



Note from the Executive Director

During 2017, Circle Tail celebrated 20 years of helping dogs who help people. I realized the day would come when we would celebrate 20 years. I just didn't realize how fast it would come. Circle Tail received its name because I believe every dog has a purpose, whether becoming a service/hearing dog, an in-home service/hearing dog, a therapy dog, or a loving pet. Finding the right job for each individual dog will make for a happy dog, and when a dog's tail wags in a circle, they're happy. Along with happy dogs, a founding principle was always to make assistance dogs affordable for everyone. We continue that today by providing our service/hearing dogs at no charge to the individual.

Our prison program has grown and changed over the last 20 years, but we continue to use the prison program to raise and train more pups/dogs and provide an opportunity for inmates to develop life skills and potential career paths when they return to society. Our community foster program provides real life experience to our dogs either through full time or weekend fostering. With strong community support, our pups/dogs are socialized in schools, businesses, the airport and the zoo.

Our vision for how we acquire our dogs has changed over the years. Originally, all our dogs were obtained from shelters, rescues, or owners who needed to surrender their dog. However, thanks to effective spay/neuter initiatives and microchipping, the number of dogs who end up in shelters and rescues who also have potential for service work has decreased. We now look to more purpose bred dogs for our program: acquiring dogs from breeders, the Assistance Dogs International breeding cooperative, and we are starting on a new path to breed our own service dogs so we can provide more people with dogs who will change their lives. We started out in an old barn with a couple of dogs; now in 2017, we have a service/hearing dog kennel, training & education center, an average of 50 pups/dogs in the service/hearing dog program, and the grounds have never looked better.

We have achieved a slow and steady growth in partnering more dogs as full public access hearing and service dogs. In 2017, we included our *new initiative* of training and placing Diabetes Alert Dogs (DAD). We were pleased to place one DAD this year and to continue to impact more lives in our community as we raise, socialize and train these dogs.

I am thrilled that Circle Tail has come so far and has a bright future ahead. So many people are part of that future right now and I thank everyone for helping Circle Tail help dogs who help people and for being part of my dream.

Executive Director, Circle Tail, Inc.



Report of Activities - 2017

Background

Circle Tail, Inc. was established in February 1997 and received its advanced ruling from the IRS showing Federal 501 (c)(3) non-profit status in November 1997 (EIN: 31-1516490; DLN: 17053349711041). *Circle Tail received its final determination as a non-profit public charity on January 11, 2002.*

Circle Tail is a multi-faceted organization that:

- Provides high quality service and hearing dogs to people with disabilities. These dogs and the recipient training are provided at no charge to the individual.
- Provides in-home service and hearing dogs to adults with disabilities as well as in-home companion dogs to children with disabilities at a minimal charge.
- Provides adoption options for career changed service/hearing dogs.
- Strengthens and promotes the human-canine bond in the community by providing a variety of dog training classes, Pet First Aid/CPR classes and educational programs for the general public.



Administrative

Throughout the year, the Circle Tail Board of Directors was comprised of between 8 - 10 members. The Board conducted 8 board meetings with an average of 90% attendance at each meeting. Five vacant board positions remained at the end of 2017.

Board of Directors Roster as of 12/31/17

Name	Affiliation	Role
Marlys Staley	Executive Director Circle Tail	Executive Director (Ex-officio)
Guy Guckenberger	Hamilton County Judge (Retired)	Vice President
Scott Keating	Sr. Manager - Supply Chain and Logistics Cincinnati Bell	Member
Jennifer Kiblinger	Scientific Affairs Manager Diapharma	President
Lois Lannigan	Retired	Member
Nathalie Pottier	General Manger, IT Quality Kroger	Member
Kathleen Putman	Petz Wash Groomer	Member
Cathy Snider	Ph.D. Medicinal Chemistry (Retired)	Member
Caren Welborne	Senior Project Manager World Clinical Trials	Secretary

Monthly e-newsletters were sent out to over 5,000 supporters to keep them current on events and happenings at Circle Tail. Circle Tail further reached its supporters through social media including Facebook, Twitter, and Instagram thereby increasing the number of followers on each of those platforms. We also have closed Facebook groups to keep our fosters and volunteers up to date on Circle Tail events and training tips.

