Puppies Behind Bars
Service Dogs for Those Who Served & Protect®

Thank you for your interest in applying for a PBB service dog. The following pages include an application and reference forms, but we want to take a minute to tell you about PBB service dogs so you have a better understanding of who we are and, more importantly, who our dogs are.

First, if you get a PBB dog you will be getting the best service dog possible. We say this not to sound arrogant, but because of all the work, love, and socialization (more on this in a bit) we put into our dogs. By the time our dogs graduate as service dogs, we know there are none better.

All of our dogs are pure-bred Labrador retrievers and all our dogs are bred by us. This is important not only because it allows us to breed only the healthiest, most responsive, and most confident dogs in the country, but it allows us to begin socializing our puppies literally from the moment they are born.

"Socialization" means how many different kinds of experiences a dog is exposed to. Our dogs receive a minimum of 10,000 hours of socialization before they are placed as service dogs. This means they have been exposed to children, the elderly, cities, suburbs, and the countryside. They have all gone to kids' soccer games and football matches. They've gone to churches and synagogues and other houses of worship. They've gone to dentist and doctor appointments, to restaurants, to movies, on long car trips and to the local mall. Our dogs have been exposed to so many different experiences and people that by the time we pair them with you, they have learned to take everything in stride – so you can as well. Our dogs will be the one looking out for your environment so you don't have to.

And because all our dogs are raised in prison from the time they are eight weeks of age until they are paired with you, they have developed an empathy and responsiveness to people to a degree that, literally, we have never seen in any other dogs. Our dogs live in prison with their "puppy raisers," who are generally people who feel vulnerable and who feel emotionally fragile. Our dogs learn to empathize with their puppy raisers, to comfort them when they are stressed, to curl up on their laps for the command "Tell me a Story," to be by their sides 24/7. From this our dogs learn to love, respect, and empathize with their humans.

So that's about our dogs: what about us and the training you will receive from us? If you get a PBB Service Dog for Those Who've Served Us®, you will also get PBB staff in your life. We have been working with veterans with PTSD since 2006. We understand what it is to isolate at home and only go to the grocery store with a family member or in the dead of night. We know what it's like to go to a mall and scan. We know that you will want to sit with your back to a wall in a restaurant and be able to see an exit. We know you may have a panic attack in public; we know about triggers; we know about depression and fatigue. We will move into the hotel with you in upstate NY for the fourteen days of our "team training" so we are with you whenever you may need us. Our days are long, but they are also fun. We train together, we take our dogs to the woods to watch them play

together, we go out to dinner together, we go on "field trips" together – and that's just for the 14 days. Once you get home, we still have your back.

We are there 24/7 to answer any questions you may have. We are there to help you problem solve. If you need to go into in-patient treatment after you get one of our dogs, we will take the dog back and hold on to him if you cannot take the dog with you. If you are going on vacation and cannot take the dog (our dogs cannot go on cruises, for example), we will take the dog back while you are away. We will help you every step of the way because our goal, and our only real goal, is for you and your dog to succeed.

In the years of working with war veterans, we have seen the differences our dogs can make in someone's life. Generally, our vets have hit rock bottom before they've come to us. They have generally tried self-medicating with alcohol and/or drugs; they have had families fall apart or threaten to; they have been prescribed more drugs to take on a daily basis than they are comfortable with; they have tried or thought about suicide. They are often at their wits end.

And then they get a Puppies Behind Bars service dog and for reasons that, to be honest, even we do not understand fully, their lives change. The dogs provide the confidence our vets need to re-engage with their families and the world. The dogs provide the unconditional trust and support that our vets need to go forward. And we are confident our dogs will provide this to you, our first responders, as well.

As a Manhattan-based non-profit, we were living and working in New York City on September 11th. We remember that day as though it were yesterday, and we remember the days and weeks and months and years since. We know how our city and our country changed as a result. We want to thank you for serving us. We want to thank you for keeping our city and country safe. We want to let you know that we feel we can do something to repay you for your service – and that something is to provide you with the best possible service dog there is, with the best possible training and follow-up commitment we can give.

If you have any questions as you fill out the attached application, let us know. Shoot us an email or give us a call. We are here to answer your questions and to help you in any ways we can.

Thank you for your interest in Puppies Behind Bars.

December 2022

HOW TO APPLY FOR a Puppies Behind Bars "Service Dogs for Those Who Serve & Protect"®

Puppies Behind Bars will donate service dogs to first responders with PTSD, TBI, and/or mobility related disabilities. We have a maximum of twenty dogs to place per year. Puppies Behind Bars pays for 100% of the cost of placement, including transportation and lodging for training. Post-placement, all costs associated with caring for the dog will be the responsibility of the recipient.

