

A. Organization & Contact Information

Case Id: 11120
Name: Forsyth Humane Society Savefursyth Adoption
Address: *No Address Assigned

Completed by cdupre@forsythhumane.org on 11/19/2020 3:08 PM

A. Organization & Contact Information

The Request for Proposals and additional materials to assist with completing the application can be found on the City's webpage for [Community Agencies](#)

A.1. Organization Name

Forsyth Humane Society

A.2. Project/Program

Savefursyth Adoption Event

A.3. FY 2021-22 Funding Request Amount

\$10,000.00

A.4. Agency's Total Operating Budget

\$2,767,091.00

A.5. Mailing Address

4881 Country Club Road WINSTON SALEM, NC 27104

A.6. Project/Program Location Address

5570 Sturmer Park Circle Winston-Salem, NC 27105

A.7. Organization Website

<https://forsythhumane.org/>

A.8. Year 501(c)(3) status obtained

1971

A.9. Organization Fiscal Year

April 1st - March 31st

A.10. Federal Tax ID Number

A.11. Federal DUNS Number

EXECUTIVE DIRECTOR/MANAGER

A.12. Name, Title

Sarah Williamson, Executive Director

A.13. Email

swilliamson@forsythhumane.org

A.14. Phone

(336) 546-1410

CONTACT

A.15. Name, Title

Carrie DuPre, Development Coordinator

A.16. Email

cdupre@forsythhumae.org

A.17. Phone

(336) 955-1740

BOARD CHAIR

A.18. Name

Brad Zabel

A.19. Term Expiration

03/31/2021

A.20. Email

bzabel@bellsouth.net

A.21. Phone

(336) 608-7071

B. Project Overview

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B. Project Overview

Please provide the following information

APPROACH (7 POINTS)

B.1. Provide a concise description of the proposed project/program, indicating specifically how City funds will be used. Briefly, what are the goals/objectives of the project/program?

Forsyth Humane Society's goal is to increase the save rate of shelter dogs and cats to 90% by 2023. In 2018, we became a contracted partner with Forsyth County and took over care for all the dogs and cats at the Forsyth Animal Services Shelter (University North Location) in addition to our adoption shelter on Country Club Road. We care for over 6,000+ animals annually. During our partnership, we have increased the save rate from 36% to 78% as of September 2020. Forsyth Humane Society's 90% adoption events are lifesaving days that reduces shelter euthanasia during peak periods of space capacity, decreases dog and cat deterioration from long shelter stays, and reduces adoption barriers for underserved communities in Forsyth County. In 2019, we launched a minor surgical suite at our University North location in order to expedite the adoption readiness process. 90% adoption events reduce dog and cat adoption fees by 90% in support of our goal and move many animals into homes in a short amount of time. Dog adoption fees are reduced from \$150 to \$15 and cat adoptions fees are reduced from \$100 to \$10 until funding is depleted. Without sponsorship of these events, we could not support reduced cost adoption events. Sponsorship of these events help cover the cost of spay/neuter, medical care, adoption fees, and supplies our organization incurs.

Reduce adoption barriers for underserved communities:

Companion animals have numerous mental and physical wellness benefits for humans. Having a pet in the home makes people feel safer, less stressed and depressed, and often lowers blood pressure. Now more than ever, people in our community need pet companionship during these isolating times. Forsyth Humane Society and other agencies offer many supportive programs for those who adopt our dogs and cats at reduced fees for continuing care. Programs such as our partnership on free wellness clinics, our partnership with UnChain Winston who offers free fencing and dog houses in Forsyth County, and our pet food pantry provide aid post adoption. All of our adoptions include a free wellness exam at participating veterinarian offices.

Peak periods of space capacity:

Dog and cat peak reproduction is May through October and this period has the highest amount of incoming dogs and cats to our organization. Lowering adoption fees during this time increases adoptions and moves animals into homes to prevent space based euthanasia.

Decrease dog and cat deterioration from long shelter stays:

Animal shelters are not an ideal environment for animals to stay long term. After spending extensive time in a shelter environment, dogs and cats can deteriorate and exhibit aggressive or fearful behavior. Animals deemed aggressive or fearful in our care have the potential to be euthanized. Lowered fee adoption events move long term animals out of care quickly and prevents deterioration.

