To: James Reardon, Commissioner of Finance & Management  
From: Nathan Lavery, Fiscal Analyst  
Date: December 19, 2008  
Subject: JFO #2352, #2353, #2354, #2355, #2356, #2357, #2360, #2361, #2362, #2363, #2364, #2365, #2366

At the December 19, 2008 meeting of the Joint Fiscal Committee, the following grant requests were approved:

JFO #2352 — $807,500 grant from the U.S. Department of Health and Human Services to the Vermont Agency of Human Services - Department of Health.

JFO #2353 — $9,000 grant from the U.S. Environmental Protection Agency to the Agency of Natural Resource – Environmental Conservation.

JFO #2354 — $161,407 grant from the U.S. Department of Justice to the Department of Corrections.

JFO #2355 — $20,000 grant from the State Justice Institute to the Judiciary – Vermont Supreme Court.

JFO #2356 — $333,002 grant from the U.S. Department of Justice to the Judiciary – Court Administrator’s Office.

JFO #2357 — $212,408 grant from the U.S. Department of Justice to the Judiciary – Court Administrator’s Office.

JFO #2360 — $2,000,000 grant from Substance Abuse and Mental Health Services Administration to the Agency of Human Services – Department of Mental Health.

JFO #2361 — $21,000 grant from the State Justice Institute to the Judiciary.

JFO #2362 — $32,125 grant from the U.S. Department of Education to the Vermont Department of Education.

JFO #2363 — $166,160 grant from the Center for Applied and Special Technology to the Vermont Department of Education.
JFO #2364 — $12,000 grant from the National Governor’s Association to the Agency of Human Services – Department of Children and Families. *This grant was approved with the understanding that expenditure of the $9,885 in state funds, as originally proposed, was no longer considered necessary and would not occur.*

JFO #2365 — $19,140 donation from the Vermont Veterinary Medical Association (VVMA) to the Agency of Agriculture, Food and Markets.

JFO #2366 — $500,000 grant from the U.S. Department of Homeland Security to the Agency of Transportation – Department of Motor Vehicles.

In accordance with 32 V.S.A. §5, these grants were placed on the Joint Fiscal Committee agenda and subsequently approved by vote of the Committee. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Robert Hofmann, Secretary  
Wendy Davis, Commissioner  
Michael Hartman, Commissioner  
Stephen Dale, Commissioner  
Andrew Pallito, Acting Commissioner  
Armando Vilaseca, Commissioner  
Lee Suskin, Court Administrator  
Roger Allbee, Secretary  
David Dill, Secretary  
Bonnie Rutledge, Commissioner  
George Crombie, Secretary  
Laura Pelosi, Commissioner
To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: December 17, 2008
Subject: Grant Requests

Attached please find seven (7) requests which the Joint Fiscal Office recently received from the Administration:

**JFO #2360** — $2,000,000 grant from Substance Abuse and Mental Health Services Administration (SAMHSA) to the Agency of Human Services – Department of Mental Health. These grant funds will be used to improve access to mental health services for transition-aged (16-21 years) youth. The goal of this project is for these youth to have adequate preparation and the necessary supports to be productively engaged in the community and free from incarceration.

*JFO received 12/15/08*

**JFO #2361** — $21,000 grant from the State Justice Institute (SJI) to the Judiciary. These grant funds will be used to contract for consultant services to develop an action plan for strengthening the state court system’s foreign-language interpreter program, including meeting due process requirements and improving access to court-ordered programs and services.

*JFO received 12/15/08*

**JFO #2362** — $32,125 grant from the U.S. Department of Education to the Vermont Department of Education. These grant funds will be used to assist local operation agencies in implementing the interstate electronic exchange of migrant children’s records through the Migrant Student Information Exchange (MSIX). Implementation of MSIX is federally required.

*JFO received 12/15/08*

**JFO #2363** — $166,160 grant from the Center for Applied and Special Technology to the Vermont Department of Education. These grant funds will be used to provide training and technical assistance for assistance technology services to students with disabilities.

