

Slide 1



**MAF & MDAR  
ACO UPDATES MEETING**  
JUNE 21, 2022  
12:00 NOON -  
1:30 PM

**MASS ANIMAL FUND**

**MDAR**  
MASSACHUSETTS  
DEPARTMENT OF  
AGRICULTURE

Reports and Record Keeping, Disease Updates,  
Rabies Control, Shelter/Rescue, Mass Animal  
Fund Voucher Program and ACO Training

<https://www.mass.gov/service-details/current-animal-disease-updates-for-ma>

**Animal Health Disease Updates**

- Reportable Animal Disease Updates and Notices
- Highly Pathogenic Avian Influenza
- African Swine Fever
- Rabbit Hemorrhagic Disease Virus
- Eastern Equine Encephalitis
- Potomac Horse Fever
- Equine Coronavirus
- Newcastle Disease in Cormorants
- West Nile Virus in Equines and Camelids

Dr. O'Connor and Andrew Vitz started off the meeting with HPAI updates. Dr. O'Connor then returned to this slide to give brief updates on the other diseases listed. No cases of Rabbit Hemorrhagic Disease have been reported in MA. For Eastern Equine Encephalitis there is funding available through MDAR if low-income horse owners need assistance.

**Be a #FlockDefender**

Germ's make great hitchhikers. Require any vehicle or equipment that enters the perimeter buffer area to be cleaned and disinfected before entering and leaving.

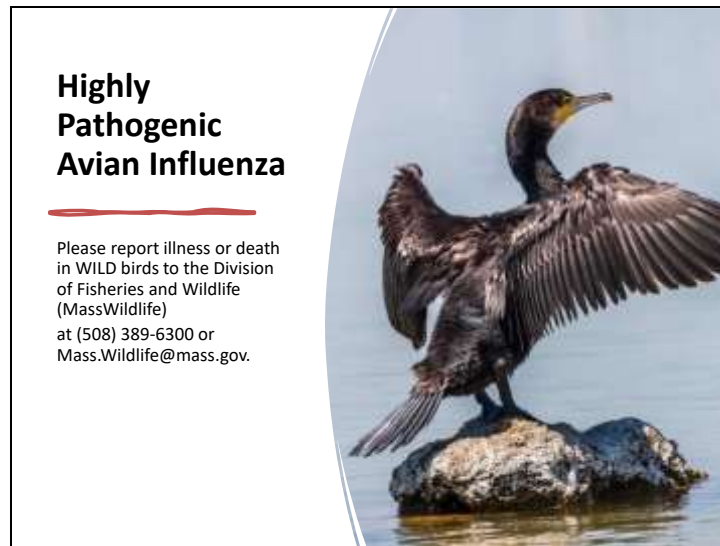
Keep disease at the fence: separate your entire poultry house, operations, and outdoor access areas from the rest of the world.

More biosecurity tips: [bit.ly/DefendtheFlock-Resources](https://bit.ly/DefendtheFlock-Resources) #DefendtheFlock

**Highly Pathogenic Avian Influenza**


Report illness or death in DOMESTIC poultry.  
<https://www.mass.gov/forms/poultry-disease-reporting-form>  
Or call Division of Animal Health at 617-626-1795

Dr. O'Connor stated that there has only been one confirmed case of HPAI in a domestic flock in MA. This case was in Berkshire County and was addressed through a partnership between local officials, MEMA, and MDAR.



Andrew stated that MassWildlife is planning on opening up an online reporting portal this week. MassWildlife is most interested in hearing about if 6 or more wild birds are found deceased. Clusters of higher than normal mortality should be reported.

Update the online reporting portals are open: **Any unexpected deaths or other signs should be reported immediately to the Division of Animal Health at 617-626-1795 or through this [online reporting form](#). Increased numbers of wild bird deaths should be reported to the Division of Fisheries and Wildlife using the online form found at [mass.gov/reportbirds](https://mass.gov/reportbirds)** Prompt reporting will expedite rapid testing and diagnosis.



1. All ACOs are required to complete **30** education credits (ECs) in their first training year.

The Massachusetts Animal Fund Animal Control Institute's Core Competencies Training is mandatory for all ACOs and worth 16 ECs.

