

**PURINA PARENT CLUB PARTNERSHIP PROGRAM (PPCPP)
BOD GUIDELINES**

(Approved by ASDCA BOD 11/10/2011)

BOD Objective/Purpose:

To expedite and facilitate the use of PPCPP funds for the benefit of the Anatolian Shepherd Dog (ASD). These funds, per the requirements of the PPCPP, can only be disbursed FOR HEALTH, EDUCATION and/or RESCUE efforts.

PPCPP BOD Committee Membership:

Three BOD Officers and or Directors will comprise the inter BOD committee. One BOD member will serve as the Chairperson and one member will be the Treasurer (the Chairperson and Treasurer can be the same individual). If a BOD Officer or Director is a member of a committee or organization that is a potential recipient of PPCPP funds, those individuals will not serve on the PPCPP committee due to the potential conflict of interest. Examples of committees and organizations are: Judge's Education Committee, Public Education committee and Anatolian Shepherd Dog Rescue League.

ASDCA BOD Responsibilities:

Approve the establishment of a separate PPCPP earmark in which PPCPP funds are placed.

Review decisions of PPCPP BOD Committee and approve or deny the proposal recommendations.

If the BOD does not approve the PPCPP BOD Committee recommendation, a timeframe for resubmitting the recommendations for approval, and an outline of necessary corrections/ modifications to meet BOD approval will be provided to the submitter. If resolution can't be reached by June 30th, an amended proposal may be resubmitted the following funding period.

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PPCPP BOD Committee Duties:

Review and approve the granting of PPCPP funds. Monies are available to any ASDCA BOD or Club member in good standing that is working on a project involving education, health and/or rescue pertaining to the ASD.

Prepare and submit annually an article to the Anatolian Times regarding the PPCPP for the ASDCA membership. Included within that article shall be information explaining the PPCPP, the time frame for submission of PPCPP proposals, and any other information deemed appropriate by the PPCPP BOD. This could include success stories on where the funds were used to benefit Rescue (paying for the spaying or neutering of a rescued ASD); Education (paying the cost for ASDCA educational Banners depicting ASD's in a working environment with livestock) and/or Health. The PPCPP article must be submitted to the Anatolian Times Editor by the cutoff date for the Volume III issue.

Review all grant proposals. If required information is lacking or the grant request contains deficiencies that cannot be approved as submitted, the BOD will request clarifications from the submitter in an attempt to correct deficiencies or inconsistencies. If the deficiencies cannot be corrected within the required timeframes, the proposal may be resubmitted the following funding period.

PPCPP BOD committee members must review proposal submissions and make funding recommendations annually to the ASDCA BOD between March 16 and April 15.

Once the PPCPP BOD determines a proposal meets the criteria established by the PPCPP guidelines, grant approval or disapproval will be based on a majority vote for each proposal. Two of the three BOD members must approve a proposal in order to forward the request to the BOD as an approved proposal.

Recommend to the ASDCA BOD their decisions regarding distribution of funds for the 2nd BOD meeting of the year.

Notify grant submitters on funding approval or disapproval.

Provide the ASDCA Secretary a copy of the proposal for the upcoming BOD meeting.

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The PPCPP BOD Chairperson shall notify proposal submitters no later than June 30th of funding request approval or disapproval.

PPCPP Funding:

The PPCPP funds will be allocated equally between Health, Education, and Rescue efforts. If the funds from one of the three categories are not used during the authorized period, the funds will be returned to the PPCPP fund.

The PPCPP BOD committee will be notified annually by the ASDCA Treasurer on the amount of PPCPP funds available for that funding period.

The PPCPP BOD committee can only allocate funds up to that available earmarked amount. The amount consists of the PPCPP monies received from Purina the previous year, earmarked funds not allocated the previous year, and allocated funds not claimed by the June 30th deadline.

Grant monies are received annually from Purina on about April 30th. These monies are set aside in the ASDCA PPCPP earmark fund, and are available for use the following funding period.

PPCPP Grant Process:

PPCPP funds may be requested and used only for the benefit of ASDs as it pertains to Health, Education and/or Rescue efforts (see attachment #2 for examples of uses for PPCPP funds).

