

Resolutions and Guidelines for the Chinese Shar-Pei Rescue Trust



The Trust shall be held exclusively for charitable, literary, scientific and educational purposes, all within the meaning of Code 501(c)3, including, but not limited to providing financial support to other charitable organizations conducting direct Chinese Shar-Pei Rescue Operations throughout the United States.

The group of seven (7) trustees have the responsibility to work together to properly oversee, manage and govern the running of the Trust. The Chinese Shar-Pei Rescue Trust shall include the following officers: President, Treasurer, Secretary plus four (4) additional trustees. All trustees must be members in good standing with the Chinese Shar-Pei Club of America and must sign the Conflict of Interest Policy and Agreement.

1. The Chinese Shar-Pei Rescue Trust will make every effort to always have a minimum amount of \$4,000 in the Trust; \$3,000 for emergency rescue situations, and \$1,000 for fundraising item expenses.
2. Funding is only available for purebred Chinese Shar-Pei. No funding will be granted for mixed breed dogs.
3. Funding will be granted only once a year to eligible rescue groups that are approved for funding.
4. With the exception of emergency situations, to be recognized by the Chinese Shar-Pei Rescue Trust as eligible to receive funding assistance, the group must meet the following conditions:
 - a. Have at least one member who is a member in good standing with the Chinese Shar-Pei Club of America. The CSPCA member must be either on the board of the rescue group or have a leadership role and serve as liaison with the CSP Rescue Trust. The person listed as the contact for the local rescue group on any of the CSPCA publications must be a member of the CSPCA.
 - b. Must be tax exempt pursuant to section 501 (C) 3 of the Internal Revenue Code or the corresponding section of any future federal tax code.
 - c. Must have a clearly defined set of guidelines reviewed and approved by the trustees of the Chinese Shar-Pei Rescue Trust.
 - d. Must agree to the Chinese Shar-Pei Rescue Trust Code of Ethics.
 - e. Must have an approved adoption contract which is between said group and all adopters.
5. The Chinese Shar-Pei Rescue Trust will distribute yearly grants to approved rescue groups that are eligible and apply for grants. All applications must be received by the deadline and approved by the trustees. Applications shall include a completed grant request form, with attachments which will include a statement of that year's income and expenses including any relevant supporting documentation. Every effort will be made to send the grants within sixty days of receiving all applications and requested supporting documentation.
6. Grants will be based on the following: 50% of the money available for distribution shall be divided equally among the rescue groups that apply for funding and are approved. Example: If there is \$5,000 to be distributed and 5 rescue groups apply, each group will get \$1000. The second half of the money will be divided on a per dog basis. That sum of money will be divided among the total number of dogs that are approved for funding to get a per dog amount. Example: If there is \$5,000 to be distributed on a per dog basis, and there are 50 dogs that are applying for funding, each of the 50 dogs will get \$100. Using the examples above, Rescue Group A will get \$1,000 up front plus they have 7 dogs listed for funding which will be an additional \$700. The total amount that would go to Rescue A would be \$1,700.
7. The Trust shall grant funds directly to the organizations who rescued the dogs, paid the expenses for said dogs, and placed said dogs. The individual groups should be the parties submitting the grant requests and documentation.
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9. Grant requests will be considered based on number of pure-bred Chinese Shar-Pei rescued and adopted during each calendar year. The goal of the Chinese Shar-Pei Rescue Trust is to provide funding assistance to as many eligible Chinese Shar-Pei rescue groups as possible. Any organization who requests grant funding whose rescue/adoption ratio is in question could risk continued grant funding. The Rescue Trust may request additional documentation relative to expenses and adoptions prior to awarding funds.
10. To receive funds all rescue groups should have a diligent spay/neuter policy as well as a microchip program.
11. The Chinese Shar-Pei Rescue Trust funds are intended to help with costs associated with rescue dogs, but are not intended to support the same dogs, long term in rescue. For this reason, dogs that remain in rescue long term (more than 1 year) will not be eligible for additional funds.
12. The trustees of the Chinese Shar-Pei Rescue Trust shall have final say regarding how funds from the Trust are disbursed.
13. The Chinese Shar-Pei Rescue Trust may donate funds to animal shelters and/or individuals assisting in emergency situations. Such emergency situations shall be defined as those situations involving large numbers (15 or more dogs) of Chinese Shar-Pei which are seized or rescued from inhumane conditions. In the case of individuals rescuing the dogs, the individual must be a member in good standing of the Chinese Shar-Pei Club of America. In the event of a large rescue, meeting the "Emergency Funds" criteria, the dogs previously rescued will not be eligible for additional funding at the time the year end funds are distributed. This does not include funds that the Rescue Trust may raise, in addition to the emergency rescue funds, or individual donations sent to the Chinese Shar-Pei Rescue Trust specifically for the rescue/dogs using the emergency rescue funding.
14. The Chinese Shar-Pei Club of America provides the Chinese Shar-Pei Rescue Trust with three (3) full black and white pages per year in The Barker magazine for fund raising as well as other opportunities to raise funds.

Trustee Responsibilities Include But Not Limited To The Following:

- The trustees will have at least two (2) meetings per year.
- To solicit funds for the trust through donation requests, fundraisers, purchase and sale of fundraising items.
- To send out applications and approve new applications for rescue groups applying to be affiliated with the Chinese Shar-Pei Rescue Trust.
- To secure a copy of each approved rescue groups signature on the Chinese Shar-Pei Rescue Trust Code of Ethics.
- To provide a minimum of two (2) reports each year to the CSPCA Board of Directors. One being an annual report to be given at the CSPCA General Meeting about the activity in the trust during the year. The second report is the financial statement following the annual distributions to the qualified affiliated rescue groups. This will include the beginning balance from the previous year, the distributions made and the ending balance, as well as any income and expenses occurred during the year.
- To provide funding to approved Rescue Groups in the form of grants. This includes:
 1. Seeing that a call is sent out asking for Rescue Grant Applications from qualified approved rescue groups that would like to apply for funding for the previous year.
 2. Approving the calculations on the amount each qualified rescue group will receive that year and to see the checks are sent out once the amounts have been approved by the trustees.
- Oversee and investigate and approve funding for emergency rescue situations to be determined by the Trustees.
- To prevent conflict of interest, should a grant application be submitted by a group in which a trustee is involved, that trustee shall follow the Conflict of Interest statement, and said trustee shall refrain from voting or commenting on said grant request.
- Make any changes, corrections, additions etc. to any of the official documents of the Rescue Trust.
- To see that all bills including any licensing fees, income taxes, professional fees, advertising fees or any other expense incurred by the trust are paid.
 1. To make sure the IRS 990 Form is filled out and submitted by May 15 each year.
 2. To make sure that the Ohio state Form is filled out and submitted by May 15.
- To receive and vote on the Rescue Award Nominations. Making sure any Rescue Awards approved are sent to the CSPCA Awards Secretary by the deadline.