

Note from the Executive Director

Circle Tail was first accredited in 2008 by Assistance Dogs International (ADI), the premier accrediting body of assistance dog organizations in the United States as well as abroad. Circle Tail achieved reaccreditation, for the second time, from ADI this year. That process made it a busy year for staff and volunteers preparing all the necessary pre packet documentation (over 400 pages of policies, procedures and other information) and undergoing the 2 ½ day on site visit by ADI assessors. As always, it was a good exercise to review our organization’s mission, goals, and policies. We examined our protocols to ensure we are providing the best care and training possible to our dogs and our teams, and that we have sufficient staff and volunteers in place in order to thoroughly meet the needs of our teams now and in the future.

We are proud to uphold the rigorous standards that ADI has put into place and we look forward to serving our community for many years to come.

Marlyp Staley

Executive Director, Circle Tail, Inc.





Report of Activities - 2018

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, the recipient training and lifetime follow up 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.



Angie and hearing dog Rozsaviz



Gus and in home service dog Chucha

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. Three vacant board positions remained at the end of 2018.

Board of Directors Roster as of 12/31/18

Name	Affiliation	Role
Marlys Staley	Executive Director Circle Tail	Executive Director (Ex-officio)
Guy Guckenberger	Hamilton County Judge (Retired)	Vice President
Bill Holder	Cluster Controller MilliporeSigma	Treasurer
Jennifer Kiblinger	Scientific Director 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
Janelle Tucker	Bancorp Payments Operations Director	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, with almost 6,000 followers, Twitter, and Instagram. We also have closed Facebook groups to keep our fosters and volunteers up to date on Circle Tail events and training tips.

Circle Tail underwent Assistance Dogs International (ADI) reaccreditation this year. Circle Tail undergoes reaccreditation every 5 years. 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

Campus improvements this year included the re-fencing of the entrance to the kennel and the addition of an electronic gate. Thanks to a previous grant from the Landen Family Foundation, Circle Tail was able to finally finish this project. This addition widened the opening to the entrance and moved it further away from the service dog kennel. This improvement has benefitted staff, visitors, and the dogs residing in the service dog kennel.

Camp Bow Wow daycare/boarding facility donated their old runs after they upgraded their runs this year. The runs are 4' by 4' and 4' high. They were placed in all of the older housing sections so the dogs are now in larger, secure spaces instead of crates. This improvement not only benefitted the dogs in terms of comfort and space, but also made cleaning easier for staff.

New fencing was added to the older housing section to create additional spaces for the dogs to be outside to eliminate. This enabled us to accommodate more dogs on site at any one time.

Our upgrades this year made Circle Tail a more inviting, comfortable and safer place for the humans and dogs.



Kennel entrance with new electric gate

Dog Statistics

Number of dogs being cared for on 1/1/18 was 55: Service/hearing dog program-50, dog adoption program-2 and residents-3.

Number of dogs being cared for on 12/31/18 was 49: Service/hearing dog program-44, dog adoption program-0 and residents-5.

Total intake for the year was 57.

DOG INTAKE

Type	Intake	% of 2018 Intake
Shelter/ Rescue Groups	7	12.3%
Family Release	3	5.3%
Strays	0	0%
Born @ CT	27	47.4%
Breeder Donated	10	17.5%
Breeder Purchased	2	3.5%
ADI Co-Op	3	5.3%
Co-Owned	2	3.5%
Retired/Service Dogs Returned to CT	3	5.3%
Total	57	100%

	IN	OUT
Current in System as of 1/1/18	55	0
Intake	57	0
Partnered In Public Service Dogs	0	3
In-home Assistance/ Companion Dog/Therapy	0	7
USDA/SAR	0	3
Sent to ADI Service Dog Organizations	0	1
Expired	0	0
Adoption	0	45
Returned to Breeder	0	2
Returned to Shelter	0	1
Returned to Family	0	1

Total IN	112	0
Total OUT	0	63

Current in system as of 12/31/18: 49

Intake by Breed

Breed	Counts	%		Counts	%
Purebred			Cross or Mix		
Golden Retriever	1	3.6%	Golden Retriever/Labrador Retriever Cross	20	69%
Labrador Retriever	13	46.4%	Golden Retriever / Poodle Cross	5	17.2%
German Shepherd	9	32.1%	Labrador Retriever / Poodle Cross	1	3.4%
Standard Poodle	2	7.1%	Cattle Dog Mix	1	3.4%
Shih Tzu	1	3.6%	Golden/Labrador Retriever/Poodle Cross	2	6.9%
Great Dane	1	3.6%			
Bernese Mountain Dog	1	3.6%			
Total	28		Total	29	