To qualify for service dog:

- Be a first responder (police officer, firefighter, EMS worker, sanitation worker, search and rescue, etc.).
- Be able to provide a stable, safe environment for our dog, which includes love, daily exercise, medical care and food.
- Be willing to become more independent and to work with a highly trained four-legged companion.
- Be willing to take your service dog with you virtually everywhere you go and, at a minimum, agree the dog will not be left alone for any more than two hours a day.
- Be willing to exercise the dog off leash in an outside enclosed area or appropriate park for at least an hour every day, regardless of weather conditions. Puppies Behind Bars will work with you to set up a schedule with family, friends, or colleagues if you are not physically able to provide this exercise yourself.
- Be willing to participate in a 14-day "team training" in Chappaqua, NY. About half of team training classes will include working in prison with a small group of carefully selected inmate "puppy-raisers" within a security-supervised classroom that is separate from the general inmate population. "Puppy-raisers" will impart hands-on, professional knowledge to each recipient about his/her dog and will provide detailed information regarding service dog handling and care. Inmate participants in team training are carefully screened by the correctional facility staff and PBB instructors, are closely monitored and evaluated, and are permitted to participate in PBB's program based on meeting our extremely high standards for their performance and commitment to the well-being of our dogs and those we serve.

Puppies Behind Bars prohibits the discrimination of applicants on the basis of race, sex, creed, religion, sexual orientation, marital status, or other criteria protected by law.

How to Apply:

- Fill out the questionnaire portion of the application and return it to the PBB office (the address is on the application).
- Submit two personal references (blank reference forms are included in this application). What we are looking for are character references. If you feel you cannot get two personal references because you have not told family or friends about your diagnosis, tell us and we will work with you on this.
- Submit a reference from your treating clinician.
- Include a copy of your proof of employment and a recent photo along with your application.

Application Process:

- Within two weeks, we will notify you upon receipt of application via email and will request any other documentation we need

- We will conduct an initial review of your application to determine your eligibility. Although the application process usually takes 4-6 weeks to complete, depending on the number of applications currently being processed and the number of dogs we have available, we may decide to place the application process on hold until we have openings in an upcoming training. At that time, we will inform you of the expected wait time until we reactivate your application. If we decide to proceed with your application, we will contact you to schedule a video phone interview or an in-person interview.
- After speaking with your references and your health care provider, we will inform you of our decision.
- If you are declined, we will refer you to other organizations
- If you are selected, you will be placed in our next 14-day "team training"

All client information and documents shared with Puppies Behind Bars staff through the application process, selection, training and follow up are kept completely confidential and not shared with any third party.

APPLICATION FOR A SERVICE DOG FROM PUPPIES BEHIND BARS

This application will help us understand more about you, your needs, your lifestyle, and, therefore, which type of dog, and which of our dogs in particular, might be the best fit. If there is anything we've left out, please feel free to add it at the end. Please mail the completed application to Ms. Nora Moran, Puppies Behind Bars, 263 West 38th Street, 4th floor, New York, NY 10018, or scan and email it to nora@puppiesbehindbars.com, or fax it to 212 689 9330. Thank you!

Date:

Name:

Address:

Home / Cell Phone Number:

Email Address:

Date of birth:

Are you (circle one): Married Single Divorced Separated Widowed

Current Status of Employment (circle one): Employed Retired Medically Retired

Public Department worked in: Number of years on the job:

Job Title:

Did you respond to the World Trade Center on September 11th or did you work at the site thereafter? If so, please tell us how long you were assigned there (approximate dates are fine).

1. How did you hear about Puppies Behind Bars?

2. Please describe your position with your place of employment in detail, including what capacity you worked in and during which years.

3. Please list any hospitalizations related to your employment.

4. Please list your participation in any inpatient or outpatient treatment programs (PTSD, TBI, or Substance/Alcohol abuse) and dates of participation.

5. Have you ever been tested for seizures or traumatic brain injury? If so, what were the results?

6. Do you use any assistive devices such as a cane, wheelchair, hearing aids, or prosthetic limbs? If so, please describe below.

7. Do you take prescription or non-prescription drugs on a daily basis? If so, please indicate each medication you are taking and what each is for.

8. How much alcohol do you drink?

9. Each day? _____

10. Each week?_____

11. Each month? _____

12. