



# MVMA Charities, Inc.

*A 501(c)3 Not-for-Profit Supporting Organization  
of the Massachusetts Veterinary Medical Association*

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## STRAY ANIMAL PROGRAM GUIDELINES

*Updated as of 6/30/09*

Across the Commonwealth of Massachusetts, municipal officials, non-profit animal welfare organizations and the general public are grappling with the health and safety hazards of unwanted and uncontrolled animals. By partnering with Animal Control Officers (ACOs), the MVMA Charities, Inc. Stray Animal Program seeks to provide financial assistance for the care of non-owned animals or unclaimed strays. The ultimate goal of the Stray Animal Program is to help facilitate the rehabilitation of these animals and their adoption into suitable homes. The following guidelines are intended to aid ACOs in applying to the Stray Animal Program and requesting payment for services provided to stray animals by local veterinarians. Please note that these guidelines may be changed at any time.

### **I. The Stray Animal Program**

- Each town and city in the Commonwealth of Massachusetts may register to participate in the MVMA Charities, Inc. Stray Animal Program. The town or city should designate a single Animal Control Officer (ACO) as the registered contact person for that community's submission(s).
- MVMA Charities, Inc. Stray Animal Program will provide payment for up to 80% of veterinary bills generated for the treatment of stray animals. There is a yearly limit in total payments to a single town or city. A chart listing each community and its yearly limit is included with these guidelines.
- Payment is made directly to the veterinarian providing treatment once a **Request for Funds Form** has been submitted by the authorized ACO.

### **II. Registering with the Stray Animal Program**

- Registration is limited to one ACO per town or city. This ACO must be approved by the town or city.
- The registering ACO should fill out, sign and submit a **Stray Animal Program Application for Participation**, along with the accompanying documents (proof that the applicant is an ACO and authorization by the town or city for the applicant to represent the town or city).
- A single ACO may represent more than one town or city, however, a separate application must be submitted for EACH town or city the ACO will represent.

- The ACO submitting the application will be the **ONLY** person authorized to submit payment requests. To change the authorized ACO, a new application must be submitted (along with appropriate documentation). The new application will replace any previous application submitted for that town or city.

### **III. Submitting Requests for Payment**

- To request funds, the authorized ACO must submit a **Request For Funds Form**, along with a copy of the service provider's bill, clearly indicating that treatment was for a non-owned animal or unclaimed stray animal, to MVMA Charities, Inc.
- Requests for funds may only be submitted by the authorized ACO.
- All fund requests are subject to approval by MVMA Charities, Inc. If a request is not approved, the submitting ACO will be notified within 90 days.
- Payment will be made directly to the veterinarian or clinic providing care. While attempts will be made to forward payment in a timely manner, there may be a delay of up to 90 days from receipt of a Request for Funds Form before payment is sent.
- Payment will be made for up to 80% of the billed, unpaid total indicated on a receipt from the veterinarian providing treatment. Yearly payments on behalf of each town or city will not exceed limits listed above. While it is hoped that the treating veterinarian will waive the remaining 20% of the charges unpaid by the Stray Animal Program as a contribution to the care of stray animals, it is not required.
- Payment requests may be made for less than 80% of the outstanding bill; amount requested should be clearly indicated on the submission form.
- MVMA Charities does not prohibit obtaining funds from other sources for payment of charges not paid by the Stray Animal Program, however, if reimbursement is obtained from another source for any charges already paid by MVMA Charities, Inc., an amount equal to the overlapping funds obtained **MUST** be returned to MVMA Charities, Inc. The town or city to which the returned funds should be assigned should be clearly indicated.
- Fund requests should be submitted within 30 days of last date services were provided. For ongoing care, a new payment request for *additional* (not previously submitted) services for the same animal is permitted.
- Only services to stray (non-owned) animals are eligible for payment by MVMA Charities, Inc.

### **IV. Overpayment**

- If overpayment should occur, the veterinarian(s) who provided veterinary care and services will make a contribution to MVMA Charities, Inc. in the amount of overpayment.

