

The Rescue Project Foster Guidelines



Contacts	Page 2
Basic Rules	Page 3
Introduction Procedure for cats	Page 4
Introduction Procedure for dogs	Page 5
Vetting Practices	Page 6
General FAQ's	Page 7
Adoption Events	Page 8
Promoting your Foster	Page 8
Paper work requirements	Page 9
Things to Look for in a Home Visit	Page 10
Adoption FAQ and Process	Page 11

CONTACTS

Please refer to our **website** as well as our **Facebook pages** for a list of current contacts which includes our Board of Directors and our Volunteers Leads.

Volunteer Lead Roles include:

- Executive Director
- Outreach Lead
- Adoption Coordinator
- Foster Coordinator & Animal Vetting Coordinator
- Foster Supplies Coordinator
- Volunteer Coordinator
- PetFinder Coordinator
- TNR (Trap Neuter Release) Coordinator
- Fundraising Coordinator

Website: <https://therescueproject.net>

Facebook Main Page: <https://www.facebook.com/KCRescueProject/>

Facebook Volunteer Page: <https://www.facebook.com/groups/1481594165394335/>

Rules:

- The foster must agree to home visits
- Foster dogs should **never** be let off-leash outside of a fenced-in area.
- Foster cats should **never** be allowed outside.
- Foster dogs should not be taken to dog parks, or let off-leash with strange dogs.
- Foster dogs should **never** be left unsupervised outside or have unsupervised access to outside.
- All new fosters are required to be kenneled or have their own space. If you feel like your foster does not require kenneling, please contact the Foster Coordinator for approval.
- Fosters are not to be left unsupervised with any personal animals or children
- All fosters are required to have a proper introduction. Please see introduction notes. It may take a few attempts before they are comfortable with each other.
- If you notice behavior issues with your foster please reach out to Foster Coordinator about training resources, new products and new into techniques.
- We do not have a facility so it is understood that if the foster doesn't work out, you are required to keep the foster until a new home is found. Time to find a new home can vary depending on the age and breed of the animal.
- It is recommended to keep fosters separate from personal pets for the first week to decrease risk of spreading illness and to allow for adjustment time.
- Sami Snow is the contact for food/toys/treats. – requires 3 day notice for supply pick up. Text preferred: 913-302-6260. Back up is Ann Thompson 913-488-4965 or Foster Coordinator
- Puppies are not to be allowed outside until they have been on 2 rounds of shots.

Cat Intro:

Keep your cats separated for 2-3 days.

The two cats should be able to smell and hear each other. You can do this by feeding both cats near the door to the isolation room so they learn to associate the smell and sound of each other with a positive experience. Doling out treats near the door is also a good idea.

After 2-3 days, some cat experts recommend switching the cats' locations so they can get used to each other's smells.

After a few more days, the next step is to play with each of the cats near the door, building up positive associations with the scent of the other cat, says Jane. This play, again, helps each cat associate the other cat with a good time.

If all seems to be going well and your cats aren't hissing or growling under the door at each other, after a week, you can try visually introducing the cats. Installing a screen door or even a high baby gate (that neither cat can jump over) can work. Continue feeding, playing with and giving the cats treats within view of the other cats, but don't force it! "If one cat won't eat her food right next to the screen, try moving the food dish a few feet away

The final step in the process is to let the cats be together, face-to-face, for supervised interaction. "Don't worry if the cats completely ignore each other or hiss a bit and then walk away," says Jane. "It will take some time for your cats to learn that the other is a friend and not a foe." Keep watching the cats and let them take things at their own pace as long as no one is starting to bully or harass the other. You should be able to gauge how it's going. If you sense one cat is harassing the other, don't be afraid to ask the foster coordinator for assistance

Dog Intro:

Let them get to know each other slowly and carefully

Throwing them together in the back yard and letting them work it out can lead to heartbreak, and occasionally serious injury, if the integration fails.

Have the dogs meet on leash

Keep this meeting on neutral territory like a neighbor's yard, a training center, or a tennis court. Have both dogs on-leash. Take the dogs for a walk together, keeping 10 feet between them so that they can't greet each other or stare. The idea is to acclimate them to each other's presence without causing tension.

Have the dogs meet with leashes dragging

Keep this meeting on neutral territory. Avoid problem areas like gates, doorways, or closely confined space: The more room they have to move, the less tension there will be. Wait two minutes while they sniff each other, then call them away. If they start to play and it seems to be going well, let them play for a few minutes and then end the session. End each initial session on a good note!