We continue to be an accredited organization and active voting member of Assistance Dogs International (ADI). Circle Tail is very proud of this distinction, as we are one of only 68 accredited organizations in the United States.

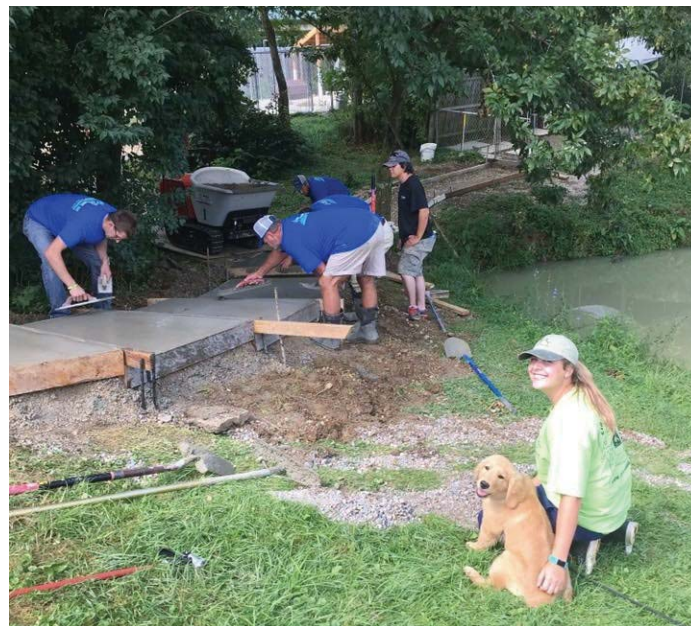
Circle Tail remains a member of the International Association of Assistance Dog Partners (IAADP), Little Miami Chamber of Commerce, and United Pet Fund. Circle Tail's Executive Director and dog trainer is a member of the International Association of Canine Professionals (IACP) and serves on the IACP Certification Committee. She also continues to be an AKC Canine Good Citizen® Evaluator and a certified PetTech® PetSaver™ Instructor.

Facility Improvement

Thanks to funding provided by the Landen Family Foundation, more campus improvements continued this year. We were able to erect small shelters for each of the camp yards. These will help provide shade in the summer and a dry place to stay for pop up rain or snow showers. Gravel for the play yards and driveway led to less mud around the campus this year and rubber matting made the service dog kennel porch and play yard safer. Additional sidewalks were put in going from the driveway to the camp yards and to the back area of the kennel. A small bridge was also added across a water run-off area. These improvements have helped keep our staff, volunteers, and dogs cleaner, safer and drier!

To help keep the Circle Tail grounds and buildings well maintained, we obtained a new zero turn riding mower, pressure washer, chain saw and other equipment. Several of our volunteers really enjoyed working with the new equipment.

We were so pleased to have all of these upgrades that made Circle Tail a more inviting and safer place for the humans and dogs this year.



Dog Statistics

Number of dogs being cared for on 1/1/17 was 59: Service/hearing dog program-51, dog adoption program-4 and residents-4.

Number of dogs being cared for on 12/31/17 was 61: Service/hearing dog program-56, dog adoption program-2 and residents-3.

Total intake for the year was 71.

DOG INTAKE

Type	Intake	% of 2017 Intake
Shelter/ Rescue Groups	20	28.1%
Family Release	6	8.5%
Strays	0	0%
Born @ CT	12	16.9%
Breeder Donated	3	2.8%
Breeder Purchased	25	35.2%
Assistance Dogs International Breeding Co-op	6	8.5%
Total	71*	100%

* Puppy counted twice, born at CT was donated.

