on, etc. in making your decision.

Data Compliance: All applicants are required to be current with reporting their data. Requirements depend on your organization's type.

- If you are a **shelter or rescue** (with intakes and outcomes), your monthly data must be current in Shelter Animals Count for January to July 2022.
- If you are a **spay/neuter only, transport, or intake prevention focused organization**, we require your annual stats for 2021 be submitted via this form prior to submitting your application.
- If you have questions or need help with data, please email Lisa at networkgrants@bestfriends.org for assistance.