Please direct any questions to the office of the MVMA Charities, Inc. You can reach us at the MVMA office at 508-460-9333 or by email at [MVMCharities@massvet.org](mailto:MVMCharities@massvet.org). These Guidelines, and all MVMA Charities, Inc. related forms, may also be viewed and downloaded online at [www.massvet.org](http://www.massvet.org) (select the "MVMA Charities" link on the left).

**FUNDING LIMITS PER YEAR, ALPHABETICALLY BY TOWN**

*based on July 1, 2007 data*

<b>TOWN</b>	<b>ANNUAL \$ LIMIT</b>	<b>POPULATION</b>	<b>TOWN</b>	<b>ANNUAL \$ LIMIT</b>	<b>POPULATION</b>
ABINGTON	1,000.00	16,365	BRIDGEWATER	1,000.00	25,514
ACTON	1,000.00	20,753	BRIMFIELD	1,000.00	3,695
ACUSHNET	1,000.00	10,443	BROCKTON	2,000.00	93,092
ADAMS	1,000.00	8,214	BROOKFIELD	1,000.00	3,030
AGAWAM	1,000.00	28,333	BROOKLINE	2,000.00	54,809
ALFORD	1,000.00	394	BUCKLAND	1,000.00	1,990
AMESBURY	1,000.00	16,429	BURLINGTON	1,000.00	25,034
AMHERST	1,000.00	34,275	CAMBRIDGE	3,000.00	101,388
ANDOVER	1,000.00	33,284	CANTON	1,000.00	21,916
AQUINNAH	1,000.00	354	CARLISLE	1,000.00	4,882
ARLINGTON	1,000.00	41,144	CARVER	1,000.00	11,547
ASHBURNHAM	1,000.00	5,959	CHARLEMONT	1,000.00	1,367
ASHBY	1,000.00	2,944	CHARLTON	1,000.00	12,576
ASHFIELD	1,000.00	1,815	CHATHAM	1,000.00	6,726
ASHLAND	1,000.00	15,796	CHELMSFORD	1,000.00	34,128
ATHOL	1,000.00	11,601	CHELSEA	1,000.00	38,203
ATTLEBORO	1,000.00	43,113	CHESHIRE	1,000.00	3,299
AUBURN	1,000.00	16,259	CHESTER	1,000.00	1,296
AVON	1,000.00	4,303	CHESTERFIELD	1,000.00	1,273
AYER	1,000.00	7,369	CHICOPEE	2,000.00	53,876
BARNSTABLE	1,000.00	46,738	CHILMARK	1,000.00	963
BARRE	1,000.00	5,419	CLARKSBURG	1,000.00	1,631
BECKET	1,000.00	1,797	CLINTON	1,000.00	14,030
BEDFORD	1,000.00	13,146	COHASSET	1,000.00	7,182
BELCHERTOWN	1,000.00	13,971	COLRAIN	1,000.00	1,840
BELLINGHAM	1,000.00	15,908	CONCORD	1,000.00	16,840
BELMONT	1,000.00	23,356	CONWAY	1,000.00	1,884
BERKLEY	1,000.00	6,433	CUMMINGTON	1,000.00	974
BERLIN	1,000.00	2,699	DALTON	1,000.00	6,582
BERNARDSTON	1,000.00	2,225	DANVERS	1,000.00	26,736
BEVERLY	1,000.00	39,198	DARTMOUTH	1,000.00	31,241
BILLERICA	1,000.00	42,038	DEDHAM	1,000.00	24,132
BLACKSTONE	1,000.00	9,042	DEERFIELD	1,000.00	4,731
BLANDFORD	1,000.00	1,279	DENNIS	1,000.00	15,473
BOLTON	1,000.00	4,481	DIGHTON	1,000.00	6,748
BOSTON	3,000.00	599,351	DOUGLAS	1,000.00	7,924
BOURNE	1,000.00	19,023	DOVER	1,000.00	5,627
BOXBOROUGH	1,000.00	5,097	DRACUT	1,000.00	29,498
BOXFORD	1,000.00	8,074	DUDLEY	1,000.00	10,780
BOYLSTON	1,000.00	4,266	DUNSTABLE	1,000.00	3,290
BRAINTREE	1,000.00	34,422	DUXBURY	1,000.00	14,444
BREWSTER	1,000.00	10,023	EAST BRIDGEWATER	1,000.00	13,879
EAST BROOKFIELD	1,000.00	2,069	HOPKINTON	1,000.00	14,307
EAST LONGMEADOW	1,000.00	15,222	HUBBARDSTON	1,000.00	4,461
EASTHAM	1,000.00	5,445	HUDSON	1,000.00	19,580
EASTHAMPTON	1,000.00	16,064	HULL	1,000.00	11,067