	IN	OUT
Current in System as of 1/1/17	59	0
Intake	71	0
Partnered In Public Service Dogs	0	4
Adopted/ In-home Assistance/ Companion Dog/Therapy	0	1
Expired	0	1
Adoption	0	63

Total IN	130	0
Total OUT	0	69

Current in system as of 12/31/17: 61



Intake by Breed

Breed	Counts	%		Counts	%
Purebreds			Mixes		
Golden Retriever	24	50%	German Shepherd Mix	17	68%
Labrador Retriever	23	49%	Labrador Retriever Mix	7	28%
Irish Wolfhound	1	1%	Terrier Mix	1	1%
Total Purebreds	48		Total Mix Breeds	25	

ADOPTION HISTORY

Adoptions for 2017: 63

Total Adoptions since 1999: 3,743

	2016		2017
Jan	3	Jan	6
Feb	8	Feb	3
Mar	3	Mar	2
Apr	14	Apr	6
May	5	May	10
Jun	1	Jun	7
July	12	July	5
Aug	19	Aug	12
Sep	4	Sep	3
Oct	10	Oct	0
Nov	2	Nov	5
Dec	2	Dec	4
Total	83	Total	63

Service/Hearing Dog Program

PARTNERED:

Assistance 4 dogs - 0 Hearing, 4 Service (1 DAD)
 In-home Assistance 0 dogs - 0 Hearing, 0 Service
 In-home Companion 0 dogs
 Therapy 1 dogs
 Detection 0 dogs
 Therapy Certified 1 dogs

Working as of: 12/31/17

Public Assistance Dogs	Total Placed	Working	% Working
Service	52	17	32.6%
Hearing	23	6	26%
Seizure	3	0	0%
Psych	13	1	7%
Total Public Access SD	91	24	26%

In-home Service Dogs	Total Placed	Working	% Working
Service/Hearing	55	46	83%
Companion	17	15	88%
Therapy/Facility	42	33	78%
USDA/Detection	8	7	87%
Therapy Certified	4	4	100%
Total In-home	126	105	83%



- Four service dogs including 1 DAD were partnered this year. In addition, 1 adopted dog went to work at a probate court in northern Ohio
- A total of 91 service/hearing dog teams, 72 in-home service/hearing/companions and 42 Therapy dogs have been partnered since Circle Tail's inception.
- Two Assistance Dogs International Public Access Tests were completed by Circle Tail assistance dog teams.
- One American Kennel Club Canine Good Citizen® Test was conducted. 10 person/dog teams were tested, including several service dogs in training. One Assistance Dog Team and one therapy dog team successfully completed the test.
- An assistance dog outing was once again held at the Greater Cincinnati/Northern Kentucky Airport. Eleven service/hearing dog teams and dogs in training participated in the outing. The participants had the opportunity to experience going through security, riding on the tram, navigating a variety of odd surfaces and getting seated on a plane, all with their dog.
- Nine service dogs in training participated in the AVCO service dog eye exams at MedVet. This is a free service provided once a year to the service dog community. In addition to the eye exam, the dogs received a check up by different specialty veterinarians including cardiac, orthopedic, dermatology and general medicine. All dogs passed their testing except for one Golden Retriever who was subsequently career changed and adopted into a pet home.



ADI Breeding Cooperative:

In the last quarter of 2014, Circle Tail became a member of Assistance Dogs International (ADI) Breeding Cooperative (ABC). This Cooperative consists of ADI members who either have large or small breeding programs, those who would like to assist organizations who have breeding programs by whelping litters for them, or those who would just like to receive puppies when available. Circle Tail joined at the Host Level which enables us to assist the cooperative by whelping litters from other organizations. This year we received 6 pups through the cooperative. This is double the amount of pups we received in 2016. We also were able to host an ABC whelp for nearby service dog organization ICAN. Dezzie came to Circle Tail and produced 8 lovely pups. Circle Tail was then allowed to keep 3 of these pups for service work or potential breeding (not in the 6 pup count from ABC). Also, 3 other ABC dogs acquired previously were placed as service dogs. This year, ABC mandated that all organizations join the International Working Dog Registry (IWDR) so that all ABC pups/dogs would be in this database. The database will help ABC make better breeding decisions so that we can hopefully continue to breed better assistance dogs for the community. One of Circle Tail's long time volunteers has taken on this responsibility of keeping the IWDR database for Circle Tail dogs updated.



