



STUDENT PROJECT PROGRAM

Front Street Animal Shelter
Volunteer Program



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About Our Program

At the Front Street Animal Shelter, we welcome hundreds of high school students each year to our volunteer program. We are proud to partner with local schools to provide opportunity for students in our community to gain real world experience while working to make the Sacramento area a better place for pets. As each school has differing community service project requirements, our goal is to provide general program guidance while allowing flexibility for individual differences.

Program Participation Requirements

Students participating for credit in the Front Street Animal Shelter's Student Project Program must complete the following steps:

1. Create a profile for the Front Street Animal Shelter's volunteer program. [Click here to create a Better Impact volunteer profile.](#) On your profile, be sure to check the following:
 - a. Enter your correct contact information
 - b. Answer the School Project questions
 - c. Be sure to write down your username and password as you will need to log in to your profile to complete your project!
2. Complete the Student Project Form. [Click here to access the form.](#)
3. Complete the online New Volunteer Orientation class. You can access this from your Better Impact volunteer profile.
4. Choose your project from the ideas listed below.
5. Once you have completed steps 1-4, request a meeting with Janice Wagaman, the Volunteer Program Manager, to discuss your project and be confirmed in the Student Project Program. Your project IS NOT APPROVED until you complete this meeting! To schedule a meeting, sign up for a Student Project Meet with Janice appointment through your Better Impact volunteer profile. Your meeting may be in person or via Zoom, depending on restrictions and preference.

Expectations

We want you to have a successful and fun student project with the Front Street Animal Shelter! Your success is important to us. It is equally important that your project fill a need here at the shelter. Here are some general guidelines so that you know and understand what is expected of you:

- You will be expected to complete a minimum of 20 hours working on your student project.
- You will be expected to log all of your hours on your Better Impact volunteer profile. Unlogged hours were not done and will not be verified!
- You will be expected to follow through with your volunteer commitment and to give your very best to this project.
- You will be expected to ask for help when you need it. While we will not do your project for you, we are happy to provide any needed help and support!
- You will be expected to treat all staff and volunteers with respect. When asked to do something, you will be expected to complete the task without argument.
- Your project progress will be monitored. The volunteer program staff will periodically check in with you and your teacher to report on your project progress and hours logged. We want to provide the support you need to successfully complete your project.



Project Ideas

Listed below are project ideas to help you get started planning your project. You may choose to do any one or more project from this list. You are not limited to only one choice and may combine project ideas. You may also propose your own project idea that is not listed here.

Please be aware that due to COVID 19 restrictions, not all options will be available, or participation in certain options will be limited.

Foster Care

Foster care means caring for a shelter animal in your own home. Both cats and dogs need foster care. It is far better for an animal to be loved in a home environment than to be left in a shelter. We would love for all of the cats and dogs brought to Front Street to have a foster home. The shelter provides all needed supplies. Foster care providers give the animal:

- A safe place to stay
- Love and attention
- Training and guidance
- A chance for adoption!

It is truly rewarding to provide an animal with the loving home it needs in order to thrive. Foster care providers often find an adopter for their foster dog or cat among their friends and family. Interested parties can also find the foster dog or cat on the shelter website. The official foster volunteer must be age 18 or older, so if you are not yet 18, your parent or legal guardian must be the official foster volunteer. However, you can still do all of the volunteer work and log the volunteer hours for your student project!

Donation Drives

The Front Street Animal Shelter depends on donations to provide the care that each animal needs. We need everything from foster supplies to shelter supplies to pet food for the community pantry. Organizing a donation drive is an important and vital volunteer activity. There are two different types of donation drives, and each are important:

1. **Physical Donation Drive:** You can create a physical donation drive where you collect items from the [shelter's wish list](#) and deliver them to the shelter. You can do a door to door campaign, or host a donation drive in a specific location such as a school or store parking lot. You

can host a general donation drive or make it specific for food, toys, blankets/beds, etc. It is up to you!

2. **Virtual Donation Drive:** You can generate donations from the shelter's [Amazon wish list](#) by hosting a virtual donation drive! Donors select the items they wish to donate, purchase them, and the items are shipped directly to the shelter. You can make this a complete virtual event and stream live on Facebook Live or YouTube or other social media platform of your choice with live feeds where you are talking about the importance of giving, the purpose of the donations, and why you are asking people to give.

Regardless of which type of donation drive you choose to host, you will need to spend plenty of time planning the event, marketing your drive, soliciting donations and/or sponsors, collecting and distributing the donations (for physical drives), thanking your donors, and following up.

