Guidelines: Tax Checkoff Grants  
(For spay/neuter of pets owned by individuals )

Background

The Colorado Pet Overpopulation Fund (CPOF) is a specific charitable fund established in 2001 by the Colorado State Legislature. CPOF exists to work with animal care and control organizations (including pet rescues), veterinarians and local communities to curb pet overpopulation in Colorado and to educate the public about the importance of controlling pet overpopulation.

The Fund has two primary revenue sources: (1) taxpayer donations to the Pet Overpopulation Fund check-off on the state income tax form and (2) proceeds from the sale of Adopt-a-Shelter-Pet license plates. Check-off funds are used primarily for spay/neuter of dogs and cats with owners. License plate funds are dedicated to spay/neuter and veterinary medical care costs of pet animals in the custody of animal care and control agencies. Both the check-off and license plate grant programs support overpopulation education initiatives.

CPOF is administered by an eight-person board of directors appointed by the Commissioner of Agriculture.

Checkoff Grants

At this time, CPOF tax checkoff funds are only available for the spay/neuter surgery of pet animals owned by individuals. Tax checkoff funds may not be used for unowned animals such as those awaiting adoption at a shelter.

CPOF encourages funding from multiple sources for each procedure. Examples of these funding sources include the collaborating organizations, participating veterinarians, the animal owner, and community support (such as individual donations, corporate giving, and foundation grants). Grant requests that clearly identify commitments of support from multiple funding sources will be favored during application review; the support may come in the form of cash or in-kind services in the case of veterinary discounts and/or grant administration. For instance, the local animal welfare agency would contribute a percentage of the cost of a surgery, the veterinarian would discount the cost of service by a percentage, and the owner would be asked to contribute another portion by either purchasing a voucher or making a co-payment to the veterinarian at the time the surgery is performed.

When a CPOF grant is awarded, the grantee must submit reimbursement requests monthly using the CPOF reimbursement form (provided with the grant award letter) to itemize the funding sources for each procedure and provide the retail value of the veterinary services performed.

Please ensure that your requests for reimbursement of spay and neuter surgery expenses do NOT include laboratory tests, immunizations, and unforeseen surgical complications (e.g., pet animals that were pregnant or had medical conditions). The Board recognizes that it can be difficult to anticipate atypical conditions such as pregnancies, pyometras, or other anatomic irregularities prior to performing surgery. Performing these types of medical services to improve animal health is laudatory, but not within the purview of the CPOF mission which is to control pet overpopulation through sterilization and education. To abide by its mission, minimize potential misunderstandings, and avoid the need to make reimbursement decisions that may be perceived as arbitrary, CPOF will only reimburse the base fee for spay/neuter procedures as identified in the grant application.
Application Requirements

The application must propose an activity compatible with the CPOF’s mission, i.e., programs that both promote and subsidize spay/neuter surgeries for the pets owned by income-qualified residents in underserved Colorado communities.

Grant applicants must represent one of the following entities:

- Government entity with animal care or control function.
- Local, not-for-profit humane organization working within the community to assist pets.
- Colorado-licensed veterinarian, who owns, operates or is employed in a private veterinary practice in Colorado. Veterinarians who participate are expected to support the program by discounting services that are subsidized by CPOF and reporting the dollar value of that discount on the CPOF reimbursement form.

Incomplete or late applications will not be considered for funding.

Grant Awards

All grantees will be required to sign a grant agreement. Grant funds will be distributed after the spay/neuter surgery has been performed and after CPOF is invoiced on the reimbursement form provided. Reimbursement requests must be submitted monthly. Grant funds must be expended and final reimbursement requests must be received by the date indicated in the grant agreement. Any remaining balance will be retained by CPOF. There may be, at the discretion of the Board, exceptions made for education and awareness grants.