Dog Adoption Program

- Since 1999, Circle Tail has adopted over 3600 dogs and puppies into new homes.
- 110 dogs were taken into Circle Tail in 2016.
- 83 dogs were adopted.
- 1 dog was returned, which reflects a < 1% return rate.
- Eight dogs were added to our website as a community service under “courtesy posting” to assist them in finding new homes.
- 0 pups/dogs expired due to health reasons and we had no euthanasia.
- 55% of dogs taken in came from shelters or other rescue groups; 10% were family released; 2% were strays.
- As of 12/31/16 there were 4 dogs in our dog adoption program.
- The adoption committee was comprised of 2 volunteers who helped match the dogs with their new adoptive families.

Notable adopted dogs:

- Dao, a Golden Retriever, made a journey to Portage Ohio to work at the Portage County probate court.



Inmate/Canine Educational Development and Training Program

- The Inmate/Canine program was comprised of two Ohio Correctional Institutions, including Dayton (DCI) and the Ohio Reformatory for Women (ORW). Both are women's facilities and both programs house 14 dogs each. The dogs are housed, cared for and trained by the inmates at the correctional facilities.
- One of the Circle Tail teams, Nancy and Clem, participated in the Handler Appreciation Day hosted at DCI. Nancy detailed how her service dog helps her on a daily basis and how the women who helped with his training are doing a beneficial service to others.
- Circle Tail piloted a dog program at Warren Correctional Institute from March to September. Due to handler turn over and lack of administrative support the program was terminated.



On-site Surgical Suite

- Circle Tail entered its 7th year of performing spay/neuter surgeries for our dogs on-site in our fully equipped surgery suite. The surgery suite is located in the Training & Education Center. The surgeries are being performed by Janet Clem, DVM of Cincinnati Animal Medical Center and Ellen Dryer, DVM of Seven Hills Pet Clinic, all on a volunteer basis. The veterinarians are assisted by Circle Tail staff and volunteers.
- In 2017, 32 spays and 20 neuters were performed. No infections were noted while the dogs were on-site post-surgery.
- The on-site surgery suite continues to provide a low stress surgical experience for our dogs. The dogs are walked up to the surgery suite and are prepared for surgery by people they know. Following surgery, they recover in a crate in the surgery suite and then later in the day when they are awake, most of them can walk back to the kennel for a drink, snack and bedtime.

Grants and Fundraising

12 supporting grants were received in 2017 including:

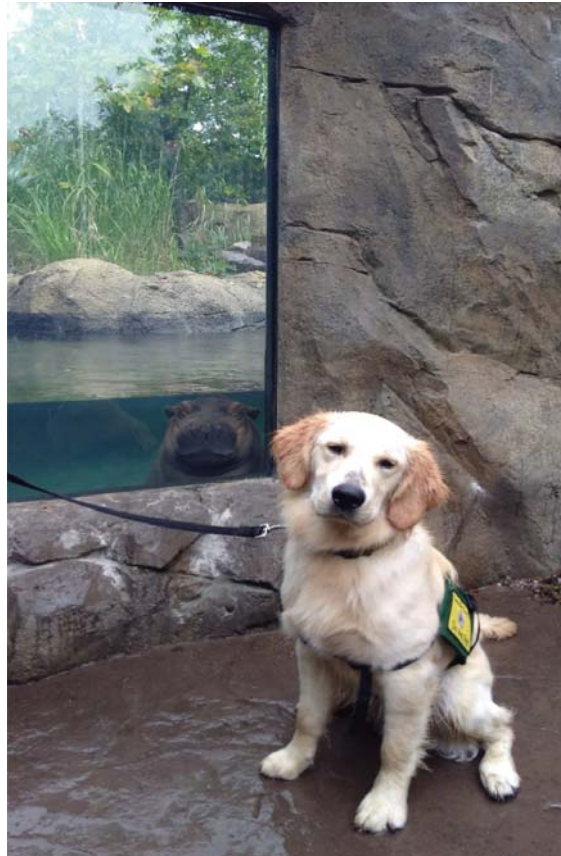
- The Scaife Family Foundation for general operating expenses.
- Fred Lazarus, Jr. Foundation for general operating and program support.
- The Manuel D. and Rhoda Mayerson Foundation for support of the start up of the breeding program.
- The Johnson Family Foundation to increase capacity.
- Landen Family Foundation for multiple campus improvement and upkeep projects.
- Hatton Foundation to support the start of the Diabetes Alert Dog program.
- Pedigree Foundation for general operating expenses.
- Greater Cincinnati Foundation for program support.
- Dayton Foundation Depository, Inc. for general operating expenses.
- Fidelity Charitable for general operating expenses.
- National Philanthropic Trust for general operating expenses.
- Vanguard Charitable for breeding program support.