B.2. How will a participant access the proposed project/program, use the services, and derive a beneficial outcome

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from participation?

Lowered adoption fees will be available at both our locations while funding lasts. We advertise our adoption events on social media, our website, a press release, and by asking our community partners to help spread awareness. Our adoption process is same day adoptions with a 30-minute counseling session. Our animals are viewed online and our staff provide known details about their needs and personalities. Once the animal is selected, they fill out a 2-minute application online and a staff member reaches out their application. The session is approximately 30 – 45 minutes and the following topics are discussed: landlord permission, containment/fencing, general pet care, introducing pets to other members of the family, training, possible behavior issues, and post adoption issues. After the applicant is approved, staff brings the animal to them with a sample bag of food, the counselor takes a family photo, and the animal is able to leave to go to their new home. Currently, we are operating our adoption appointments curbside by appointment only to adapt to the COVID-19 pandemic. Animal companionship is proven to lower blood pressure, decrease anxiety and depression, provide security, and encourage healthy lifestyles. The article “The Health Benefits of Animal Companionship” in American Veterinarian says companion animals “provide direct nonjudgmental support, and they also facilitate social interactions between people to help create social networks within communities.” Companion animal studies show that people with pets are happier and healthier. Rebecca Johnson, a nurse who heads the Research Center for Human/Animal Interaction at the University of Missouri College of Veterinary Medicine says interacting with animals can increase people's level of the hormone oxytocin. Oxytocin helps people feel happy and more trusting. Oxytocin increases the effect of the body's ability to be in a state of readiness to heal and grow new cells. The companionship animals provide is crucial for our community as many people are staying home more and socializing in groups less.

B.3. Below, please provide anticipated service metrics into the appropriate fields.

Where applicable, applicants will be reimbursed funds based upon timely submissions of eligible invoices. These invoices should describe services rendered and should align with the goals and objectives cited here. Where outcomes do not align with goals, please be prepared to provide a written summary of shortcomings. If applicable and serving individual clients over a period of time.

Average Number of Participants Served at a Single Time

8

Maximum Number of Participants to Be Served at a Single Time

97

Unduplicated Total Number of Participants to Be Served During the Program Year

2,382

NEED (7 POINTS)

B.4. Describe the population(s) to be served. Describe the key demographic and economic characteristics of the clients to be served.

Forsyth Humane Society serves populations of all demographics and economic characteristics in Winston-Salem, N.C.

B.5. Describe the unmet need that the proposed project/program seeks to address. Why does the population described above need the proposed assistance? Include data supporting the need.

Forsyth Humane Society is the only shelter in Forsyth County that subsidizes adoption fees and provides same day adoptions to the general public.

COLLABORATION (6 POINTS)

B.6. Describe any specific collaborative relationships with other organizations (public or private) and how they will impact the project/program. How will collaboration contribute to the planning, implementation, operation, oversight, and performance measurement of the proposed project/program?

The Forsyth Humane Society works closely with the the Forsyth County Animal Welfare Coalition. The Coalition is a group of 16 organizations who have committed to the goal of a 90% save rate for shelter dogs and cats in Forsyth County by 2023. This group works together by sharing resources, discussing how to decrease animal shelter intake, and promoting the mission of the 90% save rate to the community. Some members of the coalition will offer supportive care post adoption including vaccine clinics and other resources. Some members of the coalition will help us promote the 90% save rate goal and others will provide resources to underserved populations of Forsyth County.