PPCPP grant proposals shall be submitted to the ASDCA BOD PPCPP Committee Chairperson.

Any ASDCA Club member may submit a grant proposal (see attachment #1 for example of a completed proposal). PPCPP grant proposals submitted from a committee must be submitted via the committee Chairperson.

Submitted proposals must include the following information:

Purpose for use of funds. What will the funds be used for; be specific.

Amount of funds needed. Be specific to dollar amount requested.

Goal: Be specific on how these funds will help the Anatolian Shepherd Dog.

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Date that funds are needed. What date do you anticipate the funds will need to be dispersed.

The PPCPP grant timeline is an 18 month process:

January 1 - March 15: Proposal submission. Proposals can be submitted annually during the period January 1 to March 15. They can be submitted electronically and must be received no later than March 15th of each year.

March 16 - April 15: BOD reviews proposals and makes recommendations to ASDCA Board of Directors

April 16 – June 30: ASDCA BOD review of recommendations, clarification of proposals if needed, notification to submitter of funding approval or disapproval

July 1 – June 30 (the following year): Grant money for approved submissions must be used

On or about March 16th annually the PPCPP BOD Chairperson will notify the ASDCA Secretary of the number of PPCPP proposals submitted.

PPCPP BOD committee shall have 30 days to review the proposals, request any clarifications from the proposal's submitter, and make recommendations for approval or disapproval for each proposal to the ASDCA BOD by April 15th.

ASDCA BOD members shall review the proposals and forward any questions or requests for clarification as to why proposal approval or disapproval is being recommended to the PPCPP Chairperson. The Chairperson will review concerns and respond to the BOD prior to the 2nd BOD meeting of the year. This meeting is held in early to mid May.

The ASDCA BOD approves or disapproves recommendations of PPCPP BOD at the second BOD meeting of the year.

Any approval/disapproval differences that may exist between the PPCPP Committee and ASDCA BOD will be resolved during the May ASDCA BOD meeting.

The PPCPP BOD Chairperson shall notify proposal submitters no later than June 30th of funding request approval or disapproval.

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Submitters of approved PPCPP grants must use the grant money for the purpose specified in the proposal between July 1st and June 30th (the following year).

If approved funds are not spent by June 30th, the use of these funds will be lost to the submitter for that funding period. These monies will be returned to the ASDCA PPCPP earmark fund. The submitter may reapply following the above mentioned timeline.

PPCPP Grant Recipient Responsibilities:

To claim funds for approved PPCPP grants prior to work completion, an estimate from the company providing the service(s), including the expected completion date of service(s), must be provided to the ASDCA Treasurer. A copy of the PPCPP proposal and a completed ASDCA Request for Reimbursement form (contact Treasurer for form) must accompany the funds request or it will be returned to the submitter. Payment by check will be made payable to the company providing the service. No ASDCA checks will be made payable to ASDCA members for work not completed. For any check provided from an estimate, a paid receipt, dated prior to the funds deadline (June 30th of the following year), must be provided to the ASDCA Treasurer upon work completion.

If a grant recipient chooses to pay for the approved PPCPP grant out of their own pocket and then ask for reimbursement, a paid receipt dated prior to the funds deadline (June 30th of the following year), must be sent to the ASDCA Treasurer before reimbursement to the grant submitter is made. A copy of the PPCPP proposal and a completed ASDCA Request for Reimbursement form (contact Treasurer for form) must accompany the funds request or it will be returned to the submitter.

ASDCA Treasurer Responsibilities:

The ASDCA Treasurer will maintain a separate PPCPP earmark in which PPCPP funds are placed.

PPCPP funds will be dispersed equally between Health, Education and Rescue.

Upon BOD approval of the PPCPP grant proposal, the ASDCA Treasurer is authorized to release PPCPP funds up to the amount of the grant, when required work documentation/receipts() is received from the grant submitter.

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The ASDCA Treasurer will inform the PPCPP BOD Chairperson by January 1st annually of the amount contained in the PPCPP earmark fund. That amount consists of the PPCPP funds received from Purina the previous year, the funds not allocated the prior year and allocated funds not claimed by the June 30th deadline.

