

Exhibit H: Program Requirements

RFA HHS0012167

To meet the program requirements and scope (Section 2.4 –Eligible Activities and Section 2.5 - Program Requirements of the RFA) of the Zoonosis Control Animal Friendly Grant, Respondents must:

- a) Sterilize dogs and cats owned by Texas residents based on the Grantee's approved funding request.
- b) Have access to or maintain a computer, e-mail and the internet throughout the contract period.
- c) Submit quarterly performance measure reports utilizing Exhibit K, Zoonosis Quarterly Performance Measure Report. Submit quarterly performance measure reports after the work has been done to the DSHS Program. Reports are due on or before, December 31, 2023, March 31, 2024, June 30, 2024, and September 30, 2024. Submit the required reports to: The.vet@dshs.texas.gov.

Year 1

Exhibit K, Quarterly Performance Measure Report

- a) Contractor shall track and report to the Program all of the number of animals sterilized and returned to owner (indexed monthly by sex and species per line).
- b) Contractor shall provide the average cost of each category.
- c) Contractor shall provide the Program a list that documents the names and Texas license numbers of all veterinarians performing sterilizations under this project.
- d) The total amount of DSHS grant funds spent on this project for the grant period of August 31, 2023 through August 30, 2024.

Year 2

Exhibit K, Zoonosis Quarterly Performance Measure Report

- a) Contractor shall track and report to DSHS Program 100% of the number of animals sterilized and returned to owner (indexed monthly by sex and species per line).
- b) Contractor shall provide the average cost of each category.
- c) Contractor shall provide DSHS Program a list that documents the names and Texas license numbers of all veterinarians performing sterilizations under this project.
- d) The total amount of DSHS grant funds spent on this project for the grant period of August 31, 2024 through August 30, 2025.

Exhibit J: Client Information must be completed for each dog and cat that is spayed or neutered. The information must be available to DSHS in the case of an audit or upon request.

Year 1

Exhibit J, Client Information

- a) Client name, address and phone number.
- b) Animal name, species, sex, breed, and color.

- c) Date of Sterilization, name of veterinarian and dollar amount.
- d) Name and signature of person completing the form.
- e) Use for the grant period of August 31, 2023 through August 30, 2024.

Year 2

Exhibit J, Client Information

- a) Client name, address and phone number.
- b) Animal name, species, sex, breed, and color.
- c) Date of Sterilization, name of veterinarian and dollar amount.
- d) Name and signature of person completing the form.
- e) Use for the grant period of August 31, 2024 through August 30, 2025.

Provide the services in compliance with all applicable federal and state statutes, regulations, standards and guidelines, including, but not limited to, the following:

- a) [Texas Health and Safety Code, Chapter 828, Dog and Cat Sterilization;](#)
- b) [Texas Administrative Code \(TAC\); Title 25, Health Services; Part 1, Department of State Health Services \(DSHS\); Chapter 169, Zoonosis Control; Subchapter E, Dog and Cat Sterilization; Rule §169.102,](#) DSHS Animal Friendly Account;
- c) DSHS reserves the right, where allowed by legal authority, to redirect funds in the event of financial shortfall. DSHS Program will monitor Contractor's expenditures on a quarterly basis. If expenditures are below that projected in Contractor's total contract amount as approved for this Program Attachment, Contractor's budget may be subject to a decrease for the remainder of the Program Attachment term.
- d) DSHS will monitor contractors' expenditures. A contractor's budget may be subject to a decrease for the remainder of the budget period if expenditure percentages are below the amount projected and determined by DSHS.