EASTON	1,000.00	22,969	HUNTINGTON	1,000.00	2,193
EDGARTOWN	1,000.00	3,920	IPSWICH	1,000.00	13,245
EGREMONT	1,000.00	1,350	KINGSTON	1,000.00	12,339
ERVING	1,000.00	1,537	LAKEVILLE	1,000.00	10,587
ESSEX	1,000.00	3,323	LANCASTER	1,000.00	7,047
EVERETT	1,000.00	37,269	LANESBOROUGH	1,000.00	2,891
FAIRHAVEN	1,000.00	16,124	LAWRENCE	2,000.00	70,066
FALL RIVER	2,000.00	90,905	LEE	1,000.00	5,803
FALMOUTH	1,000.00	33,247	LEICESTER	1,000.00	10,982
FITCHBURG	1,000.00	39,835	LENOX	1,000.00	5,105
FLORIDA	1,000.00	678	LEOMINSTER	1,000.00	41,128
FOXBOROUGH	1,000.00	16,298	LEVERETT	1,000.00	1,746
FRAMINGHAM	2,000.00	64,786	LEXINGTON	1,000.00	30,332
FRANKLIN	1,000.00	31,381	LEYDEN	1,000.00	802
FREETOWN	1,000.00	8,935	LINCOLN	1,000.00	7,994
GARDNER	1,000.00	20,613	LITTLETON	1,000.00	8,714
GEORGETOWN	1,000.00	8,147	LONGMEADOW	1,000.00	15,315
GILL	1,000.00	1,379	LOWELL	3,000.00	103,512
GLOUCESTER	1,000.00	30,308	LUDLOW	1,000.00	22,062
GOSHEN	1,000.00	956	LUNENBURG	1,000.00	9,948
GOSNOLD	1,000.00	84	LYNN	2,000.00	87,122
GRAFTON	1,000.00	17,525	LYNNFIELD	1,000.00	11,382
GRANBY	1,000.00	6,285	MALDEN	2,000.00	55,712
GRANVILLE	1,000.00	1,676	MANCHESTER	1,000.00	5,265
GREAT BARRINGTON	1,000.00	7,372	MANSFIELD	1,000.00	22,993
GREENFIELD	1,000.00	17,706	MARBLEHEAD	1,000.00	20,039
GROTON	1,000.00	10,641	MARION	1,000.00	5,217
GROVELAND	1,000.00	6,923	MARLBOROUGH	1,000.00	38,065
HADLEY	1,000.00	4,787	MARSHFIELD	1,000.00	24,576
HALIFAX	1,000.00	7,700	MASHPEE	1,000.00	14,261
HAMILTON	1,000.00	8,188	MATTAPOISETT	1,000.00	6,447
HAMPDEN	1,000.00	5,305	MAYNARD	1,000.00	10,177
HANCOCK	1,000.00	1,082	MEDFIELD	1,000.00	12,266
HANOVER	1,000.00	13,966	MEDFORD	2,000.00	55,565
HANSON	1,000.00	9,956	MEDWAY	1,000.00	12,749
HARDWICK	1,000.00	2,650	MELROSE	1,000.00	26,782
HARVARD	1,000.00	6,001	MENDON	1,000.00	5,767
HARWICH	1,000.00	12,387	MERRIMAC	1,000.00	6,425
HATFIELD	1,000.00	3,258	METHUEN	1,000.00	43,979
HAVERHILL	2,000.00	59,902	MIDDLEBOROUGH	1,000.00	21,245
HAWLEY	1,000.00	336	MIDDLEFIELD	1,000.00	551
HEATH	1,000.00	797	MIDDLETON	1,000.00	9,347
HINGHAM	1,000.00	22,394	MILFORD	1,000.00	27,263
HINSDALE	1,000.00	1,937	MILLBURY	1,000.00	13,470
HOLBROOK	1,000.00	10,663	MILLIS	1,000.00	7,927
HOLDEN	1,000.00	16,581	MILLVILLE	1,000.00	2,834
HOLLAND	1,000.00	2,532	MILTON	1,000.00	25,691
HOLLISTON	1,000.00	13,941	MONROE	1,000.00	96
HOLYOKE	1,000.00	39,737	MONSON	1,000.00	8,788
HOPEDALE	1,000.00	6,165	MONTAGUE	1,000.00	8,334
MONTEREY	1,000.00	960	READING	1,000.00	23,129