*JFO received 12/15/08*
JFO #2364 — $12,000 grant from the National Governor’s Association to the Agency of Human Services – Department of Children and Families. These grant funds will be used to host the Governor’s Summit on Poverty and Economic Opportunity. This grant provides support for technical assistance, planning, holding, and follow-up activities associated with the April 20, 2009 meeting.

[JFO received 12/15/08]

JFO #2365 — $19,140 donation from the Vermont Veterinary Medical Association (VVMA) to the Agency of Agriculture, Food and Markets. VVMA is donating a Companion Animal Medical Emergency Trailer (CAMEt) and associated supplies to house 50 dogs and cats in case their owners are relocated during an emergency. The value of this item represents the cumulative value of the vehicle and supplies, as well as the cost of transporting the CAMEt to Vermont.

[JFO received 12/15/08]

JFO #2366 — $500,000 grant from the U.S. Department of Homeland Security to the Agency of Transportation – Department of Motor Vehicles. These grant funds will be used to fund enhancements to offset costs associated with implementation of the Enhanced Driver’s License / Identification Card, including meeting Real ID requirements.

[JFO received 12/15/08]

The Joint Fiscal Office has reviewed these submissions and determined that all appropriate forms bearing the necessary approvals are in order.

Because the current Joint Fiscal Committee may not meet again prior to the onset of the legislative session, the Committee may wish to consider action on these items prior to the exhaustion of the 30 day review period.
STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM

Grant Summary: This is a donation of a Companion Animal Medical Emergency Trailer (CAMET) stocked with emergency supplies which will be used to house dogs and cats that need to be relocated in a declared emergency.

Date: 12/2/2008

Department: Agriculture Food and Markets

Legal Title of Grant: Companion Animal Mobile Equipment Trailer

Federal Catalog #: N/A

Grant/Donor Name and Address: Vermont Veterinary Medical Association (VVMA)

Grant Period: From: 11/14/2008 To: 12/31/2008

Grant/Donation 19,140

Grant Amount: $19,140 $ $ $19,140 The value of this donation is the cost to VVMA to acquire and get this trailer delivered to Vermont.

Position Information: # Positions Explanation/Comments
0

Additional Comments:

Department of Finance & Management (Initial)
Secretary of Administration 12/17/08 (Initial)

Sent To Joint Fiscal Office RECEIVED 12/15/08 Date

RECEIVED DEC 15 2008

JOINT FISCAL OFFICE

Department of Finance & Management Version 1.1 - 10/15/08
Memorandum

To: Toni Hartrich
From: Mary Morrison
Date: 11/25/2008
Re: AA-1

Here is AA-1 for the donated trailer. If you need more information, please let me know.

Thanks.
### STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE

**BASIC GRANT INFORMATION**

1. **Agency:** Agency of Agriculture, Food & Markets
2. **Department:**
3. **Program:** Companion Animal Mobile Equipment Trailer
4. **Legal Title of Grant:**
5. **Federal Catalog #:** n/a

#### 6. Grant/Donor Name and Address:

Vermont Veterinary Medical Association (VVMA)

**Grant Period:**

- **From:** 11/14/2008
- **To:** 12/31/2008

**8. Purpose of Grant:**

VVMA is donating a Companion Animal Medical Emergency Trailer (CAMEF) completely stocked with emergency supplies to house 50 dogs and cats in case their owners are relocated during an emergency.

**9. Impact on existing program if grant is not Accepted:**

No impact on existing programs. The Pets Evacuation and Transportation Act of 2006 (an amendment to the Stafford Act) requires states to provide animal sheltering for companion animals in case of relocation of their owners during a declared emergency in order to be reimbursed by FEMA.

