



Maryland Spay and Neuter Grants Program ANNUAL REPORT

August 2019
(July 1, 2018–June 30, 2019)

FINAL REPORT

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Maryland Department of Agriculture

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This report details the activities and accomplishments of each element pertaining to the Maryland Spay and Neuter Grants Program for Fiscal Year 2019 covering July 1, 2018 to June 30, 2019.

The end of FY19 marks the close of the fifth year of funding for the Spay and Neuter Grants Program. As of June 30, 2019, the program has funded 124 programs that have provided 51,677 spay and neuter surgeries for dogs and cats of low-income families as well as stray cats.

Data collected at shelters across the state suggest the program has been extremely effective. While the number of overall intakes to animal shelters has decreased by 1.3% from 2014 to 2018, the number of stray animal intakes has decreased by 12.1%. The most significant increase in intakes appears to be coming from animals that are transferred in from other organizations (up 108%) and from other intakes (up 59%). A possible explanation for these increases could be that organizations are getting less stray animals that need to be held before adoption, enabling shelters to find homes more quickly and freeing up cage space for more animals. When cages are available, organizations are better suited and willing to work together to find temporary placement for homeless animals until adoption. Another reason for these increases is the growing support for Trap Neuter Release (TNR) programs. Trap neuter released animals are reported as other intakes.

The total number of live release animals is up 22.1%. Live releases include adoptions (up 35%), animals returned to their owner (unchanged), transferred to other organizations (unchanged), and other live outcomes (up 252.2%, likely due to TNR efforts). This equates to an extra 10,667 lives saved across the state.

Of the non-live release animals, the number of animals that have died from injury or being too young to survive on their own and the number of animals that were euthanized at the request of the owner have been largely unchanged. However, the number of animals that have been euthanized due to the lack of space in shelters (the animals targeted by this program) has decreased by almost 49.7%.

GRANT PROPOSALS SELECTED

FY19 Funding Cycle:

For the FY19 funding cycle, the Maryland Department of Agriculture (MDA) received 40 applications with a combined request of \$1,416,840.01. The grant application period was from Jan. 2, 2018 to March 30, 2018. All grant applicants were carefully reviewed by the Spay and Neuter Advisory Board



and MDA through the rest of FY18 and into FY19. The board met on Aug. 2 and 3, 2018, and selected the following applications to recommend for funding. These recommendations were accepted by the Maryland Secretary of Agriculture on Aug. 7, 2018.

Ref #	Title	Applying Org	Target County or Counties	Amount Funded
401	The Lifesaver Spay/Neuter Program	HART for Animals Inc.	Garrett and Allegany	\$38,204.00
<p>This project will provide free spay/neuter to 425 pets of low income residents of two of the poorest counties in the state. This will also provide two canine and two feline spay packs (reusable surgical supplies) to help achieve the task.</p>				
402	Don't Pay to Spay	Caroline Humane Society	Caroline	\$20,535.00
<p>This project would provide free spay/neuter to 250 pets of low income county residents and educate this widespread target area through an aggressive direct mail campaign.</p>				

403	Cheap Fix Cat Clinic	Alley Cat Rescue	Prince George's	\$28,856.30
<p>This project will trap, and then spay/neuter 752 cats from known colonies in Brentwood, Mount Rainier, and Hyattsville. This project also funded 30 traps to accomplish this task. This project also includes an educational outreach initiative.</p>				
404	The Somerset Fix Continued	Humane Society Somerset Co/Rude Ranch	Somerset	\$30,050.00
<p>This project will provide spay/neuter to 525 pet cats in Somerset County. Somerset is one of the most impoverished counties in Maryland, and lacks local low cost veterinary services.</p>				
405	The Big Snip	Rude Ranch	Anne Arundel	\$42,873.36
<p>This project will provide free spay/neuter to 783 pets of low income residents in the Brooklyn Park area, one of the most economically depressed areas of the Anne Arundel County. This project will offer transportation assistance to pet owners in order to meet scheduled surgeries.</p>				