***Please note:** During COVID 19 restrictions, physical events may be limited or unavailable. Even if a physical event is approved, staff or volunteers may not be able to attend due to pandemic concerns.*

Fundraising Event

The Front Street Animal Shelter depends on donation dollars to provide the extra level of care that many animals need. Some animals come to us injured or ill, and the cost of their veterinary care is often expensive. We simply could not save them without the help and support of community donors. Many teens choose to host a fundraising event as their student project in order to help these animals. Just as with a donation drive, there are two types of fundraising events:

1. **Physical event:** There are many types of physical fundraising events, and they are limited only by your imagination and resources. Depending on availability, staff and volunteers may attend your event to show our support and appreciation. Successful teen events have included experiences like:
 - a. After-school Bingo Game
 - b. Car Rally
 - c. Walk-a-thon
 - d. Party Clothes Sale
 - e. Spaghetti Dinner
 - f. Car Wash
 - g. Video Game Tournament
 - h. Red Carpet Party (or Big Game or Oscars)

2. Virtual events: There are many types of virtual fundraising events and platforms that you can use. Some successful virtual fundraising event ideas include experiences like
 - a. A virtual walk
 - b. T-shirt sale (design your t-shirt and sell online!)
 - c. Virtual Cooking Night
 - d. Online Gaming Tournament
 - e. Hosting an Online Class (anything from make-up demonstration to how to write a resume – really, it could be anything that you like to do!)

It is helpful to have a budget for your event, whether you host a physical or virtual event. There may be expenses that you must account for. Please note, the Front Street Animal Shelter is not able to reimburse any expenses associated with a third-party event. You will be solely responsible for any expenses associated with your event!

Regardless of which type of event you choose, you will need to spend plenty of time planning the event, marketing it, gathering/making supplies, hosting the event itself, thanking your donors, and following up.

***Please note:** During COVID 19 restrictions, physical events may be limited or unavailable. Even if a physical event is approved, staff or volunteers may not be able to attend due to pandemic concerns.*

DIY Projects

Life at the shelter can be difficult for animals. But you can help by making enrichment projects at home! This project idea is ideal for those teens who enjoy crafting. It can also be combined with a donation drive for the materials you will need to make the projects. Below, you will find some examples of project ideas. You are welcome to research and come up with your own ideas of things you can make to help shelter animals. Just be sure to run your ideas by the Volunteer Program Manager for approval prior to starting your project!

- [Cat Housing Accessories for Stress Relief](#)
- [Dog Housing Accessories for Stress Relief](#)
- [Cat Cur-Tail-ments](#)
- [Udder Love Litter Feeders](#)
- [Warm Rice Bags](#)
- [PVC Slow Feeders](#)

- Frozen Dog Treats – there are many recipes online, be sure to use only dog-friendly ingredients, and be sure to write them down so shelter staff will know what is in them!

Once you have completed your DIY projects, make a donation appointment to bring your treasured items to the shelter. Your donations may be used for animals at the shelter, in foster care, or may be given to adopters as a welcome gift for their new pet!

In-Person Volunteering

We welcome teen volunteers at the Front Street Animal Shelter! In order to volunteer in-person without an adult partner, teens must be age 16 or older. After completing all five steps in the Program Participation Requirements section, you must then complete the Shelter Basics training. Once you have successfully completed the Shelter Basics training, you can sign up for shifts at the shelter.

Here are some important things to remember:

- We do require a minimum commitment of 20 hours for in-person volunteering. You are always welcome to do more!
- Working directly hands-on with animals at the shelter will require additional training.
- Volunteers must log a minimum of 20 hours of shelter chores before they are eligible to take the animal handling classes.

Please note: Due to COVID 19 restrictions, the Shelter Basics class is not available and in-person volunteer opportunities are severely restricted. Until these restrictions are lifted, please choose one of the other project options.



Completing Your Project

Congratulations on putting in the effort to complete your project! Once you have put in the work for your project, there are still some things that you will need to do in order to finish your project at Front Street.

1. Ensure that you have logged all of your hours on your Better Impact volunteer profile. Unlogged hours were not done and will not be verified!
2. Schedule a meeting with Janice to close out your project. You can do this by signing up for a Meet with Janice appointment via your Better Impact volunteer profile. Meetings may be in person or via Zoom depending on restrictions and preference.
3. Submit your paperwork for signature. This may be done in person at the Meet with Janice appointment or electronically. If submitting your paperwork electronically, please allow a minimum of 48 hours for signature.
4. Rate your experience. At the conclusion of your project, you will be asked to complete a short survey rating your experience with the Student Project Program at the Front Street Animal Shelter. At this time, you will be asked whether or not you would like to continue to volunteer with us. Please be aware that there is no wrong answer to this question. Some students enjoy their volunteer experience and wish to continue to volunteer after their project is completed. Others may enjoy their project, but are not able to continue as a volunteer. Please be honest and let us know so that we can archive the accounts for those volunteers who wish to be taken off of the list. We want to respect your time and not continue to email you past the time of your involvement with Front Street.

Thank you so much for considering the Front Street Animal Shelter for your Student Project! We very much look forward to meeting you and seeing what you can do for the animals in our community. Please let us know if you have any questions. You can email Janice directly at jwagaman@cityofsacramento.org or the Volunteer Program in general at FrontStreetVolunteers@cityofsacramento.org.

Thank you!