Review receipts submitted by the grant recipient to ensure PPCPP funds were properly utilized in accordance with the approved grant proposal. Any concerns identified regarding the expenditures will be forwarded to the BOD for review.

Budget: There are no funds necessary to run this BOD as long as PPCPP promotional advertisements in the Anatolian Times and on the website are free to the BOD.

Submission of Report(s): An annual report will be submitted to the Secretary 30 days prior to the Annual General Meeting by the PPCPP Committee Chairperson.

Other, as needed:

Attachment (1): PPCPP Proposal Outline Format

Attachment (2): Examples of PPCPP Funding Uses

Attachment (3): Sample PPCPP Proposal

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PPCPP Proposal Outline Format

To aid you in completing a grant proposal, the following displays a proposal's four required elements - Purpose for use of funds, Amount of funds needed, Goal, and Date that funds are needed. The proposal should include the date. A completed proposal using these elements is attached.

Date of Proposal:

Dear ASDCA BOD,

Example of "Purpose of the Funds":

The Anatolian Shepherd Dog Rescue League Inc, as a fundraiser, is compiling, promoting and selling a working dog handbook. The spiral bound compilation of livestock guardian articles will be an educational tool for owners of working dogs that need advice and encouragement in raising their dogs with livestock, as well as an informational guide for the general LGD audience.

Example of "Goal":

As this project involves both education and rescue, the ASDRL is submitting a proposal requesting PPCPP funds as detailed below. The funds would be used to defray the booklet's printing costs and one-time shipping fee to Michigan. The handbook will be available for purchase at the Atlanta Nationals and through mail order. Advertising will be done through the Anatolian Times and the livestock guardian lists. All proceeds will go to the ASDRL to help neglected and abandoned Anatolian Shepherd Dogs find loving homes.

The ASDCA Board has given their support of the working dog handbook project, and their permission to include any working articles that have appeared in the Times, and/or working brochures/information available through the Club.

The working dog handbook proposal includes the following:

- 100 handbooks will be printed
- Each handbook will be 96 pages plus jacket totaling 100 pages
- Cover will be 65# ivory exact opaque

Attachment (1)

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- Inside pages will be 70# white cougar opaque
- Handbooks will be black spiral bound
- Handbooks will have the look and quality of the Anatolian Times

Example of “Amount of Funds Needed”:

The quoted estimate from Roto-Graphic Printing, Inc of Wausau, Wisconsin is \$550.00 for printing, taxes and a one-time shipment to Michigan.

Example of “Date of need for Funds”:

We are asking for PPCPP funds totaling \$550.00 to cover these costs. Funds are needed by August 15, 2008.

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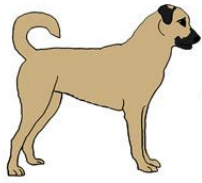
Examples of PPCPP Funding Uses

The following are examples provided by Purina of possible uses for PPCP funds. It is not an all inclusive list.

- Canine health research projects
- Educational outreach programs such as:
 - scholarships
 - library support
 - essay contests
 - youth programs
 - conservation education programs
 - art contests
 - reading programs
 - judge's education seminars
 - breed specific educational materials such as illustrated breed standards and responsible dog ownership materials.
- Rescue programs for the direct care of dogs in need and also for providing the much needed funding to support additional fund raising through the development of calendars, websites and adoption events.

Attachment (2)

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Anatolian Shepherd Dog Rescue League

March 1, 2010

Dear ASDCA BOD,

The Anatolian Shepherd Dog Rescue League Inc, as a fundraiser, is compiling, promoting and selling a working dog handbook. The spiral bound compilation of livestock guardian articles will be an educational tool for owners of working dogs that need advice and encouragement in raising their dogs with livestock, as well as an informational guide for the general LGD audience.

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The quoted estimate from Roto-Graphic Printing, Inc of Wausau, Wisconsin is \$550.00 for printing, taxes and a one-time shipment to Michigan.

Attachment (3)

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We are asking for PPCPP funds totaling \$550.00 to cover these costs. Funds are needed by August 15, 2010.

Thank you for your consideration of our project.

Sincerely,

Susan Smith
President and Director, Anatolian Shepherd Dog Rescue League Inc

Attachment (3)