408	SPOT 2018-19 Canine Neuter Program	Southern Maryland Spay and Neuter Inc.	Calvert	\$5,040.00
This project will provide free neuter services to 42 pet dogs in Calvert County.				
409	Spay/Neuter Midshore - Year 4	Talbot Humane	Talbot and Dorchester	\$33,615.00
This project will provide free spay/neuter services to 385 pets of low-income residents in rural Talbot and Dorchester counties.				
410	Low Cost Spay/Neuter and Rabies Vaccinations for 135 Dogs and Cats	Humane Society of Washington Co	Washington	\$8,595.00
This project will provide free spay/neuter to 135 pets of low income residents in the zip code 21740, where the most calls for animal assistance originate.				
411	Spay and Neuter At Large and At Risk Pets	Anne Arundel Animal Control	Anne Arundel	\$15,900.00
This project will provide free spay/neuter to 200 pets of low income residents, especially targeting areas identified as sources for intake at the shelter.				
412	BARCS Community Cat Program	BARCS	Baltimore City	\$83,730.00
This project would alter 2,375 unowned cats in nine zip codes within the city. This project will also partially fund a TNR coordinator to work with the community.				
413	Take a Pawz, Fix Your Dawgz	Frederick County Humane Society	Frederick	\$21,120.00
This project would provide free spay/neuter to 201 pet dogs of low income residents in three zip codes that have been identified by Animal Control as areas of most need.				



414	Spay/Neuter- Feral Cats	Feral Cat Rescue Inc.	St Mary's	\$10,500.00
<p>This project would target 200 unowned cats in managed colonies in Lexington Park, California, Hollywood, Greater Mills, Leonardtown, and Mechanicsville in St Mary's County.</p>				
415	Baltimore Humane Society Spay/Neuter Program 2018	Baltimore Humane Society	Baltimore, Carroll and Harford Co.	\$29,300.00
<p>This project would provide free spay/neuter to 360 pets in targeted areas of Baltimore, Carroll, and Harford counties that have high surrender rates at county shelters.</p>				
416	Providing High-Quality Free Spay/Neuter Services for Low-Income Residents of Baltimore City	Maryland SPCA	Baltimore City	\$45,956.00
<p>This project would provide free spay/neuter to 1,034 pets of low income city residents in nine of the most impoverished zip codes in the city.</p>				
417	Cats in the Cracks on Maryland's Eastern Shore	Chesapeake Charities with Tomcat Solutions	Dorchester, Talbot and Caroline	\$10,000.00
<p>This project would provide free spay/neuter to 200 pet cats of low income residents in Dorchester, Talbot and Caroline counties. These low-income pet owners would be those who for reasons of transportation or available space, cannot get their pet cats fixed under the other MDA grants.</p>				
418	Trap Neuter Return Project (TNRP)	Baltimore County Dept. of Health	Baltimore	\$80,000.00



This complaint-driven project would fix 1,988 unowned cats in 11 Baltimore County zip codes identified as those with the most reporting/complaints about cat colonies.

419	Eastside Spay & Neuter Program III (ESNP III)	Baltimore County Dept. of Health	Baltimore	\$19,200.00
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This project would provide free spay/neuter to 480 pet cats and dogs to low income residents of five zip codes, specifically Dundalk, Sparrows Point, Middle River, Essex, Baltimore, and Rosedale in Baltimore County. These areas are all designated as low-income areas and identify as areas of high need.

420	Bowie Community Cats Initiative - Year 2	Bowie CLAW	Prince George's	\$9,468.96
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This project would fix 120 unowned cats in known colonies throughout Bowie and its borders.

421	Compassion for Community Cats Project 2019	Last Chance Animal Rescue	Charles	\$28,500.00
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This project would fix 570 unowned cats in 43 known colonies throughout the county.

422	Spay It Forward TNR Program	MCPAW	Montgomery	\$12,860.00
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This project would fix 225 unowned cats in 14 mapped colonies throughout the Silver Spring area in Montgomery County.

423	Free Spay/Neuter at HSCC	Humane Society of Charles County	Charles	\$13,101.00
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This project would provide free spay/neuter to 175 pets of residents in 17 zip codes in Charles County. These zip codes are the source for approximately 70% of intake at county shelters.

424	Project Meow	Chesapeake Feline Association	Cecil	\$26,781.95
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This project would fix 341 unowned cats in five zip codes in Cecil County, identified by Animal Control as sources for highest intake and complaint calls.

425	Snip S.N.A.P. (Spay/Neuter Action Project)	Snip Tuck Inc.	Dorchester	\$8,970.00
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This project would fix 240 unowned cats in mapped colonies throughout Dorchester County. These colonies are identified as hot spots for complaints and critical need.

426	Frederick County Fix for Ferals	Tip Me Frederick	Frederick	\$27,959.00
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This project would fix 540 unowned cats in the corridor from Walkersville and Woodsboro, and north to Thurmont and Emmitsburg. This area is the second largest source of shelter intake in the county. Project also includes several hot spots with managed colonies.

427	The Pawl Project(Prevent All Unwanted Litters)	Cecil County Animal Services	Cecil	\$22,886.76
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This project would provide free spay/neuter to 360 pets of low income residents in Elkton, North East, Perryville, and Cecilton. Outreach would be facilitated by various county social services departments.

428	Altered Reality...because the reality is there are not enough homes for all of them	Frederick County Animal Control	Frederick	\$17,950.00
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This project would provide free spay/neuter for 169 pets of low income residents in Brunswick, Frederick, Emmitsburg, Monrovia, and Adamston in Frederick County.

429	Prevent A Litter-Fix Your Critter	Worcester County Humane	Worcester	\$19,960.00
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This project would provide free spay/neuter to 292 pets of low income residents of Worcester County, where low cost clinics services are scarce.

430	Salisbury TNVR	Forgotten Cats	Wicomico	\$29,425.00
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This project would fix 734 unowned cats in mapped managed colonies in zip codes 21801 and 21804, around the Salisbury area.

431	St. Mary's Spay Neuter Your Pet (SNYP) Program	St Mary's Animal Welfare League	St Mary's	\$23,774.63
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This project would provide free spay/neuter to 357 pets of low income residents in Lexington Park, California, Leonardtown, Mechanicsville, and other areas of St. Mary's County.

432	Embedded Community Outreach in Baltimore City	Charm City Companions	Baltimore City	\$35,545.00
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This project would provide free spay/neuter to 425 pets of low income residents in five zip codes in East Baltimore City, McElderry Park, and surrounding areas.

433	Spay and Neuter Sunshine's Friends	Sunshine's Friends	Baltimore, Howard, and Anne Arundel	\$19,112.64
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This project would provide free spay/neuter to 260 pets of low income residents in Jessup, Elkridge, Arbutus, Curtis Bay, and Odenton in Baltimore, Anne Arundel, and Howard counties..

434	Don't have a litter, we'll fix your critter / Pagaremos por castrar su gato o perro	Animal Welfare League Queen Anne's Co	Queen Anne's	\$10,417.50
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This project would provide free spay/neuter to 135 pets of low income residents in seven zip codes identified as predominantly low income. This project also provides education materials in English and Spanish.

436	Free and Low-Cost Spay/Neuter for Prince George's County Pets	SPCA PG CO	Prince George's	\$28,015.00
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This project would provide free spay/neuter to 359 pets of low income residents in 10 communities in Prince George's County identified by the county as those in economic need. This project includes an aggressive outreach effort.

