



***STATE ANIMAL RESPONSE TEAM (SART)  
And  
PETsMART CHARITIES, INC.***

***STATEWIDE EMERGENCY PREPAREDNESS INITIATIVE  
REQUEST FOR STATE PARTICIPATION***

***I. INTRODUCTION:***

SART is a national leader in the implementation of NIMS/ICS as a means for managing animal emergencies. SART has received funding from PETsMART Charities, Inc. to promote replication of the SART model in additional states in 2006. Key characteristics of the SART model include:

- SART is a public-private partnership of unified preparation and response for animal emergencies.
- SART integrates multiple governmental organizations, non-profit agencies, skilled practitioners, and individual volunteers in addressing the common need for a cohesive, effective approach to animal related events and zoonotic diseases.
- As a non-profit organization, SART serves as a networking agent and allows privately raised donations to support this process.
- SART promotes and supports the creation and training of County Animal Response Teams (CART) on the local level.
- The model is based on the principles of the NIMS/Incident Command System (ICS), used by federal and state governments to manage almost all emergencies in the United States.
- SART is designed to address all types of animal emergency issues, whether involving companion animals, livestock, natural disasters, livestock disease outbreaks or intentional acts of terror.

## ***II. PARTICIPATION CRITERIA:***

States interested in the State Animal Response Teams (SART) national training initiative and association must agree to comply with these minimum participation requirements:

1. Maintain leadership representation of organized veterinary medicine, state emergency management, the state veterinarian, and USDA personnel in all ongoing activities.
2. Adopt SART/CART/ICS model for disaster preparedness and response.
3. Host a statewide “Building a state animal response team” session among stakeholders.
4. Establish executive committee/board structure including leadership representation of key state organizations.
5. Establish an independent SART-like organization (may operate SART model under umbrella organization for up to two years).
6. Submit written plan with measurable goals and endorsement of lead organizations.
7. Establish written fundraising plan to generate support within participating state.
8. Participate in annual training, certification and re-certification if provided by SART.
9. Identify eligible personnel in their state for consideration as trainers and/or technical consultants for other participating states.

### ***III. BECOMING A STATE ANIMAL RESPONSE TEAM:***

Qualified states would participate in a six-month implementation process that includes the following components:

- 1. Three-month individual state “Needs Assessment” and design phase.**

During this period, a state steering committee of at least five members will be established to interact with SART Summit trainers, helping customize the presentation to their state’s needs, developing an invitation list and providing local logistics for the SART Summit. Steering Committee Agencies will include:

  - a. State Department of Agriculture
  - b. Veterinary medical association(s)
  - c. State emergency management agency
  - d. State university extension/veterinary colleges
  - e. USDA Emergency personnel
  
- 2. Two-day comprehensive “SART Summit” seminar to include all key stakeholders.**

These two-day seminars can accommodate up to one hundred persons from the participating state, and include three months of pre-Summit assessment and preparation, and six months of follow-up to support state implementation. These summits will utilize the pre-Summit training, on line assessment of agencies and persons to attend to measure expectations and capabilities, explain the SART state and local model, give ICS agency training, exercise this interagency model around a Foot and Mouth disease scenario, reorient attendance around functional ICS units to respond to a FAD and then challenge them to develop a this team approach to all animal emergencies in there state.
  
- 3. Implementation consultation for three-month period following the Summit.**

SART will serve as national resources for participating states. This implementation phase includes access to SART Summit personnel via telephone and email, as well as web-enabled access to national resources. This will include a toll-free help-line (1-888-989-SART), a national website platform ([www.sartusa.org](http://www.sartusa.org)), and training materials to support implementation.

**The fee to states for this program is \$20,000, inclusive of all aspects, which will be matched dollar for dollar under a grant from PETsMART Charities, Inc. An additional access fee will be charged for enrollment on [www.sartusa.org](http://www.sartusa.org). Interested states should respond in writing no later than April 30, 2006 by completing the following application form. Please address all inquiries to:**

**Dr. Leonard S. Bull, PhD, PAS**  
**Executive Director**  
**SARTUSA**  
**P.O. Box 33038**  
**Raleigh, NC 27636-5212**

**Email: [infonc@sartusa.org](mailto:infonc@sartusa.org)**

**1-888-989-SART**

**STATE ANIMAL RESPONSE TEAM (SART)  
And  
PETSMART CHARITIES, INC.**

**STATEWIDE EMERGENCY PREPAREDNESS INITIATIVE  
APPLICATION FORM**

State \_\_\_\_\_

Application Agency \_\_\_\_\_

Contact Person \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (Work) \_\_\_\_\_

Phone (Other) \_\_\_\_\_

FAX \_\_\_\_\_

E-mail \_\_\_\_\_

I, the undersigned, agree to the terms of participation outlined in this Request for State Participation, and have the authority to enter into a financial agreement with SART to undertake the training program described herein if selected.

Name \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## **SUBMISSION GUIDELINES**

Interested parties are invited to submit a written proposal in response to this RFP. The application deadline is **5:00 pm, Friday April 30, 2006**. Applications must be sent via e-mail to [infonc@sartusa.org](mailto:infonc@sartusa.org) by the date and time indicated. Applicants must follow the guidelines below by addressing in full questions 1-5, providing a clear written response. Applications that fail to follow these guidelines will not be considered:

1. Applicant shall demonstrate an understanding of SART's mission, organization and various stakeholder groups.
2. Applicant shall completely describe the planning process that has been, or will be used in their state to form a State Animal Response Team, including any meetings held, accomplishments and a statewide plan, if developed.
3. Applicant shall indicate members, agency affiliations and commitment of a SART planning team.
4. Applicant shall indicate the organizational structure of a proposed SART, as well as future funding sources.
5. Applicant shall indicate the source of \$20,000 matching funds (attach a letter of commitment if possible)
6. Proposals shall be no longer than 4 single-spaced typed pages plus the Application Form. No Appendices or supporting documents other than letters of commitment are permitted.

### **Questions**

Questions can be e-mailed to SART at [infonc@sartusa.org](mailto:infonc@sartusa.org). SART will respond within 24 hours.