ADOPTION HISTORY

Adoptions for 2018: 45

Total Adoptions since 1999: 3,788

	2017		2018
Jan	6	Jan	2
Feb	3	Feb	3
Mar	2	Mar	7
Apr	6	Apr	3
May	10	May	2
Jun	7	Jun	6
July	5	July	3
Aug	12	Aug	11
Sep	3	Sep	4
Oct	0	Oct	0
Nov	5	Nov	1
Dec	4	Dec	3
Total	63	Total	45

Service/Hearing Dog Program

PARTNERED:

Public Assistance: 3 dogs - 1 Hearing, 2 Service
 In Home Assistance: 3 dogs - 3 Service
 In Home Companion: 0 dogs
 Facility/Therapy: 4 dogs
 Detection: 3 dogs
 Therapy Registered: 1 dog

Working as of: 12/31/18

Public Assistance Dogs	Total Placed	Working	% Working
Service	67	13	19.4%
Hearing	24	4	16.7%
Total Public Access SD	91	17	19.1%
In Home Service Dogs	Total Placed	Working	% Working
Service/Hearing	56	15	26.8%
Therapy/Facility	47	10	21.3%
Total	103	25	37%

Special Adoptions (do we want to call these Special Placements?)	Total Placed
In-Home Companion Dogs	17
USDA Detection / Search & Rescue	14
Therapy Registered	4
Sent to ADI Service Dog Organizations for Placement	2
Total	37

- Two service and 1 hearing public access dogs were partnered this year. In addition, 3 in home service dogs and 4 facility/therapy dogs were placed.
- Through a cooperative partnership with ADI accredited service dog organization ICAN, in Indianapolis, IN, Circle Tail sent two dogs to help with their wait list. One dog was placed as a public access service dog with a veteran and the other was placed as a therapy dog. This relationship will help more people acquire service dogs or facility/therapy dogs in a timely manner.

- A total of 91 service/hearing dog teams, 56 in-home service/hearing/companions and 47 therapy/facility dogs have been partnered since Circle Tail's inception.
- After 6 years of service, hearing/service dog Shade retired. He is now enjoying retirement playing fetch and going for daily swims (when there isn't ice on the ponds).
- Sadly, we lost one of our human team members this year. John, a veteran partnered with hearing dog Chucha, passed away. Chucha was able to attend John's funeral to help comfort his family members and friends. Chucha was later placed as an in home service dog to a young boy.
- 12 Assistance Dogs International Public Access Tests were completed by Circle Tail assistance dog teams.
- Four American Kennel Club Canine Good Citizen® Tests were conducted. 24 person/dog teams were tested, including multiple service dogs in training and several people from the public. Five Assistance Dog teams successfully completed the test.
- An assistance dog outing was once again held at the Greater Cincinnati/Northern Kentucky Airport. Two service/hearing dog teams and 11 service 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.
- Eleven 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. We were pleased that all dogs passed their testing.



Renee and Service Dog Keen



Angie and Hearing/Service Dog Shade (retired 8/18)

Breeding Program



Circle Tail whelped 5 litters total with a resultant 36 live births. Two whelps were CT breeders, 2 were hosted for a lab breeder and 1 was hosted for a regional co-op partner.

ADI Breeding Cooperative:

Circle Tail continues as 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 participates at the Host Level which enables us to assist the cooperative by whelping litters from other organizations. This year we received 5 pups through the cooperative.