437	Spay and Neuter Sunshine's Feral Friends	Sunshine Friends	Howard, Anne Arundel and Baltimore	\$9,104.96
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This project would fix 175 unowned cats in colonies in Jessup, Odenton, Elkridge, and Curtis Bay within Howard, Baltimore, and Anne Arundel counties.

438	Maintenance of Laurel's Free-Roaming Cat Population Decline	Laurel Cats	Prince George's, Howard and Anne Arundel	\$12,760.00
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This project would fix 232 unowned cats in the city of Laurel, which occupies space in three counties: Prince George's, Howard, and Anne Arundel. This project targets previously fixed colonies to trap and fix any remaining unfixed colony cats and newcomers.

439	Targeted Free Spay/Neuter for Low-Income Cat Owners in Rt. 40 Corridor	Best Friends Harford Co	Harford	\$12,800.00
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This project would provide free spay/neuter to 232 pet cats of low income residents in Havre De Grace, Aberdeen, and Edgewood in Harford County.

Accomplishments for FY17 Funding Cycle Projects through FY19:

- By June 30, 2019, all 26 of the FY17 projects were successfully completed.
- Of the 26 completed projects, 20 projects (77% of the total projects) either met their target number of surgeries or exceeded their targets, and five projects came within 90% of their original target; and only one project was unable to complete and returned the remaining funding.
- As of the close of FY19, 13,654 spay/neuter procedures were completed, exceeding the expected total by 6%.

Accomplishments for FY18 Funding Cycle Projects through FY19:

- 27 of the 28 approved projects¹ were launched.
- 25 of the 28 initiated projects have been completed.
- Of the 25 completed projects, 20 projects (80% of the total projects) either met their target number of surgeries or exceeded their targets, two project came within 90% of their original target, one project reached 85% of their target number of surgeries, two of the completed projects were forced to end early due to staffing changes (management or veterinarian) and have returned the remaining funding to the program to be redistributed in future grant cycles.
- Of the three remaining active projects, two projects have extended the grant period due to veterinary staffing complications, and one project changed their physical location and will be returning the remaining funding in early FY20.
- As of the close of FY19, 14,232 of 14,373 proposed spay/neuter surgeries (99%) have been completed.

Accomplishments for FY19 Funding Cycle Projects through FY19:

- 35 of the 36 approved projects have launched.
- Two of the 35 launched projects have completed significantly early, one within the first three months, and the other within the first six months.
- As of the close of FY19, 10,391 of the 16,364 proposed spay/neuter surgeries (63.5%) have been completed.

Goals for FY20:

- Solicit applications for FY21 funding in January 2020.

¹ The approved application to the Caroline County Humane Society (CCHS) for \$37,357.00 was ultimately rescinded by mutual consent between MDA and the grantee. A change in management occurred just after the application's approval. The CCHS decided to focus on their active FY17 project to become acquainted with the MDA grant requirements, not accept the FY18 award, and instead reapply in FY19. The funds earmarked for this FY18 award were added back into the program budget for allocation to FY19 projects.



- Make every effort to complete the review and approval process of the FY20 applications before the end of FY20.

***NUMBER OF SPAY AND NEUTER PROCEDURES PERFORMED UNDER EACH
GRANT TO DATE***

The list below gives the number of procedures completed by the grant recipients at the close of the fiscal year by projects funded in all funding cycles FY15 through FY19. Those projects shown in **BOLD** were still active at the close of FY19.

