Rescue Requirements

Collin County Animal Services has recently approved a new rescue application and approval process for rescues assisting the shelter. In order for a rescue to qualify as a rescue partner with CCAS the below requirements must be met. Rescues meeting the below requirements will be able to rescue the animals at the shelter without paying an adoption fee. New and existing rescues will go through the below process.

Rescue Application Inquiry

The questions below will be sent to new rescues when they inquire about rescuing an animal from the shelter. In addition, we will gather the below information on rescues currently rescuing animals from the shelter at the time they submit a rescue request on an animal after (insert date).

- General rescue information (rescue's legal name, name of primary contact, phone, address, email, facebook, and website)
- Copy of the rescues 501(c)3, bylaws, adoption application, and adoption contract
- Name of Board Members and Titles
- List of people approved to pull animals from the shelter
- Description of how the animals are housed in their care (if with a boarding facility the name, phone number, and address of the boarding facility)
- Spay & Neuter, Vaccination and Microchip procedure description
- The name, phone number, and address of the veterinarian that cares for their animals and the length of time they have used the vet
- Description of their adoption return policy and procedure for handling returns
- Description of their euthanasia procedure (who decides and what reasons would they choose to euthanize)
- Description of their adoption outlets (i.e. events, petfinder, facebook, etc)
- Two animal rescue references

Rescue Application Qualifications and Disqualifications

General Rescue Information

The rescue must provide: the rescue's legal name, name of the primary contact, phone number, address, email, and either their facebook or website information

Legal documents

Copy of the rescues 501(c)3, bylaws, adoption application, and adoption contract must be provided. If these documents are not included the rescue will be disqualified.

501(c)3

Acceptable Statuses and Proof of Nonprofit

All documents should match the legal name provided. If the below documents do not match the legal name provided, the rescue will be disqualified.

- Approved 501(c)3 letter
- If the 501(c)3 has not yet been completed the following will be considered in it's place and re-evaluated in six months
    - Texas State Tax ID for a nonprofit organization with one of the following:
        - Letter from the IRS acknowledging receipt of the 501(c)3 application
        - Letter from the IRS stating that the 501(c)3 is pending approval

Bylaws

The Bylaws will be reviewed for acceptable standard practices, structural organization, and policies for rescue operations.

Adoption Application and Adoption Contract

The Adoption Application and Adoption Contract will be reviewed for the following items:

- Terms of the adoption
- Spay/neuter, microchip, and vaccination guarantee
- Adoption return policy
- Adopter requirements and the rescues adoption process

Name of Board Members and Titles

The rescue will be asked to provide a list of the current board members and the positions each of the board members hold. This will help us evaluate the organization of the rescue.

List of Approved People

The rescue will provide a list of individuals able to pull animals from the shelter. This information will be documented in the system and the shelter will only allow these predetermined people to rescue animals from the shelter. If a person is not on this list, the shelter will need to be notified of the exception prior to the animal being released to the rescue.

Animal Housing and Care

The rescue will provide a brief description of how the animals are housed in their care. How many animals are allowed in each of their foster homes, if they utilize boarding facilities, and how many animals they have in their care. If they are paying boarding facilities we will want to know the name of the boarding facilities they use, number of animals in boarding facilities, and the contact information and addresses for the boarding facilities. Excessive numbers of animals in boarding facilities compared to the size of the organization or bad relationships with those facilities will disqualify them from rescuing the animals.

Vetting

The rescues will be required to have all animals spayed/neutered, microchipped/tattooed, and vaccinated prior to adoption. The rescue will submit their policy on spay/neuter, microchipping and vaccinations. All animals are required to be spayed/neutered within 30 days from rescuing the animal from the shelter. Animals with severe medical conditions or the animal is not old enough for spay/neuter within 30 days will be provided an exception.

The rescue will provide their veterinarian's name, address, phone number, and length of time they have use their services as a reference.

Adoption Returns

The rescue will provide a description of their adoption return procedures and how they are able to handle adoption returns back into their program. Rescues that do not require adopters to return animals to them or do not have the capability of managing adoption returns will be disqualified. This includes an animal that is at a shelter that they previously rescued. Rescues must be able to retrieve the animal from the shelter within 48 hours.

Animal Euthanasia

The rescue will provide a description of their euthanasia procedures. They will need to include who makes the decision and what circumstances would require them to euthanize an animal. Rescues that do not have a procedure, do not have more than one person making the decision, or rescues who euthanizes for reasons other than severe illness or aggression will be disqualified.

Adoption Outlets

The rescue will provide a description of their adoption outlets. Rescues that do not have regular adoption events, online animal listings, and/or partnerships for adoption programs will be disqualified.

References

The rescue will provide two references in the animal rescue community. This can include animal shelters, other rescues, or anyone in the animal rescue community outside of their organization. They should include the person's name, the organization they are with, and their phone number.

Disqualifying Rescues

Rescues who do not meet the above requirements will be told they are unable to rescue the animal at this time. At any time the rescue can resubmit their application to be reconsidered. The rescue will be placed on the DNR/DNA list until further information is provided.

Existing Rescue Relationships

At any time a rescue's application can be reviewed and additional information can be requested. Below are some, but not limited to, reasons an application may be reviewed:

- A rescue does not reclaim an animal that has returned to the shelter as a stray or that is surrendered
- The rescue is found to not meet their city housing requirements
- The rescue does not meet the commitments they have agreed to (i.e. they have placed a rescue request on an animal and fail to pick up the animal within the predetermined time)
- The rescue is under investigation for criminal acts
- The rescue is not allowing adopters to return animals to them when the adoption does not work out
- The rescue euthanizes an animal that was not aggressive or did not have a severe illness
- The rescue loses their nonprofit status
- The rescue adopts out an animal that is not spayed/neutered, microchipped/tattooed, or vaccinated
- The rescue has complaints from the public against their practices to the local animal shelter
- The rescue does not follow the policies and procedures at the shelter
- The rescue interferes with shelter operations, causes unnecessary distractions at the shelter, or causes a hardship on the shelter with their behavior or practices

The rescue will be put on suspension while the shelter reviews their information and their status will either be disqualified or reinstated pending the outcome of the decision made by the shelter.