Regional Breeding Cooperative:

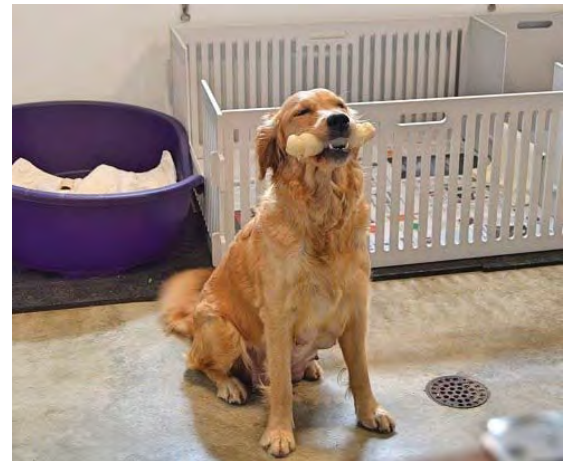
Circle Tail has been pleased to work with 3 other ADI accredited service dog organizations in relatively close proximity to us, to work on best practices for our organizations. This year we decided to join together in a small breeding co-op to share our dogs, pups and expertise. Through this group effort we were able to host a whelp for a co-op school and received one pup in return. We also had access to a stud dog for our own breeding. Through quarterly conference calls and google drive documents, members will keep each other apprised of needs and available pups so that we can help each other produce more quality working dogs.

Circle Tail Breeding:

Circle Tail had 2 litters from their own breeding this year. CT Chessie, a Golden Retriever was bred to PWP Kona, a black lab. Chessie had 12 pups. One pup was sent to another service dog organization, 5 were adopted to pet homes and 6 were placed in the service/hearing dog program. Following weaning of all pups, Chessie was spayed and adopted to her host family.

CT Maui, a Golden Retriever was bred to ADAI Grover, a yellow lab and had 7 pups. Four pups were sent to other service dog organizations and Circle Tail kept 3 females for the service/hearing dog program. Circle Tail also hosted 2 other whelps for a Labrador retriever breeder to acquire more diverse lines for our programs. A total of 4 pups were kept for the service/hearing dog program.

Breeding Program Info	
Circle Tail Breeding Dog Whelp	2
Breeder Whelp Host	2
Other SD Org. Whelp Host	1
ADI Breeding Co-Op Whelp Host	0
# Pups Born	36
# Pups Kept for CT	19



Proud Maui with her bone



Maui pups in puppy playroom

Career Changed Dogs

- Since 1999, Circle Tail has adopted over 3,700 dogs and puppies into new homes.
- In 2018, 45 dogs were adopted.
- Four dogs were returned, which reflects an 8% return rate.
- Five dogs were added to our website as a community service under “courtesy posting” to assist them in finding new homes.
- The adoption committee was comprised of 2 volunteers who helped match the dogs with their new adoptive families.

Notable Career Changed Dogs:

Career changed dogs impacted many lives this year:

- Mellon, a yellow lab, went to the USDA Detection dog training facility in Atlanta, GA.
- Camryn, a golden retriever was placed as a therapy dog at a sober living house in Kentucky.
- Tancredo, a golden retriever, was placed as a therapy dog in a courthouse in northern Ohio.
- Becks, a black lab, was placed with a local SAR team.
- Nero, a standard poodle, was placed as a school crisis therapy dog.

Nero: Newest Member of School Crisis Team



Nero’s handler writes, “Nero was placed with Springfield City Schools as a therapy dog in April. He has been an amazing addition to the District Crisis Team. He has provided comfort and support to more than 100 students who were suffering the loss of friends and a teacher. Nero was giving his all by allowing these children to touch and pet him. He developed a fan club and we are keeping a board of the cards he received. He was very appreciative! One student wrote “I love him so much because he is kind and soft”. He delighted the students with his skill in pulling Kleenex out of the box and presenting the tissue. It was heartwarming to see how he could elicit a smile from a crying student. He also visits the classrooms for students with multiple disabilities, autism, and emotional disturbances. It is interesting to see the students wait patiently and listen to directions to take a turn with Nero.”

Inmate/Canine Educational Development and Training Program

- This was Circle Tail's 20th year partnering with the Ohio Department of Corrections and Rehabilitation to teach inmates dog care and handling skills through caring for and training service dogs in training. 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 can house up to 14 dogs each. This year the average census was 24 dogs/month being housed, cared for and trained by the inmates at the correctional facilities.