Have the dogs meet at home

First in the yard, then inside the house. Before the in-house introduction, take the resident dog out to the yard, then bring your new dog inside. Bringing the new dog inside to meet your resident dog can cause a negative reaction. Keep each interaction short and pleasant. If signs of tension arise, separate the dogs immediately and try again later. Remember that the introduction will set the tone for their relationship, so it's important to set everyone up for success.

Keep the dogs separate while you are away

Either in separate rooms or crates. This is both to prevent fighting and injuries, and to prevent your new dog from developing behavior like chewing and accidents.

Work to prevent conflict

While dogs can settle minor disputes with each other (such as growling the other off of a toy or their own food bowl), they shouldn't be limiting each other's access to you, your family or common areas of the home. In multi-dog households, there isn't usually a dominant dog or submissive dog. Instead, dogs' roles change depending on the context involved. For example, a dog that claims access to a favorite toy may let the other dog claim the couch. Reward polite behavior and manage the environment to prevent conflicts from developing.

Vetting:

For Non-Emergency Vet Appointments – please include the days that work for your schedule when requesting appointments. They will typically be 2 weeks out from the date requested. All vetting will be scheduled with GPSPCA, Spay and Neuter KC or Dearborn Animal Clinic.

Foster coordinator will discuss available dates/times with foster prior to scheduling, foster will be responsible for transport.

- If foster cannot transport or is unable to make visit, foster should notify the foster coordinator immediately to arrange for alternate transportation or rescheduling of visit.

In the case of an emergency, the foster coordinator should be contacted to recommend what the foster family should do.

If a pet needs emergency medical attention and the foster coordinator or CEO cannot be reached, leave them a message, and take the pet to the emergency veterinary hospital nearest you.

Emergencies Include:

- **Inability to move, walk, or stand**
- **Being attacked or bitten by another animal**
- **Broken bones or significant bleeding from a cut.**
- **Vomiting uncontrollably**
- **Vomiting, defecating, or urinating blood.**

Copies of paper work needs to be sent to our Executive Director, Volunteer Coordinator, and Foster Coordinator.

FAQs:

What if I notice my foster is having behavioral issues?

If you notice behavior issues with your foster please reach out to Foster Coordinator about training resources, new products and new techniques. *We do not have a facility so it is understood that if the foster doesn't work out, you are required to keep the foster until a new home is found. Depending on age and the breed, it could possibly take a while.

What if I am going out of town while fostering?

Please notify the Foster Coordinator as soon as you become aware of dates you are needing alternative foster so we can begin working on placement.

What if I can't take my foster to his/her medical appointment?

Please notify the Foster Coordinator immediately so that alternate transportation can be arranged or the appointment can be rescheduled.

What if I can no longer keep my foster?

Notify the Foster Coordinator immediately upon this determination. Please know that we will likely be unable to immediately remove the animal from your home due to limited resources. We will work to find an alternative space as quickly as possible.

If any of the following foster services are needed, please contact our Foster Coordinator.

- **Photography**
- **Grooming**
- **Doggie daycare**
- **Boarding**
- **Training**

Adoption Events:

We would like for all fosters to attend one adoption event a month. The adoption events are at the Petsmart in Merriam @ 5810 Antioch Rd, Merriam, KS 66202, every Sunday from 1-3pm. If you are unavailable, please let the volunteer coordinator know and we can find transport.

If you get to the event and your animal has any kind of aggression towards any animal or person, please remove them from the event. Some anxiety isn't uncommon, but mohawked hair, a ridged body and high tail is a red flag to remove your foster immediately.

In order to give your foster the best chance to find a home, please help them put their best foot forward by making sure they show up freshly bathed. We will provide the "adopt me" scarf.

Please remember that you are the face of The Rescue Project at these events, so please dress appropriately and treat everyone with respect and kindness.

Promoting your Foster:

Please build a bio for your foster and provide that and the cutest pictures possible to our PetFinder Coordinator. She will add your pet to Petfinder. Once that is done you can promote your foster in any medium you prefer.

If you're not too sure how to build a bio, please reference our Petfinder page for examples of what to provide.

Our Foster Coordinator will automatically put your foster into rotation of the "adoptable of the day," but you're more than welcome to reach out to her once you have received confirmation that your foster has been added to Petfinder. Please understand that she might have other animals in line ahead of yours, so it might be a few days.

**If you think you may be considering "foster failure" (i.e., adopting your foster), please do not put your animal on Petfinder or promote them in anyway until you are sure. Adoption apps are first come first serve.*

Paperwork:**Vetting:**

Please ensure that the foster and volunteer coordinator have copies of any and all vetting paperwork before the originals are provided to the adopting families of your foster. The state requires that we have all shot, spay/neuter and chip information for every animal that goes through our program. Once you have confirmation that information has been received, you can send the originals with your foster's new family.