IDIS Setup

No data saved

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IDIS Setup

Please provide the following information

Project Name

National Objective

Activity Number ID

HUD Activity Code

Project Description

Accomplishment Type

Initial Application Date

Service Area

Ward

Census Tract(s)

Block/Group

MWBE

C. Strategy and Performance

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C. Strategy and Performance

Please provide the following information

STRATEGY (5 POINTS)

C.1. The City of Winston-Salem adopted the [2017-2021 Strategic Plan \(2019 Update\)](#) as a guiding document to establish community priorities based on the vision, mission, and values set forward by the Mayor and City Council. Indicate which of the City's strategic focus areas your program aligns with best (select one):

Livable Neighborhoods

C.2. Select the service area(s) that your project/program relates to:

- Housing/Homelessness
- Economic Development
- Construction Rehabilitation
- Poverty Reduction
- Arts and Culture
- Youth
- Public Safety
- Transportation
- Other

PERFORMANCE (15 POINTS)

C.3. Explain the plan for monitoring and evaluating the project/program. Also include the steps that will be taken if the stated program goals provided in C.5. are not achieved.

Forsyth Humane Society monitors our lowered adoption fee events by tracking daily how many dogs and cats are adopted, how many donations at checkout we received, and how much space has been made from the influx of adoptions during our daily euthanasia walk. After the event is complete, we calculate the number of adoptions and compare it to last calendar year for that time period. We compare the number of adoptions to our past events and to see if we reached our campaign goal and our increasing in the number of adoptions. If our stated goals are not achieved, we will continue to focus on animal behavior and enrichment to make them more adoptable and increase our adoption marketing efforts until the goal is met.

C.4. Describe the system to be used to track participant and program data. List any key reports and their frequency that will be used to capture project/program performance.

ShelterLuv is the database that we use for tracking an adoption event. ShelterLuv provides us with the number of

adoptions and the number of donations received during an adoption event. After every adoption event, we pull the data from ShelterLuv and include it in our tracking spreadsheet. Our tracking spreadsheet includes event dates, number of adoptions, prior year's adoptions during the event time period, daily revenue, remaining gift, discounted adoption revenue, and donations. This report shows our leadership team if the event made additional revenue to be used at a later date, broke even, or if we adopted more than the available funding.

C.5. Use the chart below to show how your agency measures program effectiveness. List goals, activities, and performance measures you will use to evaluate services, facilities, and programs that will be funded by the City. Performance measures can be quantitative and/or narrative.

Applicants will be reimbursed funds based upon timely submissions of eligible invoices. These invoices should describe services rendered and should align with the goals and objectives cited here. Where outcomes do not align with goals, please be prepared to provide a written summary of shortcomings.

Stated Program Goals	Program Activities in Support of Goals	FY 19-20 Previous Year Results	FY 20-21 Current Year Projected Results	FY 21-22 Next Year Anticipated Results
Increase shelter dog and cat adoption	Market adoption event on social media, our website and to local news media.	2,508 dogs and cats were adopted	1,575 cats and dogs adopted. This number has been impacted by COVID-19 pandemic.	1,800 cats and dogs adopted. This number will be impacted by COVID-19 pandemic.
Reduce euthanasia	Grow foster network and increase adoptions, increase resources to prevent owner surrenders to shelters, and feral cat spay/neuter surgeries.	1,434 dogs and cats euthanized	1,250 dogs and cats euthanized. This number has been impacted by COVID-19 pandemic.	1,300 dogs and cats euthanized. This number will be impacted by COVID-19 pandemic.
Increase the save rate for shelter dogs and cats	Grow foster network and increase adoptions, increase resources to prevent owner surrenders to shelters, and feral cat spay/neuter surgeries.	77% save rate for shelter dogs and cats	74% save rate for shelter dogs and cats. This number will be impacted by COVID-19 pandemic.	78% save rate for shelter dogs and cats. This number will be impacted by COVID-19 pandemic.

	Total Unduplicated Number Served	Total Number Served
FY 19-20 Previous Year Results	2,508	2,508
FY 20-21 Current Year Projected Results	1,575	1,575

FY 21-22 Next Year Anticipated Results	1,800	1,800
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C.6. FY 19-20 Program Accomplishments

In our first year of lowered adoption fee days, 669 dogs and cats were adopted. Adoption events were paused in 2020 due to the COVID-19 pandemic. One virtual adoption event was completed in 2020 and 94 dogs and cats were adopted in one day. In 2018, the save rate of dogs and cats increased from 36% to 71%. During the COVID-19 pandemic, we have held a 78% save rate for shelter dogs and cats.