SDIT Quizz and her inmate handler and family on Family Day

On-site Surgical Suite

- Circle Tail continues to have volunteer veterinarians provide onsite spay/neuter surgeries for our dogs 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 2018, 20 spays and 22 neuters were performed. No infections were noted while the dogs were on-site post-surgery.
- We had one C-section performed with all pups surviving. This surgical suite proved invaluable when we needed to perform an emergency c-section in the middle of the night. The mom was not stressed as we walked her up to the room and she was around people she knew. Following the c-section we quickly drove her and her pups back to her room at the kennel.
- 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

We were fortunate to receive 14 supporting grants in 2018 including:

- The Scaife Family Foundation for general operating expenses.
- The Johnson Family Foundation to increase capacity and foster program support.
- UBS Donor Advised Fund for general program support.
- The Greater Cincinnati Foundation for general program support.
- Magnified Giving for general program support.
- Beck Foundation for service dog program support.
- Fidelity Charitable for general operating expenses (3).
- The Spaulding Foundation for support of training and partnering Service and Hearing Dogs.
- PetSmart Charities, Inc. for support of training and partnering Service and Hearing Dogs.
- Pedigree Foundation for general operating expenses.
- Dayton Foundation Depository, Inc. for general operating expenses.
- Schwab Charitable for general program support.

In March, the 8th Annual Dinner, Art & Wine for Canines event was held at Receptions in Loveland. Approximately 350 people enjoyed the evening hosted by Rich Fowler. Our Keynote Speaker was Michael Kreines, who took us up Mt. Kilimanjaro and likened the excursion to the training journey of a service dog. Other fundraisers included the Flying Pig Marathon charity associate partnership, Fifty West Wag Fest, Lucky Dog Grille Christmas in July and Christmas giving trees, and Fluidity Creative Choral Community for a Cause “Happy Together” concert.



Jen and Cygni at the Fluidity concert

Community Outreach Activities

- Circle Tail volunteers participated in 20 local pet or health related events including a Memorial Day parade and Market in the Park in Lebanon.
- Volunteers presented approximately 11 educational programs about assistance dogs to a variety of local service and support groups, including church groups, various disability support groups, Girl Scout and Cub 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.
- Media:
 - Monthly newsletter.
 - Three articles about Circle Tail were in various publications this year.
 - 3 hour continuing education course to health care professionals on service dogs and therapy/emotional support animals.
 - Chanel 9 news fake service dogs.
 - Showcase with Barbara Keller on PBS CET; 8 airings and posted online.



- Basic, intermediate, and remedial dog training classes as well as nosework classes continued to be offered to the community. Approximately 770 community members took advantage of our low cost training options. In addition, we provided 26 private lessons and 5 Pet First Aid/CPR classes, educating 81 people in the life saving skills of pet first aid and CPR. The Pet First Aid/CPR class was presented at Circle Tail and at Miami University as well as several local dog daycare/boarding facilities.
- On Saturday of Memorial Day weekend, Circle Tail held its 10th annual memorial service, in the 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 became a supporter of the new Pleasant Plain Farmer's Market which ran from May through September. Volunteers staffed a booth to spread the word about Circle Tail and socialize pups to the activities of a farmer's market place.
- Circle Tail continued their relationship with a variety of community partners:

- The local Dragonfly organization: service pups or therapy dogs in training visited with the children (and adults). The children enjoyed petting and playing with the dogs, while the service pups/therapy dogs in training had a great socialization event.
- Putman Elementary School in Blanchester: service pups/dogs in training are socialized around children and students are taught proper dog etiquette. Circle Tail trainers and volunteers take the pups/dogs to school twice a month during the school year.
- Cincinnati/Northern Kentucky International Airport ambassador program: volunteers take service and therapy pups/dogs in training to the airport on a monthly basis to socialize the dogs and to provide travelers some welcome stress relief.

Volunteers

- An average of 38 volunteers/month 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 21,000 service hours.
- An information session with a campus tour was held at least once a month and twice a month in the summer. These sessions were for people in the community to learn more about Circle Tail and how they can become involved with the organization. A revised volunteer orientation program was piloted and did not prove beneficial for acquiring or retaining volunteers. Following that, the volunteer training program was revised again and aimed specifically toward acquiring on-site dog-exercises/handlers and fosters. While the program is still new, it appears to be making the training of volunteers more efficient and improve the volunteer experience.
- Four “work days” were attended by community volunteers. These work groups assisted with general cleaning of buildings, tearing down some unused outdoor kennel runs, as well as providing spring, summer and fall landscaping by weeding flower beds, spreading mulch, and planting flowers. Board members weeded camp yards and put up new fencing for the dogs 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. Projects included making adventure boxes for the pups to play with, doing presentations to groups about service dogs and Circle Tail, acquiring donations, and making handmade treats and toys for the pups.

