



Shadow Fund

www.CedarHillPetCemetery.org

**Retired Police, Fire, Military,
U.S. Customs, Search & Rescue K9s**

presented by

Cedar Hill Pet Memorial Project, Inc.

**Cedar Hill Pet Memorial Project, Inc.
"Shadow Fund" Program Description**

*December 29, 2015
revised July 26, 2017*

MISSION

The mission of the "Shadow Fund" is to promote education on the importance of the partnership between working dogs and their handlers and raise public awareness about the health care of retired Police, Fire, Military, US Customs, and Search & Rescue dogs (hereinafter referred to as K9's). The "Shadow Fund" will promote the raising of funds for these K9's residing in the Dallas-Fort Worth Metroplex.

HISTORY

The Cedar Hill Pet Memorial Project, Inc. (CHPMP) established the "Shadow Fund" in honor of retired Cedar Hill Police Department K9 named Shadow, a German Shepherd who was medically retired in 2009 due to a spinal disease that later resulted in his death in 2011. The "Shadow Fund" is also symbolic of how the canine *shadows* the K9's handler during their tour of duty.

PURPOSE

In accomplishing the goal of promoting education and public awareness for the health care of K9s, the "Shadow Fund" fulfills the advocacy role established by the CHPMP Board of Directors in their corporate Amended Bylaws 2017.

The primary purpose of the "Shadow Fund" is to assist with overwhelming costs associated with owning a retired K9. The Fund will help cover some of the cost of medical bills for retired K9's so they can live out the remainder of their lives in relative comfort without creating a financial burden for their handlers. The secondary purpose of the fund is to honor their service by providing a burial with honors within the Heroes' Section of the Cedar Hill Pet Memorial Park.

While on active duty status, the City, County, or Branch of Service the K9 belongs to will provide for the health care of working canine partners. However, when a canine becomes unsuitable for working conditions due to age or physical disability, the canine is retired from active duty. Once a canine is retired, the handler is offered the option to acquire the animal from his/her employer and in doing so assumes all expenses associated with owning a retired service animal.

Retired K9's do not just suffer from the normal ailments associated with aging, but also the serious wear and tear that comes from years of rigorous training and working, including

arthritis, hip and knee injuries, torn ligaments, and back and spinal problems. The "Shadow Fund" is dedicated to assisting with the high cost of these medical bills and helps to ensure that the handler is not forced to choose euthanasia due to the financial burden. It is a small price to pay for all the hard work these service dogs provided their community and a way of saying thank you to their handlers.

Through the activities of raising funds to assist these K9 handlers with the health care costs for their retired canines, CHPMP helps to bring awareness to the general public about the importance these animals serve in protecting our community and nation.

FUND COVERAGE

Advanced Medical care

The "Shadow Fund" will be dedicated to providing financial assistance to cover advanced medical care, such as:

- Diagnostics (blood work, x-rays, MRI, CT, other necessary medical scans)
- Emergency care, hospitalization, and surgery
- Pain management
- Pet mobility
- Physical rehabilitation
- Chiropractic care
- Cancer treatments
- Prescription medications (not including standard pet care items such as heartworm medicine or specialty foods)
- Specialty treatments for hereditary and congenital conditions

This list is not meant to be all-inclusive nor provide limitations; rather, it is representative of the type of care that is often necessary for a retired canine.

Memorial/Funeral Services

With regards to the memorial/funeral services, all expenses will be covered by the "Shadow Fund" for active and retired K9's who served/resided within the geographic zone identified below. CHPMP will provide a free burial package to include the following:

- a burial plot within the "Heroes" section of the War Dog Monument as space permits. If no remaining spaces are available, secondary placement will be within the Pet Memorial Park, again as space permits.
- the opening and closing of the grave
- a granite headstone which will include the name of the canine, the name of the Department or Service Unit in which the canine served, type of service dog (patrol, bomb, narcotics, etc.), dates of service, and dates of birth and death of the canine. All headstones provided for these canines, and especially for use in the "Heroes" section, will be uniform in size, quality, and design. (see attached design)

- a casket or urn that will fit within the confines of 24" wide by 36" long as required by the organization. If a handler wishes to upgrade to a better quality casket or urn than offered, they may do so at their own expense and as long as the size of the casket does not exceed the required dimensions.
- honor services with an honor guard, bugler and any other ceremonial detail requested but is limited based on the availability of volunteers to provide these services.

GEOGRAPHIC COVERAGE

Donations to "The Shadow Fund" will assist active (memorial services only) and retired K9's (memorial and medical) who served or resided within the Dallas-Fort Worth Metroplex. Due to the size of the "Shadow Fund" priority will be given to the following law enforcement agencies:

- Cedar Hill Police Department
- Desoto Police Department
- Duncanville Police Department
- Ellis County Sherriff's Department
- Grand Prairie Police Department
- Lancaster Police Department
- Mansfield Police Department
- Midlothian Police Department
- Red Oak Police Department
- Waxahachie Police Department
- ISD Police Departments that are within the jurisdiction of one of the above listed cities/counties.
- Retired K9's where the handler/owner has lived within one of the jurisdictions of the above law enforcement agencies for a minimum of six (6) months.

As the fund expands, funds may be used to assist service canines outside the above mentioned departments on a case by case basis, as determined by the Board of Directors.

FUND DONATIONS

All donations to the "Shadow Fund" will be split up the following manner: 80% will go directly to the "Shadow Fund," and 20% will go to the general operating fund of the Cedar Hill Pet Memorial Project, Inc.