#### 10. BUDGET INFORMATION

<table>
<thead>
<tr>
<th></th>
<th>SFY 1 FY 2009</th>
<th>SFY 2 FY</th>
<th>SFY 3 FY</th>
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<tr>
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<tr>
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</tr>
<tr>
<td>Other Funds</td>
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<tr>
<td>Grant (source Vermont Veterinary Medical Association)</td>
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<td>$</td>
<td>$</td>
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<td><strong>Total</strong></td>
<td>$19140</td>
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</tbody>
</table>

**Appropriation No:** 2200020000  **Amount:** $19140
STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE

$  
$  
Total $  

PERSONAL SERVICE INFORMATION

11. Will monies from this grant be used to fund one or more Personal Service Contracts?  [ ] Yes  [x] No

If “Yes”, appointing authority must initial here to indicate intent to follow current competitive bidding

Appointing Authority Name: ____________________________  Agreed by: ______________________ (initial)

12. Limited Service Position Information:

<table>
<thead>
<tr>
<th># Positions</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Positions

12a. Equipment and space for these positions:

[ ] Is presently available.  [ ] Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee Approval of this grant:

Signature: ____________________________  Date: __________

Title: ____________________________

14. ACTION BY GOVERNOR

[ ] Check One Box: Accepted

[ ] Rejected

(Governor’s signature)  Date: __________

15. SECRETARY OF ADMINISTRATION

[ ] Check One Box: Request to JFO

[ ] Information to JFO

(Secretary’s signature or designee)  Date: __________

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

[ ] Request Memo  [ ] Request Memo

[ ] Dept. project approval (if applicable)  [ ] Dept. project approval (if applicable)

[ ] Notice of Award  [x] Notice of Donation (if any)

[ ] Grant Agreement  [ ] Grant (Project) Timeline (if applicable)

[ ] Grant Budget  [ ] Request for Extension (if applicable)
November 25, 2008

The Honorable Roger Albee
Secretary
Agency of Agriculture, Food & Markets
116 State Street
Montpelier, VT 05620

Dear Secretary Albee,

The 315 members of the Vermont Veterinary Medical Association (VVMA) are pleased to donate a new Companion Animal Medical Emergency Trailer (CAMET) to the state of Vermont. The funds for this trailer were provided to us by a grant from the American Veterinary Medical Foundation.

The 2008 white Diamond Cargo CAMET Trailer, Serial Number 9180, Model BN 716TA, has been built to SART specifications, and is valued at $17,500. With delivery charges from North Carolina, the total value is $19,140.

This CAMET trailer will enable the VAAFM to continue its critical efforts to enhance disaster response in Vermont by having communications capabilities and supplies necessary to respond to emergencies involving small animals.

I would also like to take this opportunity to acknowledge and thank your staff for their efforts which made this contribution possible.

If you have any questions regarding this contribution, please do not hesitate to call me.

Sincerely,

Kathryn A. Finnie
Executive Director
NORTH CAROLINA
STATE ANIMAL RESPONSE TEAM

-Invoice-

Vermont Veterinary Medical Association
88 Beech Street
Essex Junction, Vermont 05452

Description

ICAMET Trailer
Make: Diamond Cargo Trailer
Serial Number: 9180 VIN #
Model: N716TA
Year: 2008
Color: White

Price: $17,500 per CAMET, FOB Raleigh, NC 27636
Delivery Charge: 820 miles x $2.00/mile = $1,640.00

Total: $19,140.00 for 1 CAMET Trailer built to SART specifications

Payment due at time of completion/delivery

Prepared by Chester Lowder
NC SART
PO Box 33038
Raleigh, NC 27636

Shipping Address: NC SART
3301 Glenwood Avenue
Raleigh, NC 27612
**CAMET by NC SART**

Companion Animal Mobile Equipment Trailers

Immediate shelter where you need it, when you need it, for Companion Animals

Mobile Equipment to meet the requirements of the PETS Act of 2006. Provides the necessary mobile infrastructure, technical support and standardized forms for collocation sheltering.
CAMET – Companion Animal Mobile Equipment Trailer

- Requires ½ ton truck with electric brakes and 10,000 pound hitch -

**CAMET Benefits**

- Immediately Deployable
- Meets EMAC Guidelines
- High Visibility
- Multi Use
- Easy Inventory
- Self Powered

**Standard Equipment**

- **45 Large Folding Cages/Crates**
- **15 Medium Folding Cages/Crates**
- **5 kW Generator**
- **2 First Aid Kits**
- **Pressure Washer**
- **Shop Vacuum**
- **6 mil Sheet Plastic**
- **50’ Water Hose**
- **3 ea 50’ Power Cords**