CIRCLE TAIL, INC.
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS – MODIFIED CASH BASIS
DECEMBER 31, 2018 AND 2017

	2018	2017
Assets		
Current Assets:		
Cash and cash equivalents	\$ 42,542	\$ 22,269
Investments	336,211	368,901
Inventory	10,356	9,891
Other current assets	50	50
Total Current Assets	389,159	401,111
Property and Equipment		
Land	30,000	30,000
Building	674,411	674,411
Furniture and equipment	70,346	70,346
Leasehold improvements	121,193	113,413
	895,950	888,170
Less accumulated depreciation	342,096	302,037
Total Property and Equipment	553,854	586,133
Total Assets	\$ 943,013	\$ 987,244
Liabilities and Net Assets		
Current Liabilities:		
Credit card payable	\$ 7,040	\$ 6,965
Accrued payroll and employee withholdings	6,678	5,206
Total Current Liabilities	13,718	12,171
Total Liabilities	13,718	12,171
Net Assets		
Without Donor Restrictions		
Undesignated	884,950	930,728
With Donor Restrictions		
Purpose restrictions	44,345	44,345
Total Net Assets	929,295	975,073
Total Liabilities and Net Assets	\$ 943,013	\$ 987,244

CIRCLE TAIL, INC.
STATEMENT OF REVENUES, EXPENSES, AND
OTHER CHANGES IN NET ASSETS – MODIFIED CASH BASIS
FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>2018</u>
Support and Revenues			
Contributions and grants	\$ 192,959	\$ -	\$ 192,959
Fundraising revenue	77,157	-	77,157
Merchandise revenue, net	(3,564)	-	(3,564)
Program service revenue	70,761	-	70,761
Net investment return	(7,691)	-	(7,691)
Other income	71	-	71
Total Support and Revenues	<u>329,693</u>	<u>-</u>	<u>329,693</u>
Expenses			
Program services	333,945	-	333,945
Management and general	16,550	-	16,550
Fundraising	24,976	-	24,976
Total Expenses	<u>375,471</u>	<u>-</u>	<u>375,471</u>
Change in net assets	(45,778)	-	(45,778)
Net assets, beginning of year	<u>930,728</u>	<u>44,345</u>	<u>975,073</u>
Net assets, end of year	<u>\$ 884,950</u>	<u>\$ 44,345</u>	<u>\$ 929,295</u>

CIRCLE TAIL, INC.
STATEMENT OF FUNCTIONAL EXPENSES – MODIFIED CASH BASIS
FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>Program Services</u>	<u>Management & General</u>	<u>Fundraising</u>	<u>Total</u>
Advertising	\$ 225	\$ 14	\$ 11	\$ 250
Dog medicine and supplies	6,500	-	-	6,500
Automobile expense	1,692	103	85	1,880
Direct fundraising expenses	-	-	13,256	13,256
Dog purchase	3,300	-	-	3,300
Diabetic alert dog training	92	-	-	92
Dues and subscriptions	5,048	-	-	5,048
Education, seminars, and conferences	2,150	-	-	2,150
Grants and gifts-in-kind	19,206	-	-	19,206
Insurance	6,138	375	307	6,820
Licenses and registration	345	-	-	345
Maintenance	844	35	-	879
Meals and entertainment	415	25	21	461
Microchip service	1,279	-	-	1,279
Miscellaneous expense	2,416	-	-	2,416
Office supplies	6,638	406	332	7,376
Postage	661	40	33	734
Professional fees	3,375	-	-	3,375
Rent	6,913	288	-	7,201
Salaries and payroll taxes	215,533	13,171	10,777	239,481
Sales tax	325	-	-	325
Surgical suite expense	156	-	-	156
Telephone and internet	3,092	189	155	3,435
Utilities	7,218	301	-	7,519
Veterinary	1,928	-	-	1,928
Depreciation expense	38,457	1,602	-	40,059
Total Expenses	<u>\$ 333,945</u>	<u>\$ 16,550</u>	<u>\$ 24,976</u>	<u>\$ 375,471</u>