

BASENJI CLUB OF AMERICA RESCUE PROGRAM
EFFECTIVE DATE June 11, 2007

I. STATEMENT OF RESCUE PROGRAM POLICY

The Basenji Club of America is an American Kennel Club breed club, and does not engage in hands-on rescue work. However, BCOA wishes to assist BCOA Affiliated Clubs and BCOA members engaged in private rescue efforts by providing limited financial assistance pursuant to the terms and conditions stated in this document. To that end, BCOA will take the following steps to establish a “safety-net” rescue funding program:

- A. The BCOA will appoint a Rescue Committee and name a Chairperson of the Committee. The Committee will consist of at least three members including the Chairperson.
- B. The BCOA will establish a rescue fund.
- C. The BCOA will raise money for the rescue fund (i.e. dues, donations, raffles).
- D. The BCOA Rescue Committee will determine when rescue funds will be disbursed under this Program. This determination will be made on a case-by-case basis. The “cap” amounts stated in this document are not “guarantees” that any specific amount will be paid with respect to a particular claim. The Rescue Committee will make funding decisions based on the policy as written below and on the severity and prognosis of the medical condition, anticipated adoptability of the dog, and the availability of funds.
- E. BCOA will publish on its web site and in its roster a list of rescue contact persons. The purpose of the rescue contacts list is to provide referrals to BCOA members who are available to provide local, personal assistance to those in need of rescue services.
 1. Each BCOA Affiliated Club may supply (in its annual renewal application) a list of BCOA members who would like to be included as rescue contacts.
 2. Individual BCOA members in good standing who are active in rescue may request that the Rescue Committee Chairperson add their names and contact information to the above-referenced web site and roster lists under their state of residence and no more than two (2) additional, preferably contiguous, states in which the individual member is active in rescue. Contact information is defined as an individual BCOA member’s personal phone number and email address; corporate or other entity contact information will not be published.
 3. BCOA rescue contacts agree to respond to requests for assistance in a timely manner. Those who are not able to provide assistance in a given situation, may refer the matter to the BCOA rescue committee.

II. DUTIES OF BCOA RESCUE COMMITTEE

- A. Respond to all telephone calls relating to rescue matters.
- B. Respond to all emails relating to rescue matters.

- C. Maintain BCOA Rescue Committee Email contact list
- D. Receive applications for financial assistance, check all references, and assign BCOA Rescue ID numbers to all new applicants.
- E. Forward requests and disposition of requests to the BCOA Treasurer.
- F. Receive and copy all of the BCOA Rescue Fund Claims and receipts.
- G. Check on the status of all claims submitted, as needed.
- H. Review all financial applications.
- I. Direct all parties to BCOA Affiliated Clubs, or to individual BCOA members in their area for both adoptions and surrenders.
- J. Organize rescue-related fundraising (raffles, etc.)
- K. Present Rescue Committee Report at the BCOA National Meeting.
- L. Mentor and assist BCOA Affiliated Clubs and individual BCOA members with respect to rescue-related matters.

III. BCOA RESCUE PROGRAM CLAIM PROCESS

The BCOA will provide limited “safety net” financial assistance to individual BCOA members or BCOA Affiliated Clubs caring for homeless purebred Basenjis. To be eligible for funding, individuals **MUST** be BCOA members. Groups of individuals acting together must consist solely of BCOA members, or be a BCOA Affiliate Club in good standing. BCOA Affiliated Clubs do not need to consist solely of BCOA members. These limits enable BCOA to ensure that funds provided for rescue work by BCOA are utilized properly, and that abuses do not occur.

A. Eligibility and Application for BCOA Rescue Identification Number

Before any financial assistance is provided to a BCOA member or BCOA Affiliated Club, each individual or Club must be assigned a BCOA Rescue Identification Number. A completed **Application for BCOA Rescue Identification Number** (see attached) must be submitted to the Rescue Committee Chair. In addition, the following conditions must be met, to the BCOA Rescue Committee’s satisfaction, before a BCOA Rescue Identification Number will be issued:

1. Spay and neuter all Basenjis prior to placement;
2. Use contracts with protective clauses for each adoption;
3. Have guidelines in place to ensure the safety of people and dogs;
4. Establish that the dogs are socially and emotionally fit before placement;
5. Maintain the dogs in a well-kept facility or private residence;

6. Provide educational material to help a new family adjust to a Basenji;
7. Visit potential homes prior to adoptions;
8. Continue to follow up with adoptive family for at least a year;
9. Keep a written record of all placements;
10. Take back, arrange for alternative rescue placement, or humanely euthanize dogs (if warranted by re-evaluation) if original placement does not work out;
11. Provide veterinary and adoption references upon request;
12. Be willing to give a public accounting for all donations.
13. Agree in writing that any claim submitted to and paid by BCOA will not be submitted to any other organization or individual for payment, unless there is documented evidence to substantiate that the amount paid by BCOA did not extinguish the claim in full.

