



**BOARD OF SUPERVISORS AGENDA ITEM REPORT**  
**CONTRACTS / AWARDS / GRANTS**

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: June 9, 2020

\* = Mandatory, information must be provided

or Procurement Director Award ☐

**\*Contractor/Vendor Name/Grantor (DBA):**

Petco Foundation

**\*Project Title/Description:**

Petco Foundation Disaster Relief (COVID 19) Grant

**\*Purpose:**

To provide funds to Pima Animal Care Center to continue lifesaving activities during the covid pandemic.

**\*Procurement Method:**

**\*Program Goals/Predicted Outcomes:**

To underwrite programs and initiatives to keep pets with their owners and to support an expanded foster caregiver network.

**\*Public Benefit:**

Reduces the cost of animal welfare for the residents of Pima County.

**\*Metrics Available to Measure Performance:**

Reduction in numbers of animals coming into PACC relative to numbers of animals taken into the shelter during comparable periods in the past.

**\*Retroactive:**

No

G.M.I. approved 6/4/20 *[Signature]*

Revised 9/2019

**Contract / Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_  
Effective Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Prior Contract Number (Synergen/CMS): \_\_\_\_\_  
☐ Expense Amount: \$\* \_\_\_\_\_ ☐ Revenue Amount: \$ \_\_\_\_\_

**\*Funding Source(s) required:**

Funding from General Fund? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? \_\_\_\_\_

Were insurance or indemnity clauses modified? ☐ Yes ☐ No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No

If Yes, attach the required form per Administrative Procedure 22-10.

**Amendment / Revised Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_  
Amendment No.: \_\_\_\_\_ AMS Version No.: \_\_\_\_\_  
Effective Date: \_\_\_\_\_ New Termination Date: \_\_\_\_\_  
Prior Contract No. (Synergen/CMS): \_\_\_\_\_  
☐ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ \_\_\_\_\_

Is there revenue included? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_

**\*Funding Source(s) required:**

Funding from General Fund? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

**Grant/Amendment Information** (for grants acceptance and awards) ☒ Award ☐ Amendment

Document Type: GTAW Department Code: PAC Grant Number (i.e., 15-123): 20\*123  
Effective Date: July 21, 2020 Termination Date: July 20, 2021 Amendment Number: \_\_\_\_\_  
☒ Match Amount: \$ 25,000 ☒ Revenue Amount: \$ 25,000

**\*All Funding Source(s) required:** Petco Foundation

**\*Match funding from General Fund?** ☐ Yes ☒ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

**\*Match funding from other sources?** ☒ Yes ☐ No If Yes \$ 25,000 % 100

**\*Funding Source:** Friends of Pima Animal Care Center

**\*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?** \_\_\_\_\_

Contact: Kristen Hassen-Auerbach

Department: Pima Animal Care Center

Telephone: 520-247-7991

Department Director Signature/Date:  5/28/20

Deputy County Administrator Signature/Date: \_\_\_\_\_

County Administrator Signature/Date:  June 2020 6/1/2020  
(Required for Board Agenda/Addendum Items)

**From:** [foundationpartners@petcofoundation.org](mailto:foundationpartners@petcofoundation.org) <[do-not-reply.grants07-us-east-1@fluxx.io](mailto:do-not-reply.grants07-us-east-1@fluxx.io)>

**Sent:** Tuesday, May 12, 2020 3:06 PM

**To:** Kristen Hassen <[Kristen.Hassen@pima.gov](mailto:Kristen.Hassen@pima.gov)>

**Subject:** Congratulations: Petco Foundation Application Approved

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This message and sender come from outside Pima County. If you did not expect this message, proceed with caution. Verify the sender's identity before performing any action, such as clicking on a link or opening an attachment.

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Congratulations Pima Animal Care Center!

Re: Your Disaster Relief request (ID number G-2004-16210)

As announced in our webinar today, your organization has been approved to receive a COVID-19 relief matching grant award. Please see detailed information below and actions needed to receive your organization's funds.

**The Petco Foundation is thrilled to support the lifesaving work you do by granting your organization the amount of \$25,000.00.** These funds are designated for lifesaving purposes. As long as your use of funds stays focused on lifesaving objectives, you do not need to seek specific approval for each expenditure that deviates from the project description provided in the application. We trust that you will utilize these funds in the best manner possible to achieve the greatest return for your organization and community.

**To receive funding you are required to complete a grant follow up report by July 7<sup>th</sup>** advising us that you have met the matching amount along with other details such as the total number of donors who participated, the amount raised and a sample of your matching campaign promotional assets. Funds will be paid out 2-4 weeks after you submit the grant report. *Please note that if you are an animal welfare organization, you are required to complete an **Annual Partnership Report** in the first quarter of each year to be eligible to apply for grants and partner with Petco stores for adoptions/events.*

**Grant Report:** The **COVID-19 Match Report** may be found on our **Partner Portal** under **REPORTS>Reports Due**. Please select “**Edit**” in the upper right-hand corner to begin. Once complete, please select “**Save**” and then “**Submit**”.

## **RECOGNITION OF YOUR AWARD:**

To support your organization as you celebrate the grant award and raise funds towards the match, we've created a [Matching Grant Toolkit](#). Please download and use this toolkit – which includes our logo in various formats, sample social media graphics, email copy/graphics and a sample press release – to spread the word to your supporters and community, and raise funds to double your investment. Please note that press releases require advance approval. Requests for press releases approval or assistance with the toolkit should be sent to [foundationmedia@petcofoundation.org](mailto:foundationmedia@petcofoundation.org).

## **MUNICIPAL ORGANIZATIONS:**

Municipalities are reminded that, per the certification you agreed to during the application process, funds donated shall not supplant or replace existing government funding, may not be appropriated to the general funds of the municipality, but rather must be utilized and become an

additional part of the funding of the animal control sheltering department.

Webinar link below. Password: **savepetlives2020!**

[https://petco.zoom.us/rec/share/xepbDKioxkBLGNLD2nPaapYMFIPeT6a823Ifq\\_Zcy0cuiYlHvH18VjG8Jec6lhv9](https://petco.zoom.us/rec/share/xepbDKioxkBLGNLD2nPaapYMFIPeT6a823Ifq_Zcy0cuiYlHvH18VjG8Jec6lhv9)

Questions may be referred to: [maryann.magana@petcofoundation.org](mailto:maryann.magana@petcofoundation.org).

**Thank you for all you do for animals! We look forward to hearing about the amazing lifesaving work you are able to accomplish with this investment.**

Sincerely,  
The Petco Foundation Team  
[foundationpartners@petcofoundation.org](mailto:foundationpartners@petcofoundation.org)

The Petco Foundation is a 501(c)(3) nonprofit, tax exempt corporation. Tax I.D. 33-0845930