Fiscal Year and Project #	Grant Recipient	Procedures Completed as of FY19
FY15-004	Rude Ranch/Spay Spa Neuter Nook	471
FY15-010	Caroline County Humane Society	302
FY15-012	Baltimore Humane Society	407
FY15-013	HART for Animals	764
FY15-016	Laurel Cats Inc.	312
FY15-018	BARCS /MD SPCA	1,000
FY15-025	Humane Society of Charles Co.	192
FY15-32	SPCA/Humane Society of Prince George's Co.	178
FY15-034	Prince George's Co. MD-Animal Services	365
FY15-037	City of Greenbelt	383
FY15-039	ReLove Animals Inc.	118
FY15-045	Humane Society of Wicomico Co.	312
FY15-048	Talbot Humane	88
FY15-050	Charm City Companions	241
FY16-101	Rude Ranch/Spay Spa Neuter Nook	248
FY16-102	Humane Society of Somerset Co.	656
FY16-103	Humane Society Charles Co.	378
FY16-104	HART for Animals	409
FY16-106	Caroline County Humane Society	342
FY16-107	Talbot Humane	703
FY16-108	Animal Welfare League of Queen Anne's Co.	143
FY16-109	Animal Welfare League Montgomery Co.	72
FY16-111	Tip Me Frederick	600



FY16-113	Baltimore Co. Dept. of Health-Animal Services	1,116
FY16-117	Last Chance Animal Rescue	500
FY16-118	Allegany Co. Animal Shelter	119
FY16-119	Chesapeake Feline Association	357
FY16-121	MCPAW	363
FY16-122	Maryland SPCA/BARCS	1,250
FY16-125	Sunshine's Friends Cat and Dog Rescue	118
FY16-126	Snip Tuck Inc.	455
FY16-127	Charm City Companions	274
FY16-128	Sunshine's Friends Cat and Dog Rescue	164
FY17-201	Humane So Somerset Co/Rude Ranch	750
FY17-202	BARCS	3,000
FY17-203	Frederick Co AC	315
FY17-205	Baltimore Co Dept. Health	1,084
FY17-206	MCPAW	552
FY17-207	HART For Animals	510
FY17-208	Stepping Stone Animal Society	275
FY17-209	Humane So. Kent Co	210
FY17-210	Anne Arundel Co AC	151
FY17-213	Alley Cat Rescue	487
FY17-214	Feral Cat Rescue	303
FY17-215	Last Chance Animal Rescue	408
FY17-217	Charm City Companions	409
FY17-219	Humane So Charles Co	329
FY17-220	Tip Me Frederick	562
FY17-221	Caroline Co Humane So	685
FY17-224	Laurel Cats Inc.	192
FY17-225	SPCA Anne Arundel Co	137
FY17-226	Talbot Humane	612
FY17-227	Chesapeake Feline Association	662
FY17-229	Humane So. Carroll Co	100
FY17-230	Prince George's Co MD	388
FY17-232	MDSPCA	1,299
FY17-234	Sunshine's Friends	103
FY17-235	Sunshine's Friends	131
FY18-301	Humane Society of Washington Co.	324
FY18-302	Humane Society of Wicomico Co.	328
FY18-305	Baltimore Co. Dept. of Health-Animal Services	1,284
FY18-307	Laurel Cats Inc.	265
FY18-308	BARCS	2,500