In March, the 7th Annual Dinner, Art & Wine for Canines event was held at Receptions in Loveland to mark Circle Tail's 20th anniversary. Three hundred fifty-five people enjoyed the evening hosted by Amy Tobin of Amy's Table heard on Q102. Our Keynote Speaker was founder and Executive Director Marlys Staley. Other fundraisers included the Flying Pig Marathon charity associate partnership, Fifty West Wag Fest, PawJoggers 5K, Currito lunch/dinner, Madtree Charity of the month, Lucky Dog Grille Christmas in July giving tree, Circle Tail service dog benefit at Hanover Winery, Holiday Pictures at the PetPeople Montgomery store, and Paint & Sip at O'Bannon Creek Winery. Board member Stephanie Wright was selected as a finalist for the SVP Cincinnati Fast Pitch event. Her speech was awarded the Bortz Jeweler's Award. In addition, Circle Tail was pleased to be the recipient of the Liberty Center parking meter money for the months of July and August.



Community Outreach Activities

- This year CT partnered with the Cincinnati Zoo to establish guidelines for service dog access at the Zoo. CT volunteers took service dogs in training (SDIT) weekly for several months to evaluate what Zoo animals were stressed by the dogs and what Zoo animals stressed the SDIT. The outcome was an informative map of what areas of the Zoo were restricted and what areas required caution when taking your service dog with you to the Zoo. Signs were made to indicate the areas. Water stations and relief areas were also incorporated into the map. Circle Tail was proud to be able to assist with this local project and applauds the Cincinnati Zoo for their openness and respect for all the animals involved, so that the best policy could be put in place.



- Circle Tail volunteers participated in over 15 local pet or health related events including Frontiers' day parade in Milford and Market in the Park in Lebanon.
- Volunteers presented approximately 14 educational programs about assistance dogs to a variety of local service and support groups, including ladies' groups, auxiliaries, chamber of commerce, pre-vet students, retirement centers, Girl Scout troops, libraries, schools and other organizations.
- Three times a month, a Circle Tail volunteer took an assistance dog in training to the local PetPeople pet stores. She provided the customers with information regarding responsible pet ownership, service/hearing dogs, as well as promoting Circle Tail's services to the community.
- Circle Tail continued the relationship with the local Dragonfly organization. Twice volunteers took dogs to interact with the children at their facility and a third time they interacted with

the group at the Neiderman Farm in West Chester. The children enjoyed petting and playing with the dogs. The service dogs in training had a great socialization event.

- Circle Tail also continued their partnership with Putman Elementary School in Blanchester. This partnership helps socialize pups in training and also teaches proper dog etiquette to the students. Circle Tail trainers and volunteers take the pups/dogs to school twice a month during the school year.