2. After completing year one requirements and obtaining MGL Compliance, ACOs only need an additional **8** continuing credits each year.

<https://www.mass.gov/info-details/aco-training-courses>

Training options can be found at <https://www.mass.gov/info-details/aco-training-courses>

**Registration is Open**

*Attention Massachusetts ACOs*  
**THE 2022 ANIMAL CONTROL  
CORE COMPETENCIES TRAINING  
REGISTRATION IS OPEN!**

Register at [www.mass.gov/animalfund](http://www.mass.gov/animalfund) or call 617-626-1740

This FREE training is required for all municipal animal control officers in Massachusetts who did not previously complete the Core Competencies Training.

MA Animal Care, Training, Protection, Animal Welfare and Fair Trade, Wildlife, Communications and Office Support, Training and Professional Development

<b>Session I: Dedham</b> September 26th & 27th	<b>Session II: Chelmsford</b> October 3rd & 4th	<small>One session only in person. An entire session may be available to request. The ACO who previously completed the Core training is welcome to re-do the course on a 2-4hr basis for CE credit.</small>
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Two options are available for the Core Training in the Fall.

Registration is now open. Sheri stated that ACOs who need virtual accessibility need to sign up for [Session II Chelmsford](#) and then request access. [Session I Dedham](#) will be open for ACOs and non ACOs from municipalities.

## Training Highlights

### OILED WILDLIFE RESPONSE COURSE

Hosted at:  
New England Wildlife Center  
382 Lockwood Ave.  
Wareham, MA 02576

Date:  
June 22, 2022



THE NEW ENGLAND WILDLIFE CENTER  
VERMONT DEPARTMENT OF NATURAL RESOURCES

**Course Description**  
This 8-hour course covers the response to oiled wildlife. Participants will learn about the types of oiled wildlife, the impact of oil on wildlife, and the steps to take when an oiled animal is found. The course includes a hands-on component where participants will practice the techniques for handling oiled wildlife.

**What You Will Learn**

- How and how quickly an oiled animal can be rescued
- How to identify and capture oiled wildlife
- How to handle and transport oiled wildlife
- How to care for oiled wildlife
- How to release oiled wildlife

**Certified for 8 CE credits through Mass. Animal Panel**  
Cost: Free

**To register, email:**  
[info@newenglandwc.org](mailto:info@newenglandwc.org)

### RESCUING THE RESCUER

Registration: 0/20

7	1	37	8
Seats	Fee	Seats	Seats

Date/Time by Timezone  
Tue, 04/26/2022 1:00 PM - 2:00 PM ET



### What Is Verbal De-escalation?

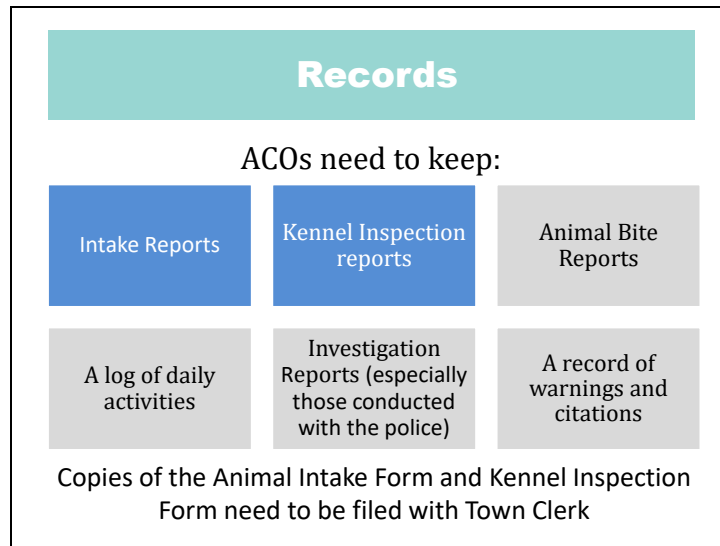


Sheri highlighted some of the upcoming continuing education courses available and reminded ACOs that some courses are eligible for double credit.