C.7. FY 21-22 Key Objectives

Our key objectives for FY 21 - 22 is to increase adoptions, increase animals released to rescues, decrease the number of animals entering our shelter, provide community cat resources to the underserved community, and increase the Forsyth County save rate.

D. Organizational Capacity

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D. Organizational Capacity

Please provide the following information

MISSION (5 POINTS)

D.1. Provide an overview of the organization. Include the organization's mission statement and the major services, programs, and activities provided. How does the proposed project/program help advance the mission of your organization?

Forsyth Humane Society's (FHS) mission is to promote and provide for the humane treatment of cats and dogs in Forsyth County. In support of our mission, FHS is committed to achieving a 90% save rate for shelter dogs and cats in Forsyth County by 2023. On January 8, 2018, Forsyth Humane Society became a contracted partner of Forsyth County and we assumed all care for dogs and cats at the open admission animal shelter. Forsyth Humane Society operates two shelters, the county animal shelter and our adoption center on Country Club Road. In 2018, FHS increased the save rate from 36% to 71%. As of September 2020, we increased the save rate to 78%. We plan to achieve our 90% goal through our life-saving programs. Our lifesaving programs include an extensive foster network, placing dogs and cats with rescue partners, adopting dogs and cats into loving homes, a highly active volunteer program, providing dog and cat food to underserved families and the elderly, altering shelter dogs and cats in house, and working with local agencies to keep dogs and cats out of the shelter system. Lowered fee adoption events prevent space based euthanasia and are crucial to reaching a 90% save rate for shelter dogs and cats.

FUNCTION (5 POINTS)

D.2. How long has your organization been in operation?

79 years

D.3. How does your organization benefit and serve the City of Winston-Salem and its citizens?

Forsyth Humane Society benefits and serves the City of Winston-Salem and its citizens by contributing to more livable neighborhoods through dog and cat overpopulation control, animal placement, quarantining unvaccinated or aggressive dogs or cats, and by educating the public and providing resources in our surrender prevention program. The Forsyth Humane Society has committed to achieving a save rate of 90% for shelter animals in Forsyth County. In 2017, the save rate of shelter dogs and cats was 36%. After our partnership with Forsyth County, the save rate has increased from 36% to 78% as of September 2020. Members of communities like to live in areas with low dog and cat euthanasia rates and fewer stray animals roaming freely. Areas deemed "high-kill" can attract negative attention from community leaders, politicians, and the media. In addition, companionship from dogs and cats have many health and wellness benefits. According to the Ohio State University Veterinary Medical Center, pet companionship can "buffer stress, lower heart rate, lower blood pressure, give social support, help you stay in shape, and prevent certain sicknesses" (<https://vet.osu.edu/vmc/companion/owner-information/health-benefits-pet-ownership>). Pet ownership positively affects children as well. The article says, "When a child has a good relationship with their pet, the animal will encourage cognitive stimulation, improved behavior in children, heightened understanding of others, increased immunity, and lower anxiety levels." Pet ownership encourages outdoor activity and makes citizens more likely to visit local parks and experience outdoor activities. With citizens living through an isolating pandemic, animal companionship has never been more crucial.

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STRUCTURE (5 POINTS)

D.4. In the chart below, list key personnel involved in the proposed project/program.

Position Title	Activities/Inputs	Total Work Hours Per Week	% of hours proposed to be funded
Marketing Coordinator	Promotes adoptable animals for adoption, creates marketing materials for programs, fundraisers, and operations, and manages all external communication including annual appeals, social media, and the FHS newsletter.	40	0.00 %
Managers	Oversees all University North Operations, manages customer service staff, manages intake team, participates in daily euthanasia evaluation, and maintains Department of Agriculture requirements and records.	40	0.00 %
Adoption Coordinator(s)	Manages adoption team, processes adoption paperwork, adoption counseling during peak hours, diverts adoption returns through counseling process, and is responsible for the enrichment of shelter animals.	40	0.00 %

D.5. List all executive staff and their compensation (other than per diem).