MONTGOMERY	1,000.00	754	REHOBOTH	1,000.00	11,484
MOUNT WASHINGTON	1,000.00	138	REVERE	2,000.00	55,341
NAHANT	1,000.00	3,519	RICHMOND	1,000.00	1,591
NANTUCKET	1,000.00	10,531	ROCHESTER	1,000.00	5,218
NATICK	1,000.00	31,975	ROCKLAND	1,000.00	17,780
NEEDHAM	1,000.00	28,263	ROCKPORT	1,000.00	7,633
NEW ASHFORD	1,000.00	248	ROWE	1,000.00	347
NEW BEDFORD	2,000.00	91,849	ROWLEY	1,000.00	5,839
NEW BRAINTREE	1,000.00	1,112	ROYALSTON	1,000.00	1,380
NEW MARLBOROUGH	1,000.00	1,521	RUSSELL	1,000.00	1,730
NEW SALEM	1,000.00	990	RUTLAND	1,000.00	7,846
NEWBURY	1,000.00	6,926	SALEM	1,000.00	40,922
NEWBURYPORT	1,000.00	17,144	SALISBURY	1,000.00	8,521
NEWTON	2,000.00	83,271	SANDISFIELD	1,000.00	837
NORFOLK	1,000.00	10,646	SANDWICH	1,000.00	20,255
NORTH ADAMS	1,000.00	13,617	SAUGUS	1,000.00	27,192
NORTH ANDOVER	1,000.00	27,637	SAVOY	1,000.00	720
NORTH ATTLEBOROUGH	1,000.00	27,907	SCITUATE	1,000.00	17,881
NORTH BROOKFIELD	1,000.00	4,819	SEEKONK	1,000.00	13,593
NORTH READING	1,000.00	14,021	SHARON	1,000.00	17,033
NORTHAMPTON	1,000.00	28,411	SHEFFIELD	1,000.00	3,334
NORTHBOROUGH	1,000.00	14,611	SHELBURNE	1,000.00	2,036
NORTHBRIDGE	1,000.00	14,375	SHERBORN	1,000.00	4,217
NORTHFIELD	1,000.00	2,985	SHIRLEY	1,000.00	7,726
NORTON	1,000.00	19,222	SHREWSBURY	1,000.00	33,489
NORWELL	1,000.00	10,271	SHUTESBURY	1,000.00	1,834
NORWOOD	1,000.00	28,172	SOMERSET	1,000.00	18,268
OAK BLUFFS	1,000.00	3,731	SOMERVILLE	2,000.00	74,405
OAKHAM	1,000.00	1,906	SOUTH HADLEY	1,000.00	16,952
ORANGE	1,000.00	7,796	SOUTHAMPTON	1,000.00	5,962
ORLEANS	1,000.00	6,315	SOUTHBOROUGH	1,000.00	9,484
OTIS	1,000.00	1,394	SOUTHBRIDGE	1,000.00	16,926
OXFORD	1,000.00	13,641	SOUTHWICK	1,000.00	9,431
PALMER	1,000.00	12,849	SPENCER	1,000.00	12,006
PAXTON	1,000.00	4,530	SPRINGFIELD	3,000.00	149,938
PEABODY	2,000.00	51,441	STERLING	1,000.00	7,874
PELHAM	1,000.00	1,404	STOCKBRIDGE	1,000.00	2,232
PEMBROKE	1,000.00	18,595	STONEHAM	1,000.00	21,508
PEPPERELL	1,000.00	11,409	STOUGHTON	1,000.00	26,951
PERU	1,000.00	838	STOW	1,000.00	6,327
PETERSHAM	1,000.00	1,283	STURBRIDGE	1,000.00	9,102
PHILLIPSTON	1,000.00	1,787	SUDBURY	1,000.00	17,159
PITTSFIELD	1,000.00	42,931	SUNDERLAND	1,000.00	3,721
PLAINFIELD	1,000.00	600	SUTTON	1,000.00	9,015
PLAINVILLE	1,000.00	8,311	SWAMPSCOTT	1,000.00	13,994
PLYMOUTH	2,000.00	55,188	SWANSEA	1,000.00	16,237
PLYMPTON	1,000.00	2,772	TAUNTON	2,000.00	55,783
PRINCETON	1,000.00	3,494	TEMPLETON	1,000.00	7,783
PROVINCETOWN	1,000.00	3,390	TEWKSBURY	1,000.00	29,607