B. Additional Sources of Funding Permitted

BCOA Affiliated Clubs and BCOA members engaged in rescue are not prohibited from seeking reimbursement from other organizations or individuals for rescue-related expenses that will not be/are not actually paid by BCOA pursuant to this BCOA Rescue Program.

C. Independent Incorporated Rescue Groups Ineligible

Independent, incorporated rescue groups are not eligible for a BCOA Rescue Identification Number and may not participate in the BCOA Rescue Program. However, BCOA may agree, in extraordinary circumstances (as determined by the BCOA Board of Directors), to co-fund a rescue project with an independent, incorporated rescue group. In the case of a co-funded rescue effort, BCOA will provide direct assistance through BCOA members or BCOA Affiliated Clubs. BCOA participation in a co-funded rescue effort will be coordinated and managed by the BCOA Rescue Committee.

D. Type and Extent of Claims Considered

1. Emergency Medical Expenses: Cap \$500 per dog.

These funds will be used to save the life of a rescued Basenji, or improve its health or physical condition so as to bring it to an adoptable state.

- a) Cases of severe deprivation, neglect, starvation, abuse, trauma and surgically correctible conditions such as hernia (severe),
- b) Orthopedic Surgery will be reviewed on a case-by-case basis in relation to the above.

2. Diagnostic Testing of a Basenji: Cap \$200 per dog.

These funds are for a rescued Basenji with a suspected or known medical condition to determine adoptability. For example, initial diagnostic tests to determine if a Basenji has Fanconi will be eligible for reimbursement, however the cost of ongoing tests and treatment after initial diagnosis will not be considered.

3. Extraordinary Expenses: Cap \$300 per dog.

These funds are for unanticipated additional expenses discovered during a routine examination or procedure on a rescued Basenji. For example: During a routine spay a tumor is discovered. The BCOA Rescue Fund will consider reimbursement of the additional expenses of tumor removal and pathology.

4. Spay/Neuter Assistance: Cap \$100 per bitch/\$75 per dog.
5. Emergency Boarding: Cap \$200 per dog.

These funds are for emergency boarding. There will be times that a rescued Basenji must be boarded before it can be moved to a foster home.

6. Insect/Tick Borne Diseases: Cap \$300 per dog.

These funds will be used for the treatment of a rescue Basenji with Heartworm, Lyme Disease, etc. The results of any of the listed conditions must be accompanying the claim.

7. Shelter Recovery: Cap \$ 75 per dog. Services included in the shelter release fee, such as spay/neuter, heartworm test, etc. will not be included as itemized costs in the caps listed above.

E. Claims That Will Not Be Considered:

1. Rescue assistance for any Basenji purchased by a rescuer for a dollar sum directly from a private owner, puppy mill, auction, or commercial breeding facility.
2. Routine medications such as wormers, antibiotics, heartworm preventative, thyroid supplements, etc.
3. Capital expenses such as the construction or renovation of kennels.
4. Incidental Expenses such as crates, ex-pens, bowls, buckets, food, leashes, transportation costs, etc.
5. Routine vaccinations.
6. Health conditions that do not affect the adoptability or the current quality of life of the dog, such as a low-grade luxating patella or benign hernia.
7. Chronic, degenerative diseases like Fanconi, diabetes, or immune-mediated disorders (chronic allergies, etc.).

8. Genetic diseases that are severe or debilitating and that directly impact the adoptability of the dog, including but not limited to IPSID, epilepsy, or hemolytic anemia.
9. Medical treatment of an individual's personal pet.
10. Medical treatment of any dog bred or co-bred by the claimant (including those whelped or sired by any dog owned or co-owned by the claimant).
11. Claims for mixed-breed basenjis.
12. Amounts in excess of \$500 per dog.