Sheri reminded ACOs that Summer CE letters will be going out soon. Summer letters are sent to ACOs directly, they are a chance for the ACO to double check what is in the database and make sure it is correct. Letters to Supervisors go out in January. Here are links to the CE Request Form and Multiple CE Request Form





Sheri went over the records that ACOs are required under MGLs to keep, and stressed that Intake Reports and Kennel Inspection Reports need to be given to the town clerk every 30 days to be in compliance with state statutes.

**Chapter 140, Section 151A(b)**

**ACO**  
Records and Filing  
**REMINDER**  
ANIMAL INTAKE REPORTS NEED TO BE SENT TO YOUR TOWN CLERK EVERY 30 DAYS  
(MDAR is checking!)

Don't Forget!

Each animal control officer shall forward a copy of the record to the town or city clerk within **30 days**.

Copies of the records shall be kept for **2 years** in the office of the city or town clerk wherein such animal control officer is employed."


Sheri stressed that ACOs have tough jobs and do amazing work, so they do not want to have something like lack of paperwork compliance to cast a shadow on that.

**Chapter  
140,  
Section  
152**

Animal control officers are responsible for providing quarterly reports to the mayor or board of selectmen

- Using copies of the monthly reports submitted to the town or city clerk will satisfy this requirement, but a summary of these activities will provide a clearer picture of the work completed

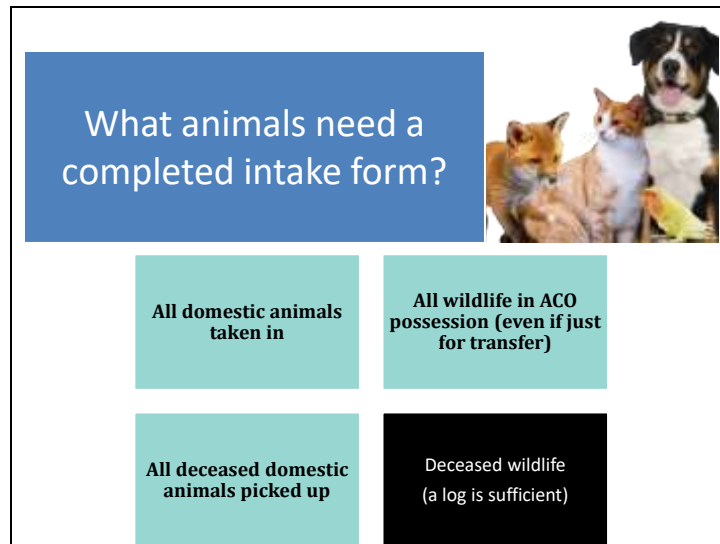
**Chapter 140, Section 151A(b)**



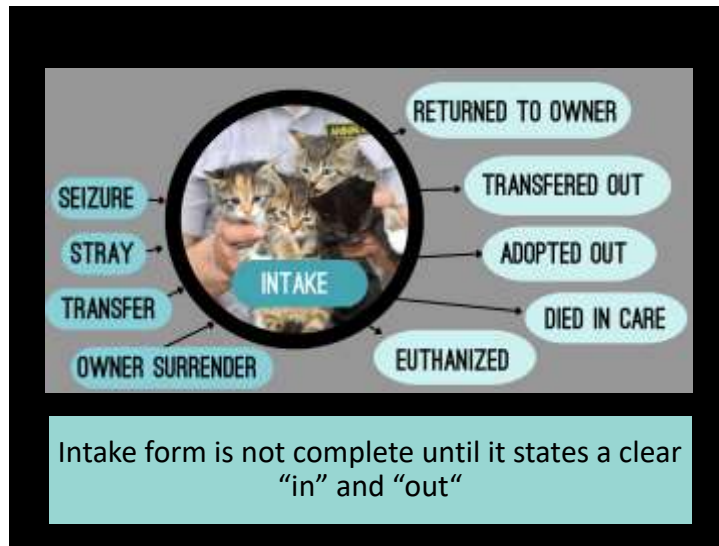
**Each animal control officer shall make, keep, and maintain a system of records or forms which fully and correctly disclose the following information concerning each animal in the officer's custody:**

- 1) the date and location of apprehension;
- 2) a description of the animal;
- 3) the place of detainment;
- 4) if tagged, the name and address of the owner of the animal;
- 5) the name and address of a new owner, if any, including the date of sale or transfer of the animal;
- 6) if the animal is euthanized, the method and date of euthanasia and the name of the person who euthanized the animal;
- 7) the date, location, and description of an animal euthanized by gunshot in cases of emergency, the disposition of the animal remains, and a description of the situation requiring gunshot.