Behavior Forms:

The state also requires that all fosters that go through The Rescue Project, need to have a behavior form filled out. If you need a copy, please let our Foster Coordinator know.

We have a yearly audit by the state, and we are at risk of losing our status as a rescue, so these 2 things are very important.

Things to look for in house visits:

- > 1. Make sure the address is the one provided on the application and that they actually live there-- ask to see a piece of mail with their name on it
- > 2. If they have a fenced yard, look at it, make sure the yard isn't missing fencing, there aren't any dangerous exposed wires, etc. If there are, ask them to fix the problems or tell them to buy a light weight tie-out or puppy run before final adoption day. **(DOG)**
- > 3. If application stated no other pets in the home so you need to make sure this is true. If there is another pet in the home, make sure it looks well cared for and happy.
- > 4. Perfect housekeeping isn't required, but you might want to make suggestions about puppy/kitten proofing-- like if they have baskets of stuffed animals on the floor or keep stacks of magazines next to the fireplace-- a new dog/cat could easily destroy these things. Be sure to warn new kitten owners about possible jumping into washing machines, dish washers, refrigerators, just make sure they are careful and to double check until kitties get full grown. Also, if they live off busy street warn about a bolting pet, etc.
- > 5. Look for red flags-- like giant tow chains in the yard, obvious plans to make the pet an outside pet-- a dog house, etc., things I don't expect you will see , but you may encounter with future fosters/adopters. Mainly no breeders, flippers, animal hoarders, dog fighters, lab testing scenarios, meth houses, etc.)
- > 6. Ask if they've selected a vet or if they'd like recommendations.
- > 7. Ask where they plan to put the crate if they plan on one-- make sure it isn't somewhere super drafty or in direct sunlight if the house isn't kept at a good temperature...? **(DOG)** Ask where they plan to put litterbox, what kind of litter, do they have any questions? Kittens may not go into basement if they are always upstairs, but if you use clay litter near a bathtub it can cause a real mess....just basic kitty education. Make sure she knows to put them in the box when she decides on a place so that the kitties know where it is.
- > 8. Remind them to keep in touch with pictures and updates and if they have any questions or problems, we are a resource and we love to hear from our alumni and are happy to provide information and resources to former TRP pets when we are able :)
- > Mostly you just want to make sure the pets will be safe and comfy and that the adopters are who they say they are. It is really a formality and a reassurance, but we did a home visit a few weeks ago where our adopter had adopted another dog and not told us-- so things can go wrong. But....Mostly these go quickly and are fun. If anything comes up during the home visit that you are not sure about, please contact our Adoption Coordinator.

Adoption FAQ:

- If you're uncomfortable with meet and greets, please reach out.
- Adoptions are processed first come first serve, and the clock starts as soon as the app is submitted. All adoptions are at the discretion of the Adoption Coordinator and/or Executive Director.
- if you are planning on foster fail or if you have an interested party, please have the adoption forms submitted prior to posting any foster on Petfinder.
- As a general rule, we do not allow overnights. If you feel you have a special case, please reach out to Foster and Adoption Coordinator. It will be denied if the foster is not fully vetted and spayed/neutered.
- In regards to out of state adoptions, it's up to the foster. However, if you have a preference to only allow instate, that preference needs to be communicated to Adoption Coordinator.
- If you feel like a potential adopter isn't a good fit, please refer back to the adoption coordinator for next steps. Do not communicate directly with the potential adopter.
- As you review an adoption application, please try and remain objective. Our personal relationship, whether positive or negative, should not influence if they would be a good fit.

Adoption Process

1. Applications is submitted online via our website (www.therescueproject.net).
2. Our Adoption Coordinator does initial screening process.
3. The Adoption Coordinator reaches out usually via email to foster to have them set up meet and greet and home check. Please do not advise that the animal can be taken home until you have approval from the Adoption Coordinator to do so.
4. Once the meet and greet is over, please let Adoption Coordinator the outcome of the meet and greet.
5. If meet and greet is not home, check in with our Adoption Coordinator about scheduling the home check. If the paperwork is in order and the fees are paid, and you have the Adoption Coordinator's approval, the adopter can take possession. If you are looking for the ability to leave the animal at the home on the same day as the home visit, please advise our Adoption Coordinator as soon as the home visit is scheduled. She will make sure all the paperwork is in order before you go just in case she isn't available while you are at the home.
6. If it has not already been completed, at time of transfer of animal the foster or transporter must get adoption agreement signed and collect the appropriate fee.

Our Adoption Coordinator is the only person that gives the approval for you to leave your animal in the home. It is best to iron out that everything is taken care of before the home visit, since she isn't always online. Our Executive Director is available in our Adoption Coordinator absence, if necessary.