**Trailer Contents**

- 8 ½ x 11 Poly envelopes for cages
- Animal intake registration forms
- Tab band collars for animal identification
- Colored wrist bands for owner identification
- Registration log book
- Polaroid camera and 10 film cassettes
- Cable ties for envelopes on animal cages
- Flashlight
- Plastic 100 x 16 or 20 feet wide to line walls
- Corrugated mat 100 foot rolls for center aisle
- Painter's tape for plastic on walls
- Disposable rubber gloves - pairs
- Buckets
- Scrub brushes
- Pooper scoopers
- Trash containers
- Garbage bags
- Boxes of plastic bags for feces pick up
- Hand Washing Station
- Quaternary disinfectant - bottle
- Bleach - bottle
- Spray bottles for cleaning cages/crates
- Litter boxes
- Litter scoops
- Cat litter - pounds
- Orange cone for inside walking area
- Cages/Crates - large: 48” X 30” X 36
- Cages/Crates - medium: 30” X 19” X 22
- Bowls
- Spoons/measuring cups to scoop food
- Can opener
- Hose to clean walking area - ½” X 50
- Mop
- Mop bucket with wringer
- Shop Vacuum
- Pressure Washer
- Jack Stands (pair)
- Animal Control Pole
- Handling gloves
- 5 kW Generator
- Gas can for generator
- Telescoping work light
- First Aid Kit (for volunteers and pets)

**Trailer Features**

- Standardized 7’ x 16’
- Dual Axles
- 10,000 lb GVW
- Electric Brakes
- 5000 lb ramp door
- Side Door
- Internal Power and Lighting
- Built in Shelving
STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM

Grant Summary: This is a donation of a Companion Animal Medical Emergency Trailer (CAME) stock with emergency supplies which will be used to house dogs and cats that need to be relocated in a declared emergency.

Date: 12/2/2008

Department: Agriculture Food and Markets

Legal Title of Grant: Companion Animal Mobile Equipment Trailer

Federal Catalog #: N/A

Grant/Donor Name and Address: Vermont Veterinary Medical Association (VVMA)

Grant Period: From: 11/14/2008 To: 12/31/2008

Grant/Donation 19,140

<table>
<thead>
<tr>
<th>SFY 1</th>
<th>SFY 2</th>
<th>SFY 3</th>
<th>Total</th>
<th>Comments</th>
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<tbody>
<tr>
<td>$19,140</td>
<td>$</td>
<td>$</td>
<td>$19,140</td>
<td>The value of this donation is the cost to VVMA to acquire and get this trailer delivered to Vermont.</td>
</tr>
</tbody>
</table>

Grant Amount: $19,140

Position Information: # Positions | Explanation/Comments
0 | |

Additional Comments:

Department of Finance & Management (Initial)
Secretary of Administration (Initial)
Sent To Joint Fiscal Office

Received December 15, 2008

Joint Fiscal Office

DEC 15 2008

DEC 2 2008
Memorandum

To: Toni Hartrich
From: Mary Morrison
Date: 11/25/2008
Re: AA-1

Here is AA-1 for the donated trailer. If you need more information, please let me know.

Thanks.
BASIC GRANT INFORMATION

1. Agency: Agency of Agriculture, Food & Markets
2. Department: 
3. Program: Companion Animal Mobile Equipment Trailer
4. Legal Title of Grant: 
5. Federal Catalog #: n/a

6. Grant/Donor Name and Address:
   Vermont Veterinary Medical Association (VVMA)


8. Purpose of Grant:
   VVMA is donating a Companion Animal Medical Emergency Trailer (CAMET) completely stocked with emergency supplies to house 50 dogs and cats in case their owners are relocated during an emergency.

9. Impact on existing program if grant is not Accepted:
   No impact on existing programs. The Pets Evacuation and Transportation Act of 2006 (an amendment to the Stafford Act) requires states to provide animal sheltering for companion animals in case of relocation of their owners during a declared emergency in order to be reimbursed by FEMA.