- Six articles about Circle Tail were in various publications this year. The yearly airport outing with the service dogs and service dogs in training was highlighted as well as our relationship with the BDK hardware store. A story regarding the Circle Tail service dogs was also published in The Good Living Magazine. One video by a UC student was completed.
- Basic, intermediate, and remedial dog training classes as well as nosework classes continued to be offered to the community. An additional basic obedience class was added on Tuesday nights and an intermediate class on Wednesday nights to accommodate more of our community members and volunteers. In addition, we provided numerous private lessons and 4 Pet First Aid/CPR classes to the local community. The Pet First Aid/CPR class was also presented to 80 animal control officers at their annual convention in Kentucky.
- On Saturday of Memorial Day weekend, Circle Tail held its 9th annual memorial service, in the new Memorial Garden, for those companion animals that have passed. Those present shared happy memories of times with their pet and those who could not attend had their pet/assistance dog's name read aloud in remembrance.
- Circle Tail began an ambassador program with the Cincinnati/Northern Kentucky International Airport. Volunteers take service puppies in training to the airport on a monthly basis to socialize the dogs and to provide travelers some welcome stress relief.

Volunteers

- A network of volunteers continued to support Circle Tail’s mission by participating in exercise, socialization and training of the dogs on-site at Circle Tail and by assisting at off-site events such as dog related festivals and educational programs to community groups. Volunteers logged over 23,000 volunteer hours.
- Volunteer orientation was held at least once a month and twice a month in the summer. We revised our volunteer orientation and on-site dog-handling training to make them more efficient and improve the volunteer experience.
- Volunteers Dean & Marcy Clarke were the 2017 ServeOhio Award winners in Southwest Ohio! In 2008, Dean and Marcy’s passion for dogs led them to volunteer with Circle Tail and their impact at Circle Tail was incredible – fostering 19 service dogs, providing support in landscaping and grounds maintenance, serving as board members for the organization, and logging 6,111 volunteer hours since 2015.
- Four “work days” were attended by community volunteers. These work groups assisted with general cleaning of buildings as well as providing spring, summer and fall landscaping by weeding flower beds, spreading mulch, and planting flowers. Board members erected shelters in the camp yards and weeded the yards for their yearly board work day.
- Eight foster families and 2 weekend fosters routinely assisted with housing and socializing our dogs/pups this year. Dogs and puppies were placed with the foster families to help socialize them, teach house manners and reinforce obedience training, paving the way towards life as a service/hearing or therapy dog.
- Healing Touch for Animals (HTA) practitioners volunteered twice a month to help the Circle Tail dogs have a more balanced energy system. HTA techniques help the dogs focus on training and adjust more readily to the kennel environment. The HTA practitioners use the “Quiet Room” at the service dog kennel to work on the service dogs in training.
- Three local high school students chose their Capstone project to benefit Circle Tail. One young lady assembled a handbook for staff and volunteers to educate them on various disabilities and how they manifest. The handbook is now available on-site and an electronic copy was put on the staff and volunteer web pages. The same student also made two mobiles for the puppy playroom. Another student made a new A-frame and tunnel for the dogs to use at the training center. The third student participated in volunteer training such that she could handle a pup/dog at an off-site talk. She then developed a talk about Circle Tail and service dogs and presented it to two different groups. She was able to take a pup with her for socialization. All the young ladies did a wonderful job with their projects.



Circle Tail Inc.
STATEMENT OF FINANCIAL POSITION
as of December 31, 2017

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>2017 Total</u>
ASSETS			
Cash and cash Equivalents	\$ 15,180	\$ -	\$ 15,180
Utilities Deposit	50	-	50
Cash Equivalent Investments	368,014	-	368,014
Inventory	9,891	-	9,891
Equipment, Net of Accumulated Depreciation	588,374	-	588,374
TOTAL ASSETS	<u>\$ 981,509</u>	<u>\$ -</u>	<u>\$ 981,509</u>
LIABILITY			
Payroll Liabilities	\$ -	\$ -	\$ -
Mortgage Payable	-	-	-
Sales Tax Payable	-	-	-
Credit Card Payable	2,884	-	2,884
TOTAL LIABILITIES	<u>2,884</u>	<u>-</u>	<u>2,884</u>
NET ASSETS			
Unrestricted	874,851	-	874,851
Temporarily Restricted	-	-	-
TOTAL NET ASSETS	<u>874,851</u>	<u>-</u>	<u>874,851</u>
TOTAL LIABILITIES & NET ASSETS	<u>\$ 877,735</u>	<u>\$ -</u>	<u>\$ 877,735</u>