FY18-309	Prince George's Co. MD- Animal Services	312
FY18-311	HART for Animals-Pet	503
FY18-312	Humane Society of Somerset Co/Rude Ranch	632
FY18-314	Bowie CLAW	245
FY18-315	Chesapeake Feline Association	645
FY18-316	Baltimore Humane Society	320
FY18-317	Cecil Co. Dept. of Animal Control	593
FY18-318	Talbot Humane	736
FY18-319	MD SPCA	1,020
FY18-320	Tip Me Frederick	660
FY18-322	Last Chance Animal Rescue	602
FY18-323	Anne Arundel Co. Dept. of Animal Control	316
FY18-324	Humane Society of Kent Co.	90
FY18-326	Humane Society Charles Co.	333
FY18-327	Humane Society Charles Co.	105
FY18-328	Chesapeake Charities/Tomcat Solutions	100
FY18-330	Best Friends in Harford Co.	341
FY18-332	Charm City Companions	457
FY18-333	Sunshine's Friends Cat and Dog Rescue	130
FY18-334	Sunshine's Friends Cat and Dog Rescue	156
FY18-335	Frederick Co. Dept. of Animal Control	217
FY18-336	SPCA Humane Society of Prince George's Co.	514
FY18-337	St Mary's Co. Animal Welfare League	504
FY19-401	HART for Animals Inc.	294
FY19-402	Caroline Humane Society	191
FY19-403	Alley Cat Rescue	673
FY19-404	Humane Society Somerset Co/Rude Ranch	432
FY19-405	Rude Ranch	567
FY19-408	Southern Maryland Spay and Neuter Inc.	27
FY19-409	Talbot Humane	339
FY19-410	Humane Society of Washington Co	138
FY19-411	Anne Arundel Animal Control	20
FY19-412	BARCS	1480
FY19-413	Frederick County Humane Society	109
FY19-414	Feral Cat Rescue Inc.	120
FY19-415	Baltimore Humane Society	260
FY19-416	Maryland SPCA	327
FY19-417	Chesapeake Charities with Tomcat Solutions	202
FY19-418	Baltimore County Dept. of Health (FERAL)	456
FY19-419	Baltimore County Dept. of Health (PET)	482
FY19-420	Bowie CLAW	132



FY19-421	Last Chance Animal Rescue	277
FY19-422	MCPAW	120
FY19-423	Humane Society of Charles County	0
FY19-424	Chesapeake Feline Association	731
FY19-425	Snip Tuck	240
FY19-426	Tip Me Frederick	344
FY19-427	Cecil County Animal Services	334
FY19-428	Frederick County Animal Control	89
FY19-429	Worcester County Humane	99
FY19-430	Forgotten Cats	583
FY19-431	St Mary's Animal Welfare League	270
FY19-432	Charm City Companions	0
FY19-433	Sunshine's Friends (PETS)	269
FY19-434	Animal Welfare League Queen Anne's Co (PET)	57
FY19-436	SPCA PG CO	236
FY19-437	Sunshine Friends (FERAL)	180
FY19-438	Laurel Cats	189
FY19-439	Best Friends Harford Co (PET)	124
Total Program		51,677

Accomplishments by Funding Cycle as of the Close of FY19:

- The cumulative target number of surgeries proposed by funded projects from all five funding cycles thus far is 56,585 procedures. As of the end of the fiscal year, 51,677 or 91.3% of the total target number of surgeries were completed.
- Of the FY15, FY16, and FY17 cycles (those where all projects are considered complete), FY15 cycle resulted in 5,133 procedures out of the 5,340 cumulative target procedures (96.1%), FY16 resulted in 8,267 procedures out of the 8,281 cumulative target procedures (99.8%), and FY17 resulted in 13,654 procedures out of the 12,863 cumulative target procedures (106.15%).
- Of the two funding cycles still with active projects at the close of the fiscal year, FY18 cycle projects have completed 14,232 surgeries (102.07% of the 13,944 procedures targeted) with three projects still to be completed in the coming fiscal year, and the FY19 cycle has thus far completed 10,391 of the proposed 16,364 procedures (or 63.5% of the target) with 34 projects still active at the close of the fiscal year.

Goals for FY20:

- Close out the three remaining active projects in the FY18 cycle.
- Continue successfully managing the FY19 projects cycle.
- Fund as many projects as possible from the pool of FY20 cycle applications under review in July 2019.



- Provide oversight for all projects to ensure funds are dispersed to grantee as per each project schedule, that all reports and related project obligations are met, and to offer assistance and guidance to all project managers to help them reach or exceed their goals.

PUBLIC EDUCATION AND OUTREACH

The following summarizes the outreach efforts put forth with regards to the Spay and Neuter Program during the fiscal year.