Sheri stated that the state intake forms will meet the requirements if completed and submitted in full.



Sheri stated that any domestic animal that is in ACO care alive or deceased needs to have an intake form filled out. Alive wildlife needs an intake form even if it is only in the ACOs possession for transfer. Records of deceased wildlife can be in a simple log form that states species, disposal and location found.



## MDAR Animal Intake Form

The image shows a thumbnail of the MDAR Animal Intake Form. The form is titled "THE COMMONWEALTH OF MASSACHUSETTS ANIMAL SYSTEMS OFFICER ANIMAL INTAKE REPORT". It contains various fields for reporting animal intake, including sections for "A. Animal Information", "B. Animal Description", "C. Animal Location", "D. Animal Status", and "E. Animal Disposition".

You can find a downloadable copy of the MDAR Animal Intake Form on the Mass Animal Fund website under the FOR ACOs Tab.

This form meets the reporting requirements under MGL Chapter 140 section 151A \*if filled out completely.

This or a similar form may be used to comply with the law.  
<https://www.mass.gov/info-details/aco-resources>

An intake form must be filled out immediately for each animal picked up – this is the responsibility of the ACO. The requirement to complete these records cannot be transferred to the shelter or the kennel. During the 7-day hold, that dog is the town’s responsibility.

Update: A new ACO intake form has been developed since the meeting and is available at: <https://www.mass.gov/doc/aco-intake-form/download>

The new intake form is a fillable PDF that has defined fields that can be merged in batches into a CSV format monthly. Electronic records can be sent to the town clerk as long as they contain all the required information.

## Intake Report Part 1

- In Part 1 of the form you will write a description of the animal (including microchip or tag information if available)
- Cite where the dog or cat was caught
- Note where the animal was held
- One form per animal

<b>Animal Control Officers shall report on this form prior to receiving compensation</b>	<b>City or Town of:</b> _____ <b>Date:</b> _____ <b>Animal Type:</b> Dog <input type="checkbox"/> Cat <input type="checkbox"/> Other: _____
<b>I, To City or Town Treasurer, I report that I have caught, confined and disposed of an animal as set forth below:</b>	
Breed type (Specify): _____	Approx. Age: _____ Sex: _____
Description: _____	Date and Time caught: _____
Where Caught: _____	Tattoo/Microchip: _____ Tag#: _____
Scanner brand: _____	I confined this animal at: _____ for a period of _____

Sheri said the scanner brand field was recently added to the intake form.



## Intake Report Part 2

- This is used if the animal was returned to its owner and to record attempt to contact.
- Fees given to holding facility should be recorded here.

2. Returned to owner:	
Owner contacted on: _____	Contact Method: _____
Redeemed by owner on: _____	Owner Name: _____
Owner Phone Number: _____	Owner Address: _____
Owner exhibited LICENSE NUMBER: _____ in the city or town of: _____	
Owner paid \$ _____ to _____ for care and custody @ \$ _____ per day for _____ days.	

Sheri stated that the owner contact date and method was added, as well as a field to capture what organization was paid holding fees.

### Intake Report Part 3

- Part 3 is used if the animal was adopted/transferred after a seven-day hold
  - Transfers to registered shelters and rescues can only occur after the seven-day hold

3. Animal was adopted/transferred to:		
Name: _____	Address: _____	Phone: _____
Purchaser secured a LICENSE NUMBER _____ in the city or town of: _____		
On _____	and he/she paid an adoption fee of \$ _____	paid to _____

## Intake Report Part 4

- Write when the animal was given a rabies vaccine
  - All dogs and cats over the age of 6 months must be rabies vaccinated (Chapter 140, Section 145B)

c. Rabies vaccination information: (Attach copy of rabies certificate to this form)	
Rabies vaccination given by: _____	State of Veterinarian: _____
On _____ Date	Rabies vaccination expires on: _____ Date

## Intake Report Part 5

- Part 5 must be filled out if the animal was euthanized, whether after a seven-day hold for dogs or in the field in an emergency situation
- Should also be used if animal died in care. Report should be attached.