F. Claim Requirements

1. The applicant must have, or obtain, a BCOA Rescue Identification Number.
2. The Claim Form (see attached) must be filled out in its entirety, one application per dog, providing all names, phone numbers and addresses.
3. A licensed veterinarian must assess the dog's injuries or ailments and state the dog's health and prognosis will be compatible with adoption.
4. Original bills and paid receipts must be submitted.
5. Bills must be less than 90 days old.
6. An estimate of specific charges may be supplied to the Rescue Committee via telephone, fax, or email and the Rescue Committee will make a determination regarding charges that will be eligible for coverage. (However, no checks will be written until the contemplated veterinary procedures have been completed and original invoices have been submitted).
7. Applicants must provide an assurance, in writing, that the dog will be spayed or neutered before final adoption.
8. Each dog's progress while in foster care with a BCOA Affiliated Club or BCOA member must be followed and reported back to the BCOA Rescue Committee in writing.
9. If an "Insect/Tick Borne" disease claim is submitted, the results of the test must accompany the application.
10. A current photo of the dog must be provided to the Rescue Committee.

G. Claim Payment Protocol

1. All claims must be mailed to the current BCOA Rescue Chair.

2. After receipt of the claim, the following steps will occur:
 - a) The group or individual will be notified that the claim has been received;
 - b) The veterinarian or boarding facility will be contacted to verify claim;
 - c) All BCOA Rescue Committee Members will vote on the claim. The Committee reserves the authority to deny any claim in whole or in part, and the decision of the Committee cannot be appealed.
 - d) If the claim is approved, the submitting BCOA Affiliated Club or BCOA member will be contacted and a check will be mail to the claimant by the BCOA Treasurer within 35 days of receipt of the claim;
 - e) If the claim is denied in whole or in part, the submitting BCOA Affiliated Club or BCOA member will be contacted in writing (via email and or regular mail) by the BCOA Rescue Committee within 35 days of receipt of the claim. The email or letter will clearly state the reason for denial of the claim.
3. The Basenjis subject to the Kansas City, MO Foster and Adoption Agreements are not subject to the terms of this Basenji Club of America Rescue Program. Reimbursement of appropriate expenses for those Basenjis is controlled by the terms and conditions of the above referenced Kansas City Foster and Adoption Agreements.

APPLICATION FOR BCOA RESCUE IDENTIFICATION NUMBER

It is the desire of the Board of Directors of the Basenji Club of America (BCOA) and its members to provide "safety net" financial assistance to those who rescue abused, abandoned and homeless purebred Basenjis. Any BCOA Member, or BCOA Affiliated Club that is caring for a rescued Basenji may obtain assistance, pursuant to the terms of this Program. Before submitting an initial claim, BCOA Members and BCOA Affiliated Clubs must obtain a BCOA Rescue Identification Number as detailed below.

In order to apply for funds using a BCOA Rescue ID number, each BCOA member, or BCOA Affiliate Club must be prepared to demonstrate actual financial need. The determination of whether actual financial need exists is within the sole discretion of the BCOA Rescue Committee and may not be appealed. Individual BCOA members will not be asked to provide personal financial information, but will be asked to provide a detailed, signed statement of the reasons that BCOA assistance is required. BCOA Affiliated Clubs will be asked to provide a detailed, signed statement of the reasons that BCOA assistance is required, and will also be asked to provide the BCOA Rescue Committee with a current financial statement as evidence of financial need. The following Identification Form must be submitted, in writing, to the BCOA Rescue Committee to establish a BCOA member or BCOA Affiliated Club as legitimately involved in Basenji rescue. The purpose of issuing a BCOA Rescue Identification number is to expedite future requests for financial assistance by the same individuals or Clubs, and to establish and maintain a list of BCOA members and Affiliated Clubs currently engaged in rescue work.

Organization/Individual

Contact Name _____ Phone _____

Address _____

City _____ State _____ Zip _____

Email _____

If you are an organization, are you incorporated? _____

If you are incorporated, do you currently have federal public charity status as an I.R.C. 501(c)(3) organization? _____

Do you or any members of your organization currently breed Basenjis? _____
(please list and state the approximate number of litters per year)

How many years of experience do you or the members of your organization have with the Basenji breed? _____

Approximately how many Basenjis needing placement do you have under your care at any one time? _____

Approximately how many Basenjis do you place annually? _____
If you are not a recognized Rescue Group, please provide two (2 references including names and contact information) who can verify your Rescue experience and/or your dog-related experience and accomplishments.