Accomplishments for FY19:

- The Spay and Neuter Advisory Board met one time during FY19 to discuss funding for FY19 projects. On July 19, 2018, a meeting was advertised on the MDA website two weeks prior to the meeting date and distributed to the media by the MDA's Public Information Office. Attendees from the general public were welcomed and given the opportunity to comment on the issues discussed, ask questions, or bring up new issues (See ADVISORY BOARD section to follow).
- Program announcements were made on the department's website, on MDA's social media accounts (Twitter and Facebook), through email blasts from the program's extensive listserv, and on the program webpage. Announcements were made when new reports and information were posted.
- The program webpage is located on the department's website and is the main repository for all documents, materials, and information relating to the Spay and Neuter Grants Program. The program coordinator updated this webpage with additional information and materials. In addition, other helpful materials and information were added to the webpage to benefit grantees and the general public. There were 16,769 visits to the Spay and Neuter Program website in FY19.
- The program was advertised through the development and distribution of program giveaway materials: branded dog and cat toys, pet food lids, emergency signs, and cards. Additionally, items (temporary tattoos, bags, and soda can coolers) specifically designed for children were distributed. All branded items were carefully chosen to be sure they were useful and appealing to pet owners, but also durable so that the branded message on each item can have a long lifespan. These materials effectively and economically advertise both the program and the general concept of the need and benefits of spay and neutering cats and dogs to the general public. These materials were distributed during the Tides and Tunes Concert Series in July, Maryland State Fair in August/ September, Pop Up in the Park – Edgewood that was sponsored by Maryland's Best in October, a Pet Expo distributed by grantee Chesapeake Feline Association in January, Frederick County Dairy Farmers Meeting in February, and at other smaller meetings throughout the year.



- Each project funded performs outreach and education, not only about the services provided through their grants, but important general information about the need and benefits from the spay and neuter of pets and unowned cats and where to find help, additional information, and resources.

Goals for FY20:

- Continue to promote the program through all media available.
- Explore the idea of a conference or grantee forum where applicants and potential applicants can share ideas, methods, and experiences.
- Look for new ideas and materials to promote the program to the public and potential applicants.
- Research possible cost effective advertising outlets and strategies for a possible state-wide awareness radio campaign that would be economical and effective.
- Explore the possibilities of a Share the Wisdom site on the webpage, where grantees can share their solutions to common problems.

ADVISORY BOARD

The Maryland Secretary of Agriculture appointed the seven-member Advisory Board on Nov. 7, 2013. The board was tasked to make recommendations on the program guidelines and regulations needed to implement the state's Spay and Neuter Fund and each cycle, make funding recommendations to the secretary.

Accomplishments for FY19:

- From the program start in 2013 and each year following, the goal of the Advisory Board and MDA has been to make each element of the program the best it could be. Each year materials were developed, updated and improved. Likewise, methods for reviewing and evaluating each application period were refined. In the past, this necessitated multiple meetings of the Advisory Board and MDA to discuss and develop improvements. In FY19, due to the announcement that the previous Program Coordinator Jane Mallory would be leaving the department, there were no meetings scheduled, other than the FY19 application review meeting. This was done to allow the program coordinator to prepare detailed guides for how to run all aspects of the program for the new coordinator.
- During March through June of FY19, the board carefully reviewed all 41 grant applications for FY20 funding. In anticipation of the formal review meeting to be held in July of FY20, each reviewer conducted their independent evaluations, and provided them to the program coordinator. These scores will be used to rank the 41 applications to facilitate the discussion and help the board formulate funding recommendations to be submitted to the secretary.

Goals for FY20:

- Continue to strive for efficiency in the program and the process.



- Schedule a meeting to evaluate and implement ideas provided by the board and the new Program Coordinator Nathaniel Boan.

DEVELOPMENT OF PROGRAM ELEMENTS AND MATERIALS

During FY18, with input from the board, the program coordinator developed and finalized the following program materials. All these materials are posted on the program webpage.