Executive Staff Name	Title/Role	Compensation	% of Hours Proposed to be Funded
Sarah Williamson	Executive Director	\$62,000.00	0.00 %

D.6. Attach an organizational chart

Organizational Chart *Required

UNC Org Chart 08-24-2019.pdf

D.7. Please complete the Diversity of Employment and the Employment Profile below. See the [Request for Proposals \(RFP\)](#) for definitions of position types used in the Employment Profile.

Describe the hiring process and how it is structured to provide the most diverse candidate pool.

Forsyth Humane Society posts all available jobs on Forsythhumane.org and some on Indeed.com. Resumes are reviewed by the hiring manager and candidates are selected for at least one phone interview and multiple in person interviews. Candidates are informed that euthanasia is a possibility for dogs and cats in the care of FHS and they need to decide if that is a good fit for them before joining the staff. FHS hires based on best fit and we do not discriminate based on gender, orientation, race, or disability. FHS has offered employment to those who have been formerly incarcerated and have done court ordered community service at our facilities.

Please enter the total number of Full-Time Positions and Employees you have in the table below

	Male - White	Male - Black	Male - Other	Female - White	Female - Black	Female - Other

Executives/Managers	2	0	0	3	0	0
Professionals	1	1	0	7	2	1
Technicians	1	0	0	5	0	1
Office/Clerical	0	0	0	1	0	1
Laborers/Service Workers	0	1	0	2	0	0
Total Full-Time						

Please enter the total number of Temporary/Part-Time Positions (FTE) and Employees you have in the table below

	Male - White	Male - Black	Male - Other	Female - White	Female - Black	Female - Other
Executives/Managers	0	0	0	0	0	0
Professionals	0	0	0	2	0	0
Technicians	1	0	0	0	3	0
Office/Clerical	0	0	0	4	0	0
Laborers/Service Workers	0	2	0	5	0	1
Total Part-Time/Temp						

D.8.

Attach a list of all Board Members AND compensation (other than per diem) ***Required**

Board of Directors FY 20-21.pdf

D.9. Number of full Board meetings held during the last twelve months

10

D.10. Number of Board's Executive Committee meetings held during the last twelve months

11

ABILITY (5 POINTS)

D.11. Describe the implementation or operational plan to get the proposed project/program up and running in a timely manner. Describe any key contingencies on which the startup depends. Please upload any maps, milestones, etc. to "F. Required Documents."

90% adoption events are already in operation. Once funding is secured, the leadership team based on space capacity, staff coverage, and enough lead time to market the event to the community. After the date(s) are selected, the marketing coordinator creates the creative materials that includes donor recognition to promote the event and the press release. Staff and volunteers launch a social media campaign to promote the adoption events. The public is asked to view our pets online at forsythhumane.org and fill out a short application. Staff make appointments for the applicants where they go through a virtual counseling session. The animals are picked up from our staff by curbside appointments on the 90% adoption event day.

D.12. How do your policies and procedures (including marketing, outreach, eligibility determination and appeals) ensure fair and equal access to the benefits of the program to all persons who seek to participate?

We do not have minimum income requirements or housing requirements for our adoption program. As an agency, we consistently remove adoption barriers allowing more pets to join people in their homes. We promote lowered adoption events on social media, by sending out a press release, posting to our website, and at both of our locations.

If funded, the City of Winston-Salem will be recognized as the adoption event sponsor.

E. Cost Effectiveness

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E. Cost Effectiveness

Please provide the following information

BUDGET AND FUNDING (10 POINTS)

E.1. Please complete the table to show the organization's operating budget.