Please describe your policies and procedures:

Do you have an Adoption Application and pre-adoption screening procedure? _____

Do you have an Adoption Contract and follow-up procedure? _____

Do you provide educational and health materials emphasizing the positive and negative traits of the Basenji breed?

Do you or a qualified individual do a temperament evaluation of the Basenji prior to considering it adoptable? _____

Do you or your organization have a Euthanasia Policy if any dog is found to be unadoptable because of severe and uncorrectable medical conditions, extreme animal aggressiveness, and/or bad temperament that exhibits a threat to humans? _____

Where do you or your organization maintain your adoptable Basenjis? (i.e. your own premises, foster homes, boarding kennel, shelter, etc.)

Does the adoptable Basenji receive pre-adoption veterinary care including, but not limited to, spay/neuter, heartworm check, fecal check, and current vaccinations?

If the adoptable Basenji is a puppy, do you have a spay/neuter clause in your Adoption Contract and follow up to insure that this Basenji is altered? _____

Do you have a “return” or “take back” clause in your Adoption Contract?

Are you or your organization willing to permit a site inspection by a BCOA Representative?

Are you or your organization willing to share health information on the Basenji you evaluate or deem adoptable? _____

Do you or your organization provide Lost and Found services? _____

Do you or your organization have an Internet web site to list adoptable Basenji and provide public education? URL? _____

Do you or your organization have any objection to being listed as Basenji rescue contact on a BCOA web page? _____

Do you, the undersigned, understand that any misrepresentation of yourself, or your organization, or any untruths in the information which you have provided herein that are discovered at a later date will invalidate this application and exclude you or your organization from participation in the BCOA Rescue Fund?

Signature of Representative: _____

Date: _____

APPLICATION FOR BCOA RESCUE FUND ASSISTANCE

It is the desire of the Board of Directors of the Basenji Club of America (BCOA) and its members to provide "safety net" financial assistance to abused, abandoned and homeless purebred Basenjis. Any BCOA member who is caring for a rescue dog, may apply. You need not be a Not-For-Profit Corporation or have Tax-Exempt status with the IRS.

Please provide the following paperwork when sending in your claim:

Original documentation supporting the need for financial assistance, your documentation must include, but not be limited to, a picture of the dog, a Statement of Need (included below), a veterinary bill or estimate of charges, Veterinary Statement (included below), receipts for reimbursement of paid bills, any other receipts for treatment or medicines used. If submitting for heartworm treatment or biopsy reimbursement the results of a heartworm test and biopsy must accompany the application. If other financial assistance has been received for this dog please attach a detailed listing of funds received.

Organization Name _____

Date _____

Contact Name _____ Phone _____

Address _____ City _____

State _____ Zip _____ Email _____

Basenji's Name _____ Age _____ Sex _____

Please describe the Basenji in need (must include photo)

Is this Basenji under your direct care? _____ Boarding Kennel _____ Shelter _____

Is this Basenji spayed/neutered _____

Up to date on Vaccines _____ Heartworm negative _____ Fecal negative _____

Temperament Tested _____

Statement of Need. Please describe your need for financial assistance

Please breakdown the financial needs in the below categories:

Emergency Medical Expenses _____ Diagnostic Testing of a Basenji _____

Extraordinary _____ Spay/Neuter Assistance _____

Emergency Boarding _____ Insect/Tick Borne _____

Shelter Recovery _____ Other _____ Cost of Office visits _____

Total cost of Medicines (routine vaccinations are not covered) _____

Total cost of rehabilitation/follow-up _____

Total Amount Requested _____

If boarding claim, please provide Full Name, address and phone number of Vet or Boarding Kennel:

Signature of Applicant: _____

For BCOA Rescue Committee purposes only:

Date Received _____

Committee Reviews

Date _____

Veterinary Statement

The following must be filled out by a veterinary hospital:

Name of Veterinary Hospital_____

Phone Number_____

Address_____ City_____

State_____ Zip_____

Name of Attending Veterinarian_____

Dog's Name_____

Findings of Exam:

Was Basenji X-Rayed? _____ If X-Rayed, for what?

Prognosis with treatment?

Comments/Suggestions_____

Attending Veterinarian's Signature_____

Date:_____