

Open Arms Challenge – Sample Participation Report

Please note, this is a sample report, provided for reference only, and questions are subject to change. If you have any questions about this report or the Open Arms Challenge, please contact our Grants Team at 925.310.5450 or grants@maddiesfund.org. We experience a very high call and email volume during application cycles, so our response time may be as long as 48 hours.

Thank you for participating in the Open Arms Challenge. We are looking forward to hearing about your experience.

This report is your Participation Report for this Challenge and must be filled out completely to be considered for an award. This report is due to Maddie's Fund by Wednesday, May 15, 2024, at 5:00pm Pacific Time.

- In order to qualify for a grant from [Adopt a Pet](#), organizations must be actively listing pets on Adopt a Pet and send all required attachments (signed W-9 form, contact form, etc.) to Adopt a Pet prior to receiving payment. If you have any questions, please email helpdesk@adoptapet.com.
- In order to qualify for a grant from [California for All Animals](#), your organization must be a shelter located in California that houses animals in a brick and mortar facility and is open to the public a minimum of fifteen hours per week for adoptions and/or return to home (includes municipal shelters or private shelters with or without municipal contracts). Animal control agencies that provide field services and/or animal control functions are also eligible to apply, even if they do not perform sheltering services. Organizations must submit all required forms (W-9 form, annual intake and euthanasia data for the last five years [2019 – 2023] and subsequent years through 2026 for cats and dogs, and a Shelter Services Agreement) to California for All Animals prior to receiving a payment.

Additionally, if you are selected as an award winner from this Challenge, there will be a final report via Zoom Huddle in September 2024. You can find a sample of the questions on [our website](#).

If you have any questions as you're completing this Participation Report, please contact us at 925.310.5450 or grants@maddiesfund.org. Any reports that are not submitted by Wednesday, May 15, 2024, will not be reviewed or considered for an award.

The questions below marked with a red asterisk (*) are required. Be sure to save your answers periodically (using the blue Save button at the bottom of the page) so you don't lose the information when you leave this report.

Quantitative Questions:

1. * How many animals were adopted in April 2024?
 - a. Dogs:
 - b. Cats:
2. * How many animals did your organization support in your community (owned pets or community animals) in April 2024?
 - a. Dogs:

- b. Cats:
 - c. We welcome any comments about how your organizations supported animals in your community in April 2024.
3. * How many unpaid staff (volunteers) were active in your organization during the Challenge period (April 2024)? If you're unable to pull those numbers from past reports, you can report on how many unpaid staff are currently active in your organization today.
- a. Does this number include foster caregivers? *Yes/No*

Narrative Questions

1. * Which of the following practices did you implement or expand during the Challenge period? Select all that apply.
 - a. Processes are equitable and inclusive
 - b. Customer success is ensured through customer service
 - c. Marketing is inclusive of all areas of your community
 - d. Organization embraces an open and welcoming culture
 - e. Organization creates partnerships with other organizations
 - f. Other (please describe below)
 - i. If Other, please explain
2. * Please describe what practices you implemented or expanded and how your programs were impacted.
3. * Do you plan to continue these new practices? *Yes/No/Unsure*
 - a. If no or unsure, please explain.
4. * As a result of this Challenge, did the demographic makeup of your unpaid staff (volunteers and foster caregivers) or adopters change? Please describe.
5. * Did you form any new partnerships or work with a different segment of the population in your community? Please describe.
6. * What challenges did you face? How did you overcome them?
7. Please share a brief favorite story or "Aha moment" from this Challenge period. You'll have the option to share photos below, but if you have a link to a video, you can include it here.
8. If you have photos to accompany your story from above, a document you updated during the challenge or anything additional you'd like to share with us, please upload it here. Please combine all your photos and documents into one document before uploading.
9. By selecting "Yes" below, we give Maddie's Fund permission to use the information in this report (including documents attached in Question 9 above) in marketing and education materials including, but not limited to, posts on our [Chew on This blog](#), [Maddie's Pet Forum](#) and [our website](#). **Please note, your answer to this question does not impact your ability to receive a grant.**

Thank you for completing this report.

Completion and submission of this report to Maddie's Fund by 5:00pm Pacific Time on Wednesday, May 15, 2024, is required for your organization to be considered for an award from the Open Arms Challenge. Once you submit this, you'll receive an automated email from us confirming your report was submitted. If you do not receive this email, please contact the Maddie's Fund Grants Team immediately

at 925.310.5450 or grants@maddiesfund.org as your report may not have been submitted. Any report that remains in the "Scheduled" status wasn't submitted and won't be reviewed.

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