4. Euthanasia/died in care:		
Date animal destroyed	Date	using
By		Method of Euthanasia
Name and location of veterinarian		Animal died in care on:
		Report attached

Sheri stated that additional outcome options were added to the form so that a clear outcome is always recorded.

## Intake Report Part 6

- This indicates what payment, if any, was received by department for care and custody of the animal as allowed in Chapter 140, Section 151A

6. Payment:	
On account of this animal there is due me for care and custody	7 days @ \$ 20 per day \$ 140
Signed under the pain and penalties of perjury	<i>Sally Smith</i> Animal Control Officer
White Copy - Animal Control / Blue Copy - Dog Owner / Pink Copy - City/Town Treasurer / Yellow Copy - City/Town Clerk	

<h2>Animal Identification</h2>	<ul style="list-style-type: none"><li>• It is important to be able to identify a dog or cat using correct terminology for inclusion in incident and intake reports</li><li>• It is equally important to be able to identify a dog or cat using terms the public will understand in order to expedite the reunion of a dog or cat with its owner</li></ul>
	

Sheri stated that it is important to describe animals on the intake form, so that they would be able to be matched up if needed with lost reports etc.

## Feline Reporting Form

- For trappers
- For Shelter/Rescue
- For Veterinarians



Sheri mentioned that the state developed a feline reporting form in 2021. This form was designed to help gain compliance with MGL Chapter 272 sec. 85A that requires that anyone who takes in a stray/lost domestic animal that is not their own needs to report it to the police or the animal control officer in the town where the animal was obtained.

## **Kennel Inspections – Section 137C**


**Inspections MUST be conducted before initial licensing, and UPON renewal**

- **ACOs are responsible for kennel inspections for licensing and renewal.**
- **Kennel inspections do not need to be scheduled in advance, but ACOs do need to obtain permission to inspect.**
- **Kennel inspection report should be given to licensing authority.**
- **Kennel inspections should be performed by the ACO, but if there is a conflict of interest or ACO is unavailable the following municipal employees may inspect: selectman, mayor, police chief, police commissioner (Boston)**

Sheri stated that another topic that MDAR is contacted for often by ACOs is kennel inspections.



## Kennel Inspection Report



© Massachusetts Homeless Animal Prevention and Care Fund 2014

- You can find a downloadable copy of the MDAR Kennel Inspection Report on the Mass Animal Fund website under the FOR ACOs Tab.
- <http://massanimalfund.com/animal-control-laws/>

The kennel inspection report developed by MDAR will work, or the municipality is welcome to develop their own form. If there is a significant issue with the inspection, or you need assistance with a serious problem, you should feel free to contact MDAR for guidance.

**Kennel Inspection Report**

- Page 2 is new. It gives an area to write in any problems/concerns discovered
- <http://massanimalfund.com/animal-control-laws/>

THE COMMONWEALTH OF MASSACHUSETTS  
ANIMAL CONTROL OFFICE KENNEL INSPECTION REPORT

City or Town of \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_  
Inspection Date \_\_\_\_\_  
Kennel name \_\_\_\_\_

Inspection

Report received by \_\_\_\_\_  
Signature of Inspectors \_\_\_\_\_  
ACFO Signature \_\_\_\_\_

Animal Control Office / 978-254-2200 - ACC 144100 - 3000 0000

© Massachusetts Homeless Animal Prevention and Care Fund 2014

The kennel inspection report developed by MDAR will work, or the municipality is welcome to develop their own form. If there is a significant issue with the inspection, or you need assistance with a serious problem, you should feel free to contact MDAR for guidance.

### Kennel Licenses – Section 137A

- 5 or more dogs on the property
- Dogs under 3 months of age don't count
- Boarding or training, including daycare
- Breeders – commercial or hobby (personal)
- Charitable corporations (shelters / rescues)
- Veterinarians holding animals beyond medical necessity
- Nonprofits are free/pet shops are exempt




The definition of personal kennel says “more than 4 dogs”, and the kennel licensing laws itself mentions people with “less than 4 dogs”. Anyone with 5 or more dogs must have a kennel license.