Accomplishments for FY19:

- Updated applications and guidelines (now referred to as instructions or requirements) specific to each application focus and posted online.
- Added Feral Cat Estimation Tool as a resource for grant applicants to use.
- Updated instructions for using the pet estimation tool.
- Posted Annual Report, Quarterly Survey Data Reports, and Final Reports form completed projects.
- Purchased and distributed promotional materials.

Goals for FY20:

- Improve if needed, all applications and guidance.
- Continue posting final reports from projects as completed, update program map, and update project list.
- Continue to explore and develop new tools for applicants and project managers.

FEE COLLECTION

The program is funded from annual fees levied on manufacturers of all dog and cat feed and treats registered with the Maryland State Chemist Office. The following lists the accomplishments in fee collection during this period. By law, the program must invoice registrants for the annual fee during the first week of October, and payments, whether made immediately or any time subsequent to the invoice date, are good only until the following October. The registrants are asked to review the invoice and product list on which the fee was calculated. They were instructed to delete any products no longer sold in Maryland or did not meet the definition of “cat or dog feed or treat” or add any new products that may have been missing from the list.

Accomplishments during FY19:

- The program coordinator generated and sent 354 invoices for Spay and Neuter Program fees to feed/treat manufacturers, based on product information from the State Chemist products registration database. Due to some errors in the State Chemist database, corrected invoices had to be sent in November in order to catch all qualified products. Each invoice was sent via first class U.S. mail and included an explanatory letter, a list of products on which the invoice



total was based, and instructions as to where to send the payment. The total number of products invoiced were 10,946.

- The program coordinator maintained a Program Fee Excel Spreadsheet that served as the main repository of fee remittance information. The coordinator maintained all paperwork pertaining to each paid invoice.
- The program coordinator sent second notices and third notices (certified to U.S. companies and registered to overseas companies) to delinquent accounts from 2018 invoicing.
- From the 2018-2019 invoicing cycle, of the invoices sent, a total of \$962,700.00 were collected as of June 30, 2019.
- Of the invoices sent, 51 invoices were cancelled because the companies were either out of business or no longer sold products in the state.
- As of the date of this report, 23 companies had not yet paid the invoiced fee.

Goals for FY2020:

- If unpaid, send remaining delinquent accounts to state collections.
- Update fee database as invoices are paid.
- Send out 2019-2020 invoices by the first week of October 2019.
- Continue to process and track fee payments (both new and delinquent) as they come in.

SURVEY

As stipulated in SB 820, *“beginning January 1, 2014, each county and municipal animal control shelter and each organization that contracts with a county or municipality for animal control shall report quarterly to the department on a form prescribed by the Department describing for the previous 3 months: (1) the number of cats and dogs taken in; (2) the number of cats and dogs disposed of, broken down by method of disposal, including euthanasia; and department describing for the previous 3 months.”* The following details what the program coordinator did during this reporting period to meet this requirement.

Accomplishments for FY19:

- The program coordinator sent survey data requests to the facilities that responded to the initial survey request sent in February 2014 (covering the October-December period of 2013) and those private organizations that either volunteered to participate or have subsequently received funding from the program, and must provide data as per the terms of the grant agreement. As of the date of this report 31 facilities report shelter data to the department. Of these facilities, 27 are county-run or county-funded, and four are private operations.
- One new county-run shelter, the Linda L. Kelley Animal Shelter in Calvert County, began reporting this year. This shelter separated from the Tri-County Animal Shelter in Southern Maryland.
- The program coordinator input all results into a spreadsheet database by organization.
- Data from the last two quarters of 2018 were analyzed by quarter and presented in separate quarterly reports. These final reports were posted on the program webpage. Data sheets for



the first and second quarter of 2019 were still being collected at the end of the fiscal year so reports for these quarters will be available in early FY20.

Goals for FY20:

- Complete and post the report for each quarter of data submitted in the last two quarters of FY19 and the first two quarters of FY20.
- Create a five-year trend analysis report to be posted on the Spay and Neuter Program website.