Not Audited or Reviewed

Circle Tail, Inc.
Profit & Loss
12 Months Ended December 31, 2017

Circle Tail Inc.
PROFIT & LOSS
12 Months Ended December 31, 2017

Not audited or reviewed

	2017 Operating	2017 Capital	YTD December 31, 2017 Actual	YTD December 31, 2017 Budget	Budget % Variance
Ordinary Income/Expense					
Income					
Direct Public Grants	\$ 111,185	\$ -	\$ 111,185	\$ 58,000	92%
Donations and Gifts	119,905	-	119,905	104,000	15%
Fundraiser	71,457	-	71,457	75,700	(6)%
Merchandise Sales	6,566	-	6,566	5,000	31%
Application Fees	31,340	-	31,340	15,000	109%
Boarding Fees	3,081	-	3,081	-	N/A
Doggy Daycare	-	-	-	-	N/A
Grooming	1,525	-	1,525	2,000	(24)%
Microchip Service	1,475	-	1,475	2,000	(26)%
Training Fees	17,050	-	17,050	16,600	3%
Miscellaneous Income	-	-	-	-	N/A
Interest and Dividends	13,631	-	13,631	4,000	N/A
Unrealized Gain/Loss on Investments	3,437	-	3,437	-	N/A
Total Income	\$ 380,652	\$ -	\$ 380,652	\$ 282,300	35%
Cost of Goods Sold					
Cost of Sales - Inventory Sales	-	-	-	-	N/A
Gross Profit	\$ 380,652	\$ -	\$ 380,652	\$ 282,300	35%
Expense					
Salary and Benefits Expense	187,502	-	187,502	163,280	15%
Facilities and Equipment	2,622	-	2,622	26,200	(90)%
Postage, Mailing Service	883	-	883	250	N/A
Printing and Copying	-	-	-	750	(100)%
Supplies	14,728	-	14,728	12,000	23%
Telephone, Internet	3,042	-	3,042	3,700	(18)%
Utilities Expense	8,802	-	8,802	15,000	(41)%
Veterinary Expense					
Vet Exp - Service	436	-	436	1,000	(56)%
Vet Exp - Shelter	-	-	-	1,000	(100)%
Surgery Expense - Equipment	256	-	256	-	N/A
Veterinary Expense - Other	92	-	92	-	N/A
Surgery Suite - Consumables	317	-	317	2,000	(84)%
Total Veterinary Expense	1,101	-	1,101	4,000	(72)%
Advertising Expenses	150	-	150	-	N/A
Insurance Expense	6,713	-	6,713	7,200	(7)%
Other Program Expenses	31,797	-	31,797	20,500	55%
Dues and Subscriptions	2,659	-	2,659	2,500	6%
Travel and Meetings	3,612	-	3,612	4,250	(15)%
Miscellaneous Expenses	351	-	351	1,000	(65)%
Sales Tax	-	-	-	-	N/A
Contract Services	3,250	-	3,250	3,500	(7)%
Total Fundraising Expense	12,690	-	12,690	18,000	(30)%
Business Expense	204	-	204	-	N/A
Board Adjustment to Credit Card	(9,029)	-	(9,029)	-	N/A
Capital Expense					
Depreciation and Amortization	27,903	-	27,903	-	N/A
Interest on Bldg. Loan	-	-	-	-	N/A
Total Capital Expense	27,903	-	27,903	-	N/A
Total Expense	298,980	-	298,980	282,130	6%
Net Income	\$ 81,672	\$ -	\$ 81,672	\$ 170	N/A