## Kennel inspections

- \*municipalities can add further clarification into bylaws
  - Looking for adequate shelter, fresh food and clean water
  - Waste is managed appropriately; no buildup of feces or urine
  - Adequate ventilation with no excessive odors
  - Adequate temperature between 55°- 85°F
  - Cages, enclosures or other housing is in good repair
    - No sharp edges
    - Functional latches

© Massachusetts Homeless Animal Prevention and Care Fund 2014



You should be looking to ensure the animals appear happy and healthy, and that the kennel is maintained in such a way that there is no build up of solid or liquid waste. If the place is clean, smells good, and is comfortable, thank them for their time, hand them a copy of the completed inspection report, and let them know you'll see them next year. If the conditions are not acceptable, the specific problems will need to be documented in writing, for you and the owner.

## Cooperation Between ACOs and Animal Inspector/MDAR

- For rabies exposure response ACOs need to work closely with AIs
  - AIs issue quarantines, ensure samples are tested, report to MDAR
  - ACOs handle bite reports, investigate dangerous dog situations, and assist in animal capture (if needed) and help ensure samples are tested.




© Massachusetts Homeless Animal Prevention and Care Fund 2014

Sheri mentioned that ACO need to work closely with AIs. Ashley spoke about the importance of working with the AI to investigate bites.

THE COMMONWEALTH OF MASSACHUSETTS ANIMAL CONTROL OFFICER ANIMAL BITE REPORT	
City or Town of _____	
1. Person(s) reporting cause of bite:	
Name _____	Address _____
2. Victim(s) Information:	
Name _____	Address _____
Phone Number(s) _____	City _____
State _____	Zip _____
3. Victim Information:	
Age _____	Sex _____
Location of bite _____	Time of bite _____
Location of bite on victim _____	Number of bites _____
4. Animal Information:	
Type of animal: Dog <input type="checkbox"/> Cat <input type="checkbox"/> Other <input type="checkbox"/>	
Was animal spayed? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes when? _____	
Registration: _____	Sex _____
Color of _____	Length of time in custody of _____
Registration Number: Yes <input type="checkbox"/> No <input type="checkbox"/> Date of registration: _____	City _____
State _____	Zip _____
Owner/keeper: _____	Address: _____
City _____	State _____
Registration Number: Yes <input type="checkbox"/> No <input type="checkbox"/> Date of registration: _____	City _____
State _____	Zip _____
City of origin: _____	State _____
Who has been notified? (Name) _____ (Address) _____ (City) _____ (State) _____	

**Bite Reports**

**New Form 2022**



Correction the new form created in 2022 was the [“Notice to Municipal Animal Inspector Form”](#) please see next slide.

**Notice to Municipal Animal Inspector of Possible Exposure to Rabies Form**

This form was updated in 2022 and can be found by visiting the MDAR Rabies Control Program pages at:

<https://www.mass.gov/service-details/rabies-protocols-and-regulations>

NOTICE TO MUNICIPAL ANIMAL INSPECTOR OF POSSIBLE EXPOSURE TO RABIES

Reporting Facility: \_\_\_\_\_ Date of Report: \_\_\_\_\_  
City/Town: \_\_\_\_\_

Reporting Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/Town: \_\_\_\_\_

I hereby certify that the information furnished on this form is true and correct to the best of my knowledge and belief. I understand that this form is a part of the public record and that its contents may be subject to audit and review by the State.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SECTION 1: EXPOSURE INFORMATION**

1. Date of exposure: \_\_\_\_\_  
2. Location of exposure: \_\_\_\_\_  
3. Type of exposure: \_\_\_\_\_  
4. Name of animal: \_\_\_\_\_  
5. Species: \_\_\_\_\_  
6. Breed: \_\_\_\_\_  
7. Sex: \_\_\_\_\_  
8. Age: \_\_\_\_\_  
9. Color: \_\_\_\_\_  
10. Other identifying information: \_\_\_\_\_

