



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
ANIMAL WELFARE PROGRAM
28 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0028



AMANDA E. BEAL
COMMISSIONER

December 21st, 2021

To: Shelter Director / Shelter Management

From: Liam Hughes, Director of Animal Welfare for the State of Maine

Subject: Reporting of Shelter Statistics

The enclosed form must be filled out **after January 1st** and returned to AWP no later than **February 14th, 2022**. It is very important to complete this survey with as much accurate information as possible so we may focus our efforts to reduce euthanasia numbers in the State of Maine. Results of the survey will be posted on-line in March of 2022.

Please remember that according to the Animal Welfare rules, AWP shall require standardized reporting of statewide cat and dog intake and euthanasia numbers from licensed animal shelters that are required to keep and maintain such information in accordance with 01-001 CMR Chapter 701: Rules Governing Animal Welfare 1C. Shall submit a report on forms provided by the Department. If a shelter fails to provide the necessary information, it may result in an automatic failed inspection for 2022 and possible loss of any licenses or permits issued by the Animal Welfare Program.

If you have any questions about the survey, please contact me.

Thank you.

Liam R. Hughes
Director of Animal Welfare

LIAM HUGHES, DIRECTOR
ANIMAL WELFARE PROGRAM
90 BLOSSOM LANE, DEERING BUILDING



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ANIMAL WELFARE SHELTER SURVEY

Facility name: _____ Calendar Year: 2021

Physical Address: _____, ME Zip Code: _____

Mailing Address: _____, ME Zip Code: _____

Person Completing Survey: _____

Title/Position: _____

Shelter Phone #: _____

Alternate Phone # *(not for public use)*: _____

Shelter Email Address: _____

- This form is measuring the activity in your shelter, **not** a current inventory
- Wild animals are not counted in this survey.
- “Small animal” means a bird, reptile or amphibian or a small mammal, other than a cat or dog, commonly kept as a household pet
- Other should include any animals commonly found on a farm. Such as rabbits, goats and pigs.
- Euthanasia numbers should not include owner requested euthanasia’s.
- Returned animals should be counted as surrendered
- Please include Feral cat TnR programs in the Stray Category
- New additions to the survey
 - Transfer of animals from within Maine or from outside of Maine.

Also new this year, AWP is requesting your shelters Email address for emails from the department on updates on rules and regs, proposed legislation or alerts for animal health issues. we are also asking for an alternate phone number for Humane Agent use to directly contact the appropriate staff for emergencies.

Due February 14th 2022

ANIMAL INTAKE FOR 2021

	Dogs	Cats	Small Animal	Horse	Other/Livestock
Stray/Feral/At Large					
Seized by Law Enforcement					
Surrendered by Owner					
Transferred in Within Maine					
Transferred in From Outside Maine					
Born at shelter/Other Intake					
Total					

Please Include Feral Cat Programs in the Returned to Owner category.

ANIMAL OUTCOME FOR 2021

	Dogs	Cats	Small Animal	Horse	Other/Livestock
Returned to Owner/Guardian					
Returned to Field					
Adoptions					
Euthanasia					
Transferred out Within Maine					
Transferred out of Maine					
Died or Lost in Shelter/Care					
Total					

Due February 14th 2022

Please answer all questions below to the best of your ability. Write N/A or leave blank any questions that do not pertain to your facility. If you have any questions about this survey, please call our office.

SURVEY QUESTIONS

1. What is the most populous/common species or breed in your facility?

Cat Dog Other Type: _____

2. Are there species of animals that your shelter has had to work with that are outside your normal operation?

No

Yes

If yes, what types: _____

3. Does your animal shelter contract to municipalities for stray animals?

No

Yes

If yes, what towns: _____

4. What affect has COVID-19 had on your operations? (Please elaborate.)

5. Has your shelter implemented any programs or procedures that you found to be beneficial to shelter operations as a result of COVID-19?

6. Were there any trends that were noticed in your community that was different from years past?

IE: increased adoptions, increased surrenders, decreases in volunteers?

7. Does your facility have a formal MOU with county Emergency Management Agency for disaster response?

Y N

8. Does your facility have some sort of disaster plan to continue operations in a crisis?
(Non COVID-19 related)

Y N

9. Do you need help creating a disaster plan for shelter?

Y N

10. Does your facility offer spay and neutering to animals in your community?

Y N

11. Is your Spay and neuter clinic on sight?

Y N

12. Do you participate with the Maine Federation of Humane Societies?

Y N

13. Is there a program that your shelter is working on that has directly impacted animals in your community? (Non COVID-19 related)

Y N

Please elaborate or attach any information.

Please email completed form to: Animal.welfare@maine.gov
or Fax: 207-624-5028

Due February 14th 2022