QUINCY	2,000.00	91,622	TISBURY	1,000.00	3,805
RANDOLPH	1,000.00	30,168	TOLLAND	1,000.00	451
RAYNHAM	1,000.00	13,641	TOPSFIELD	1,000.00	6,067
TOWNSEND	1,000.00	9,374	WEST STOCKBRIDGE	1,000.00	1,447
TRURO	1,000.00	2,134	WEST TISBURY	1,000.00	2,628
TYNGSBOROUGH	1,000.00	11,860	WESTBOROUGH	1,000.00	18,459
TYRINGHAM	1,000.00	343	WESTFIELD	1,000.00	40,160
UPTON	1,000.00	6,526	WESTFORD	1,000.00	21,790
UXBRIDGE	1,000.00	12,634	WESTHAMPTON	1,000.00	1,586
WAKEFIELD	1,000.00	24,706	WESTMINSTER	1,000.00	7,388
WALES	1,000.00	1,844	WESTON	1,000.00	11,698
WALPOLE	1,000.00	23,086	WESTPORT	1,000.00	15,136
WALTHAM	2,000.00	59,758	WESTWOOD	1,000.00	14,010
WARE	1,000.00	9,933	WEYMOUTH	2,000.00	53,272
WAREHAM	1,000.00	21,154	WHATELY	1,000.00	1,555
WARREN	1,000.00	5,071	WHITMAN	1,000.00	14,385
WARWICK	1,000.00	750	WILBRAHAM	1,000.00	14,032
WASHINGTON	1,000.00	548	WILLIAMSBURG	1,000.00	2,440
WATERTOWN	1,000.00	32,521	WILLIAMSTOWN	1,000.00	8,108
WAYLAND	1,000.00	13,017	WILMINGTON	1,000.00	21,679
WEBSTER	1,000.00	16,705	WINCHENDON	1,000.00	10,130
WELLESLEY	1,000.00	26,985	WINCHESTER	1,000.00	21,137
WELLFLEET	1,000.00	2,748	WINDSOR	1,000.00	856
WENDELL	1,000.00	1,003	WINTHROP	1,000.00	20,154
WENHAM	1,000.00	4,615	WOBURN	1,000.00	37,042
WEST BOYLSTON	1,000.00	7,779	WORCESTER	3,000.00	173,966
WEST BRIDGEWATER	1,000.00	6,679	WORTHINGTON	1,000.00	1,272
WEST BROOKFIELD	1,000.00	3,826	WRENTHAM	1,000.00	11,116
WEST NEWBURY	1,000.00	4,269	YARMOUTH	1,000.00	24,010
WEST SPRINGFIELD	1,000.00	27,603			