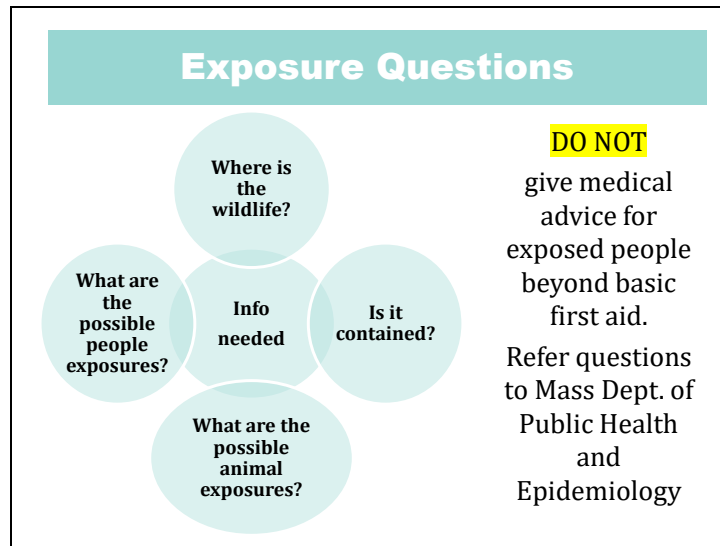
**SECTION 2: CONTACT INFORMATION**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/Town: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**SECTION 3: ADDITIONAL INFORMATION**

Other information: \_\_\_\_\_

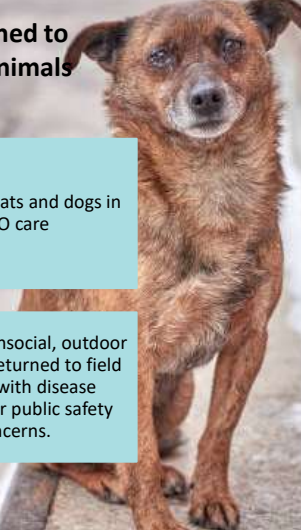
Animal Quarantine or Exposure Rabies Program Coordinator: 617-452-5829  
Special Assistance or Complaint Division: 617-452-5829





<p><b>Public Records Requests</b></p> 	<p>Remember: Your supervisor, the town/city clerk, MDAR, and the public may request to see any and all of your records at any time</p> <ul style="list-style-type: none"><li>• It is imperative that you have complete, up-to-date records</li></ul>
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Reminder all ACO records are subject to public record requests



**The Voucher Program is designed to give ACOs the ability to help animals in their Communities**

ACOs submit voucher requests for animals in need in the community they serve

**Priority 1.** Cats and dogs in ACO care

**Priority 2.** Cats and dogs owned by low-income MA residents. (Eligible if they fall under 150% of the federal poverty line, or if they receive public assistance)

**Priority 3.** Unsocial, outdoor cats being returned to field in areas with disease outbreak or public safety concerns.





The Fund has partnered with over 50 local veterinary providers and 4 municipal partners to provide FREE spay/neuter through the voucher program.

**2022, Providers/Municipal Partners are reimbursed according to a 5-tier system for services administered:**

- \$100 /Tier 1: male cats
- \$150 /Tier 2 : female cats
- \$200 /Tier 3: small male dogs <50lbs
- \$250 /Tier 4 : large male dogs, small female dogs
- \$300 /Tier 5 : large female dogs

\*additional reimbursements of \$10-\$150 given for approved complications. Options for vaccine vouchers are also available!


Here is a link to the find out more about becoming a municipal partner.

## Voucher Submission Forms

**ACO Assistance Form**

**Owned Animal Assistance Form**

**Community Cat Assistance Form**



**Massachusetts Animal Fund Spay/Neuter Voucher Program**

Animal control officers and participating state humane providers should use this form to request spay/neuter vouchers from the MAFC Animal Fund for the following cases:

**ADO or spay/neuter assistance voucher not held at a municipal animal control facility**  
Requests for spay/neuter or other procedures for a low-income resident of Massachusetts, who cannot afford to pay for a procedure through a participating CAADC, DE, IL, NY, NJ, NY, or VA, or who is a **Homeless Person** or **Homeless Person in Care** or a **Specialty Animal** or **Specialty Animal in Care**.

**Signature Indication**  
1. The animal should either be the possession of the animal control officer or they having provided supporting the voucher. Please use a separate list for each voucher requested on this form as A/C. Do not need prior submission to this center. Please note requests directly from providers or publicly are not accepted.