Expenditures by Program	Budgeted FY 20-21	Projected Actuals FY 20-21	Proposed Budget FY 21-22
Program Services	\$1,903,500.00	\$1,767,600.00	\$1,903,500.00
Fundraising	\$325,000.00	\$256,000.00	\$325,000.00
Management and General	\$181,800.00	\$200,000.00	\$181,800.00
Total Expenditures by Program	\$2,410,300.00	\$2,223,600.00	\$2,410,300.00

Expenditures by Category	Budgeted FY 20-21	Projected Actuals FY 20-21	Proposed Budget FY 21-22
Employee Salaries and Wages	\$1,300,000.00	\$1,276,000.00	\$1,300,000.00
Employee Benefits	\$150,000.00	\$142,000.00	\$150,000.00
Facility Rent and Utilities	\$60,000.00	\$42,000.00	\$60,000.00
Training and Conference Registration	\$3,000.00	\$2,000.00	\$3,000.00
Membership and Dues	\$2,000.00	\$1,000.00	\$2,000.00
Travel and Transportation	\$15,000.00	\$10,000.00	\$15,000.00
Grants to Individuals and Organizations	\$0.00	\$0.00	\$0.00
Contracted Fundraising Services	\$120,000.00	\$90,000.00	\$120,000.00
Goods Purchased for Resale	\$20,000.00	\$10,000.00	\$20,000.00
Other Contracted Services	\$125,000.00	\$116,000.00	\$125,000.00
Other Operating Expenditures	\$615,300.00	\$534,600.00	\$615,300.00
Capital Outlay	\$0.00	\$0.00	\$0.00
Total Expenditures by Category	\$2,410,300.00	\$2,223,600.00	\$2,410,300.00

Revenues by Category	Budgeted FY 20-21	Projected Actuals FY 20-21	Proposed Budget FY 21-22
City of Winston-Salem	\$0.00	\$0.00	\$0.00
Forsyth County	\$552,000.00	\$552,000.00	\$563,000.00
State of North Carolina	\$0.00	\$0.00	\$0.00
Federal Government	\$0.00	\$0.00	\$0.00
Admissions/Program Revenues/Sales	\$324,000.00	\$290,000.00	\$324,000.00

Memberships	\$5,000.00	\$4,000.00	\$5,000.00
Donations	\$1,295,000.00	\$1,100,000.00	\$1,295,000.00
Foundation Grants	\$150,000.00	\$100,000.00	\$150,000.00
Interest and Investment Income	\$12,000.00	\$12,000.00	\$12,000.00
Parent Organization	\$0.00	\$0.00	\$0.00
Other	\$25,000.00	\$25,000.00	\$25,000.00
Total Revenues by Category	\$2,363,000.00	\$2,083,000.00	\$2,374,000.00

Describe any amounts listed under "Other Operating Expenditures" or "Other Revenues." Provide details on any specific federal government revenue sources.

Other Revenue:

In-Kind Revenue

Rental Income (Parking)

Fiscal Sponsorship Fees Revenue

Other Expenses:

Animal Care Expenses

General Office & Operating Expenses

Marketing & Fundraising Expenses

Depreciation Expense

Interest & Bad Debt Expense

Miscellaneous Expenses

In-Kind Expense

E.2. Has the City of Winston-Salem provided funding in the past? If so, provide a funding history of the most recent five years of City contributions in the table below.

Year	Funding Source	Funding Amount
2020	0	\$0.00

E.3. Please complete the table below to show specific details of proposed City funding and other leveraged funding for the proposed project/program.

Activity	Funding Requested from City	Funds from Other Sources	Other Funds Source
Reduced dog and cat adoption fees	\$10,000.00	\$0.00	
	\$10,000.00	\$0.00	

E.4. For each activity and line item above, please provide a short but detailed description of how City resources will be used to carry out proposed programming.

Forsyth Humane Society would use funding from the City of Winston-Salem to discount the adoption fees of our shelter dogs and cats. For example, for every \$10 cat adoption, the city of Winston-Salem would cover \$90 of the adoption fee.

E.5. Where another stakeholder or agency is providing non-monetary assistance with a particular aspect of your programming, please provide a short description of those activities and how they will supplement the use of City funds.

Forsyth Humane Society will solicit assistance from individual donors and business to sponsor lowering adoption fees

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for adoption events.

E.6. If this year's request is different in any way (amount, activities, etc.) from a prior year's request, explain how and why. If you are a new applicant, please describe how you would adjust your project/program if your funding request is not funded at the full amount.

This year, we are applying for adoption sponsorship as that is the most urgent need in our agency during peak season of dog and cat intake. If the request was not funded at the full amount, we would lower the adoption fees for as many animals as possible.