10. BUDGET INFORMATION

<table>
<thead>
<tr>
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<th>SFY 3</th>
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<td>Personal Services</td>
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<tr>
<td>Operating Expenses</td>
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<td>Grant (source Vermont Veterinary Medical Association)</td>
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   Appropriation No: 2200020000  Amount: $19140

Department of Finance & Management
Version 1.1_ 9/15/08
Page 1 of 2
STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE  
(Form AA-1)

PERSONAL SERVICE INFORMATION

11. Will monies from this grant be used to fund one or more Personal Service Contracts? □ Yes ☒ No

If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding:

Appointing Authority Name: ____________________________
Agreed by: ____________________________ (initial)

12. Limited Service Position Information:

<table>
<thead>
<tr>
<th># Positions</th>
<th>Title</th>
</tr>
</thead>
</table>

Total Positions

12a. Equipment and space for these positions:

| Space Available? | Yes ☐ No ☒ |

13. AUTHORIZATION AGENCY/DEPARTMENT

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee Approval of this grant:

Signature: ____________________________
Title: ____________________________

14. ACTION BY GOVERNOR

☑ Check One Box: Accepted

(Governor’s signature) 12/15/08

☐ Rejected

Date:

15. SECRETARY OF ADMINISTRATION

☑ Check One Box: Request to JFO

(Secretary’s signature or designee) 12/17/08

☐ Information to JFO

Date:

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

☐ Request Memo  ☐ Request Memo
☐ Dept. project approval (if applicable)  ☐ Dept. project approval (if applicable)
☐ Notice of Award  ☒ Notice of Donation (if any)
☐ Grant Agreement  ☐ Grant (Project) Timeline (if applicable)
☐ Grant Budget  ☐ Request for Extension (if applicable)

End Form AA-1
The Honorable Roger Albee  
Secretary  
Agency of Agriculture, Food & Markets  
116 State Street  
Montpelier, VT 05620  

Dear Secretary Albee,  

The 315 members of the Vermont Veterinary Medical Association (VVMA) are pleased to donate a new Companion Animal Medical Emergency Trailer (CAMET) to the state of Vermont. The funds for this trailer were provided to us by a grant from the American Veterinary Medical Foundation.  

The 2008 white Diamond Cargo CAMET Trailer, Serial Number 9180, Model BN 716TA, has been built to SART specifications, and is valued at $17,500. With delivery charges from North Carolina, the total value is $19,140.  

This CAMET trailer will enable the VAAFM to continue its critical efforts to enhance disaster response in Vermont by having communications capabilities and supplies necessary to respond to emergencies involving small animals.  

I would also like to take this opportunity to acknowledge and thank your staff for their efforts which made this contribution possible.  

If you have any questions regarding this contribution, please do not hesitate to call me.  

Sincerely,  

Kathryn A. Finnie  
Executive Director
North Carolina
State Animal Response Team

-Invoice-

Vermont Veterinary Medical Association
88 Beech Street
Essex Junction, Vermont 05452

Description

ICAMET Trailer
Make: Diamond Cargo Trailer
Serial Number: 9180
Model: BN 716TA
Year: 2008
Color: White

Price: $17,500 per ICAMET, FOB Raleigh, NC 27636
Delivery Charge: 820 miles x $2.00/mile = $1,640.00
Total: $19,140.00 for 1 CAMET Trailer built to SART specifications

Payment due at time of completion/delivery

Prepared by Chester Lowder
NC SART
PO Box 33038
Raleigh, NC 27636

Shipping Address: NC SART
5301 Glenwood Avenue
Raleigh, NC 27612
Providing prevention response & recovery for animal emergencies

**CAMET by NC SART**

Companion Animal Mobile Equipment Trailers

Immediate shelter where you need it, when you need it, for Companion Animals

Mobile Equipment to meet the requirements of the PETS Act of 2006. Provides the necessary mobile infrastructure, technical support and standardized forms for collocation sheltering.
CAMET – Companion Animal Mobile Equipment Trailer