Form completed online this form is Open/Available for read, or email: [MAFC@state.ma.us](mailto:MAFC@state.ma.us), 1000 State Street, Boston, MA 02134  
 Phone: [617-725-3333](tel:617-725-3333) / [617-725-3334](tel:617-725-3334)  
 Email: [MAFC@state.ma.us](mailto:MAFC@state.ma.us) / [MAFC@state.ma.us](mailto:MAFC@state.ma.us)

**Requester Information**

Animal Control/Other Institution		Email	
Name		Phone	
Address		City	
State		Zip	

**Animal Information**

Date	Number of Vouchers Requested		J		C		S		A		R	
	Year	Amount	Sex	Age	Species	Color	Markings	Notes	Signature	Initials	Signature	Initials
2011	100	100	100	100	100	100	100	100	100	100	100	100
2012	100	100	100	100	100	100	100	100	100	100	100	100
2013	100	100	100	100	100	100	100	100	100	100	100	100
2014	100	100	100	100	100	100	100	100	100	100	100	100
2015	100	100	100	100	100	100	100	100	100	100	100	100
2016	100	100	100	100	100	100	100	100	100	100	100	100
2017	100	100	100	100	100	100	100	100	100	100	100	100
2018	100	100	100	100	100	100	100	100	100	100	100	100
2019	100	100	100	100	100	100	100	100	100	100	100	100
2020	100	100	100	100	100	100	100	100	100	100	100	100
2021	100	100	100	100	100	100	100	100	100	100	100	100
2022	100	100	100	100	100	100	100	100	100	100	100	100
2023	100	100	100	100	100	100	100	100	100	100	100	100
2024	100	100	100	100	100	100	100	100	100	100	100	100
2025	100	100	100	100	100	100	100	100	100	100	100	100
2026	100	100	100	100	100	100	100	100	100	100	100	100
2027	100	100	100	100	100	100	100	100	100	100	100	100
2028	100	100	100	100	100	100	100	100	100	100	100	100
2029	100	100	100	100	100	100	100	100	100	100	100	100
2030	100	100	100	100	100	100	100	100	100	100	100	100


**Requester Signature**

Signature	Print Name	Signature	Print Name

Use this form for animals in ACO care

**Voucher Submission Forms**

- ACO Assistance Form
- Owned Animal Assistance Form**
- Community Cat Assistance Form



The screenshot shows a web-based form titled "OWNED ANIMAL FUND SPAY/NEUTER/VACCINATION ASSISTANCE REQUEST". The form is divided into two main sections: "Required Human Information" and "Required Animal Information". The "Required Human Information" section includes fields for Name, Address, City, State (dropdown), and Zip. It also has a "Public Assistance" section with checkboxes for "Do you receive public assistance?" and "Are you a caregiver?". The "Required Animal Information" section includes fields for Name, Sex (Male/Female), Breed, Age, and Color. It also has checkboxes for "Is your animal spayed/neutered?" and "Is your animal vaccinated?". At the bottom, there is a "SUBMIT" button and a "Back" button.

Use this form for owned animals

### Voucher Submission Forms

ACO Assistance Form

Owned Animal Assistance Form

Community Cat Assistance Form

Date: \_\_\_\_\_

**MASSACHUSETTS ANNUAL PING VOUCHER REQUEST FOR OUTDOOR CATS**  
MassSPCA/MA Animal Control/SPCA

**Contact Information (Foster / Property Owner)**

NAME:	Property owner? <input type="checkbox"/> Yes or No Caretaker? <input type="checkbox"/> Yes or No
ADDRESS:	
CITY:	
STATE:	
Location of the cat colony (please give exact address or two nearest cross streets)	
Property owner/volunteer signature: _____	

**Cat Colony Information**

Total number of cats	Number of cats already fixed	Number of unaltered cats	
Do you think the cats "fit" in the location of where they are kept?		Are there animal care programs that will see to your cat's proper living?	
Do you believe you should be responsible for these cats?			
* Please note if feral cats are trapped and are being placed through private shelter, rescue, adoption programs they are not eligible for Mass Animal Fund vouchers.			

Property No. Review	Date Submitted	Date Received	Date Issued	Date

Use this form for community or at-large cats

 <b>Contacts for Animal Control Officers</b>		
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Here is a link to the main MDAR page