SUSTAINABILITY (7 POINTS)

E.7. Describe the plan to sustain the project/program funding in future years. Include information about other funding sources to leverage City funds requested.

Forsyth Humane Society recruits businesses and donors to sponsor our 90% adoption events. We also apply for 90% adoption events grant funding.

BARRIERS (3 POINTS)

E.8. Describe any potential programmatic barriers to project implementation (e.g. recruitment or outreach challenges, etc.) and your plans for overcoming them.

Funding is our largest barrier for lowered adoption fee events. Our organization can not sustain lowered adoption fees without the additional funding to cover our expenses. We overcome this barrier by reaching out to our individual donors and businesses to sponsor adoption events.

E.9. Describe any institutional barriers to project implementation (e.g. staff vacancies, pending departures, etc.) and your plans for overcoming them.

For the safety of our staff and our guests, all adoptions are completed virtually and by curbside appointments. Our staff successfully completed an adoption event in August 2020 following all CDC pandemic guidelines. If this challenge continues in 2021-2022, we will continue to require sanitizing, mask wearing, and curbside appointments.

AVERAGE COST (5 POINTS)

E.10. Use the table below to show the average amount of City funds requested per beneficiary to be served during the year and the average total cost of the service per beneficiary to be served during the year (including all funding sources)

Proposed funds from the City for this project:	10000
Number proposed to be served for the year:	1575
Average City funds per beneficiary:	6
Proposed funds from all sources:	10000
Number proposed to be served for the year:	1575
Average total funds per beneficiary:	6

F. Required Documents

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Address: *No Address Assigned

F. Required Documents

Please provide the following information

Documentation



Code of Conduct/Conflict of Interest Policy *Required

FHS Revised Handbook 08-24-2019.pdf



Submit a copy of the agency's latest 990 Form as submitted to the Internal Revenue Service. *Required

FHS 2018-2019 FORM 990.pdf



Organization By-Laws *Required

FHS ByLaws- Revised November 2018 .pdf



Articles of Incorporation *Required

FHS Articles of Incorporation 05211941.pdf



Organization Policies (including personnel, formal non-discrimination, procurement, accounting, etc) *Required

FHS Revised Handbook 08-24-2019.pdf



IRS 501(c)3 Designation Letter *Required

IRS Determination Letter 2.pdf

Audited financial statements or a third-party review ***Required**

FHS AUDIT 2018-2019.pdf

North Carolina Secretary of State - Current and Active Status (<https://www.sosnc.gov/search/index/corp>)

***Required**

North Carolina Secretary of State - Current and Active Status.PNG

Other

***No files uploaded*

G. Income Based Projects/Services Only

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G. Income Based Projects/Services Only

** Complete this section only if you are requesting funds for a Community Development project (for CDBG, HOME and/or ESG funding).**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

G.1. In the right-hand column below, indicate the number of participants to be served by the proposed project/program within each income category during the year. Click [here](#) to see Winston-Salem income limits by household size.

Income Range	# to be served
0 to 30% of median	0
31% to 50% of median	0
51% to 80% of median	0
Greater than 80% of median	0

G.2. Describe policies, procedures, and criteria for determining who is eligible. Describe the procedures for screening, eligibility determination, intake, assessment and orientation of participants

H. Construction/Rehab Only

Completed by cdupre@forsythhumane.org on 11/19/2020 3:12 PM

Case Id: 11120

Name: Forsyth Humane Society Savefursyth Adoption

Address: *No Address Assigned

H. Construction/Rehab Only

** Complete this section only if you are requesting funds for a Housing Construction or Rehabilitation project.**
If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

H.1. Describe the proposed project, including any plans. If the project is approved, we will need a detailed work write-up.

H.2. Provide a projected timeline for the proposed work.

H.3. Describe how the project will be managed, including the contractor procurement process.

H.4. Describe the target market, including any special populations to be served.

H.5. Describe the services or program you plan to provide.

H.6. Describe the property management plan.

H.7. List the development team members.

H.8. Describe the financial capability of the sponsor/owner organization, including submission of the organization's operating budgets, agency audits, and Form 990s for the prior three years, unless already submitted to the City.