- Requires 1/4 ton truck with electric brakes and 10,000 pound hitch -

**CAMET Benefits**
- Immediately Deployable
- Meets EMAC Guidelines
- High Visibility
- Multi Use
- Easy Inventory
- Self Powered

**Standard Equipment**
- 45 Large Folding Cages/Crates
- 15 Medium Folding Cages/Crates
- 5 kW Generator
- 2 First Aid Kits
- Pressure Washer
- Shop Vacuum
- 6 mil Sheet Plastic
- 50’ Water Hose
- 3 ea 50’ Power Cords

**Trailer Contents**

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.5 x 11 Poly envelopes for cages</td>
<td>200</td>
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<tr>
<td>Animal intake registration forms</td>
<td>250</td>
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<tr>
<td>Tab band collars for animal identification</td>
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<tr>
<td>Colored wrist bands for owner identification</td>
<td>1250</td>
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<tr>
<td>Registration log book</td>
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<td>Pinhole camera and 10 film cassettes</td>
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<tr>
<td>Cable ties for envelopes on animal cages</td>
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<td>Flashlight</td>
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<td>Plastic 100 x 16 or 20 feet wide to line walls</td>
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<td>Corrugated mat 100 foot rolls for center aisle</td>
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<td>Painter’s tape for plastic on walls</td>
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<td>Disposable rubber gloves - pairs</td>
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<tr>
<td>Buckets</td>
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<td>Scrub brushes</td>
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<td>Pooper scoopers</td>
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<td>2</td>
</tr>
<tr>
<td>Garbage bags</td>
<td>50</td>
</tr>
<tr>
<td>Boxes of plastic bags for feces pick up</td>
<td>5</td>
</tr>
<tr>
<td>Hand Washing Station</td>
<td>1</td>
</tr>
<tr>
<td>Quaternary disinfectant - bottle</td>
<td>1</td>
</tr>
<tr>
<td>Bleach - bottle</td>
<td>1</td>
</tr>
<tr>
<td>Spray bottles for cleaning cages/crates</td>
<td>2</td>
</tr>
<tr>
<td>Litter boxes</td>
<td>5</td>
</tr>
<tr>
<td>Litter scoops</td>
<td>5</td>
</tr>
<tr>
<td>Cat litter - pounds</td>
<td>100</td>
</tr>
<tr>
<td>Orange cone for inside walking area</td>
<td>1</td>
</tr>
<tr>
<td>Cages/Crates - large - 48” x 30” x 36”</td>
<td>45</td>
</tr>
<tr>
<td>Cages/Crates - medium 30” x 19” x 22”</td>
<td>15</td>
</tr>
<tr>
<td>Bowls</td>
<td>50</td>
</tr>
<tr>
<td>Spoons/measuring cups to scoop food</td>
<td>2</td>
</tr>
<tr>
<td>Can opener</td>
<td>2</td>
</tr>
<tr>
<td>Hose to clean walking area - 1” x 50’</td>
<td>1</td>
</tr>
<tr>
<td>Mop</td>
<td>1</td>
</tr>
<tr>
<td>Mop bucket with wringer</td>
<td>1</td>
</tr>
<tr>
<td>Shop Vacuum</td>
<td>1</td>
</tr>
<tr>
<td>Pressure Washer</td>
<td>1</td>
</tr>
<tr>
<td>Jack Stands (pair)</td>
<td>2</td>
</tr>
<tr>
<td>Animal Control Pole</td>
<td>1</td>
</tr>
<tr>
<td>Handling gloves</td>
<td>2</td>
</tr>
<tr>
<td>5 kW Generator</td>
<td>1</td>
</tr>
<tr>
<td>Gas can for generator</td>
<td>1</td>
</tr>
<tr>
<td>Telescoping work light</td>
<td>2</td>
</tr>
<tr>
<td>First Aid Kit (for volunteers and pets)</td>
<td>2</td>
</tr>
</tbody>
</table>

**Trailer Features**
- Standardized 7’ x 16’
- Dual Axles
- 10,000 lb GVW
- Electric Brakes
- 5000 lb ramp door
- Side Door
- Internal Power and Lighting
- Built in Shelving