Example: A donation of \$1,000 will be distributed as such:

- \$800 to the Shadow Fund
- \$200 to the general operating funds of the Corporation

The fund is set in this manner to help ensure the corporation's ability to provide financial assistance over time, as well as support the free burial package for those canines who fall within the guidelines established for those services.

FUND MANAGEMENT

The principle manager of the administration (e.g. accepting and processing of the application to include a presentation to the Board of Directors) of "The Shadow Fund" will be the Police Liaison, a volunteer and non-voting position with the Board of Directors. The responsibility and decision to approve or deny financial assistance will rest with the voting members of the Board of Directors. Even if the Police Liaison holds a voting position elsewhere on the Board of Directors, any and all decisions based on this Fund will require that specific Board member to stand back from voting.

The funds raised for the "Shadow Fund" will be held in a separate bank account from the CHPMP's operational accounts. The name on the account will be "Shadow Fund" and all donations are to be made payable to the "Shadow Fund." The 20% portion, as identified above, will be moved from the "Shadow Fund" to the operational accounts by the CHPMP Treasurer or another qualified Board member. The "Shadow Fund" is listed with the Texas Secretary of State's Office with an "Assumed Name" so that individuals or organizations who make donations to this fund will be able to take a tax exemption under the CHPMP's 501(c)(3) status with the IRS.

The "Shadow Fund" will maintain a minimum balance of \$1,500 at all times in order to be solvent for conducting memorial services. Should the "Shadow Fund" ever have insufficient funds to handle memorial services, the Board of Directors will be so notified and will authorize a fund transfer from the operating funds to the "Shadow Fund" in this case only. Further oversight of this Fund will be performed by a non-voting Trustee who serves at the Attorney-of-Record for the corporation.

REQUEST FOR ASSISTANCE

Submission for financial assistance for emergency medical purposes can be done at any time, but still must follow the guidelines found below under the application process. Due to the very nature of being an emergency, it is recommended that the application and situation be relayed to the Police Liaison through electronic means. Contact information will be provided by calling the organization's toll free answering service at 1-800-818-8251. CHPMP's ability to provide financial assistance will be directly predicated on the size of the "Shadow Fund" account at the time of the request, keeping in mind the minimum balance requirement and the discretion of the Board of Directors.

Application Process

An application form called a "Request for Financial Assistance" can be found on the CHPMP website at www.CedarHillPetCemetery.org under the War Dog tab. All applications should be fully descriptive of the healthcare provided accompanied by documentation from the veterinarian describing the care provided and the need for such care. Incomplete requests will be automatically denied. Applications should be mailed to:

The "Shadow Fund"
c/o Cedar Hill Pet Memorial Project, Inc.
P.O. Box 1418
Cedar Hill, TX 75106-1418

Reimbursement for advanced medical care will be considered up to 90 days post care received. The applicant will be required to provide proof of payment and a full description of services received. If the request is being submitted in advance of care being received, payment (if any) can be arranged directly with the healthcare provider. Again, all grants for financial assistance are provided based on CHPMP's ability to have funds available in the "Shadow Fund."

The party receiving funds will agree, unconditionally, to allow CHPMP to take and use any and all pictures, information related to the application and the grant award to be used for Public Relations and Marketing purposes. Any waiver request from this requirement will require a written request from the Police Chief or highest ranking officer under whom the canine served or under whom the K9 officer currently serves. This recognizes that some officers may be serving in a special capacity that requires they remain anonymous for security reasons.

Applications for assistance will be forwarded to the Police Liaison or designee. When as the application has been received, the Police Liaison or designee will review the application to ensure it is complete. Every attempt will be made to submit and acquire a vote within 72 hours.

Application notification will be provided by CHPMP's Recording Secretary. Copies of all applications will be maintained on file for three (3) years. Any concerns with regards to this Fund or the application process should be forwarded to the Chair, Cedar Hill Pet Memorial Project, Inc. at P.O. Box 1418, Cedar Hill, TX 75106-1418 with a copy to Kimberly Cobb Pinkerton at 610 Uptown Blvd., Suite 3000, Cedar Hill, TX 75104 who serves as the Attorney of Record for CHPMP.

HEADSTONE DESIGN

All handlers should ensure that the entire information listed below, including the badge design, is provided electronically to CHPMP. The ability to order the permanent headstone will be delayed until all required information is received.



Shadow

Aug/2001 - April/2011

Cedar Hill Police Department

Patrol / Narcotics Detection Dog

2003 to 2009

Retired



July 2017

Application Date: _____

Owner's full name:
Owner's full address:
Owner's phone numbers (include at least two) and e-mail address:
Past/Current K9 Position:
Police Department, Military, US Customs, and Search & Rescue Unit's name, full address, contact person with phone number and e-mail:
Canine's name and breed: (Please include a recent picture)
Canine discipline (narcotics, bomb, patrol, tracking, etc.) years of service and retirement: (Must provide proof of service, retirement, and ownership of canine.)
Explain in detail the advanced medical need for this canine. (See note below)
Provide a statement of financial need showing as much detail as possible. The inclusion of an estimate by the Veterinarian is strongly encouraged.

Application: All applications should be fully descriptive of the healthcare provided accompanied by documentation from the veterinarian describing the care needed/provided to include diagnosis and prognosis, test results/summary analysis and the completed application. If seeking reimbursement, the inclusion of receipts showing a payment made in full on letterhead from the veterinarian clinic. Incomplete requests will be automatically denied.