H.9. Listing of projects undertaken by principals over the past ten years, identifying project name and address, type of project, and number of units; please note any projects for which local government funding was received.

Project Name	Address	Type of Project	No. Units	Govmt Funding
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Documentation

Market study or other analysis to verify the need for the project.

***No files uploaded*

Development costs that include a detailed sources and uses statement of all funds, including the requested loan from the City, in electronic format, preferably a spreadsheet.

***No files uploaded*

Operating pro forma that includes rent and operating cost assumptions and all estimated loan payments, in electronic format.

***No files uploaded*

Operating Budget

***No files uploaded*

Form 990

***No files uploaded*

I. Emergency Shelter Only

Completed by cdupre@forsythhumane.org on 11/19/2020 3:12 PM

Case Id: 11120

Name: Forsyth Humane Society Savefursyth Adoption

Address: *No Address Assigned

I. Emergency Shelter Only

** Complete this section only if you are requesting funds for an Emergency Shelter project.**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

Prior to the beginning of any funding year, any ESG-funded program must participate in the local Homeless Management Information System (HMIS) designated by the Winston-Salem/Forsyth County Continuum of Care, or for domestic violence programs, a comparable database in accordance with HUD's standards.

Emergency Shelter: Essential Services

Activity	Total Budget (\$)
Case Management	\$0.00
Child Care	\$0.00
Education Services	\$0.00
Employment Assistance	\$0.00
Job Training	\$0.00
Outpatient Health Services	\$0.00
Transportation	\$0.00
Legal Services	\$0.00
Services to Special Population	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00
	\$0.00

Emergency Shelter: Operating Costs

Activity	Total Budget (\$)
Rent	\$0.00
Shelter Security	\$0.00
Fuel	\$0.00
Equipment	\$0.00
Insurance	\$0.00
Utilities	\$0.00
Food	\$0.00
Furnishings (limited to less than \$500 per item)	\$0.00
Supplies	\$0.00
Maintenance or Minor Repairs	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00
	\$0.00

J. Rapid Rehousing and HMIS Only

Completed by cdupre@forsythhumane.org on 11/19/2020 3:12 PM

Case Id: 11120

Name: Forsyth Humane Society Savefursyth Adoption

Address: *No Address Assigned

J. Rapid Rehousing and HMIS Only

** Complete this section only if you are requesting funds for a Rapid Rehousing project.**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

Prior to the beginning of any funding year, any ESG-funded program must participate in the local Homeless Management Information System (HMIS) designated by the Winston-Salem/Forsyth County Continuum of Care, or for domestic violence programs, a comparable database in accordance with HUD's standards.

Rapid Rehousing Financial Assistance

Activity	Total Budget (\$)
Rent Assistance	\$0.00
Rental Application Fees	\$0.00
Security Deposits	\$0.00
Last Month's Rent	\$0.00
Utility Deposits	\$0.00
Utility Payments	\$0.00
Moving Cost Assistance	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00

Rapid Rehousing Services

Activity	Total Budget (\$)
Case Management	\$0.00
Housing Search and Placement	\$0.00
Mediation	\$0.00
Legal Services	\$0.00
Credit Repair	\$0.00
Counseling	\$0.00
Information and Referral	\$0.00
Monitoring/Evaluation of Progress	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00

HMIS/Data Collection Budget

HMIS Activity	City ESG Request	State ESG Request
Staff Costs	\$0.00	\$0.00
Equipment	\$0.00	\$0.00
User Fees	\$0.00	\$0.00
	\$0.00	\$0.00

Submit

Completed by cdupre@forsythhumane.org on 11/19/2020 3:38 PM

Case Id: 11120

Name: Forsyth Humane Society Savefursyth Adoption

Address: *No Address Assigned

Submit

I certify that the applicant meets the conditions specified in the application instructions and will be able to carry out the proposed services in concert with these conditions. I also certify that the organization is a certified IRS 501(c)(3) non-profit organization.

Caroline DuPre

Electronically signed by cdupre@forsythhumane.org on 11/19/2020 3:38 PM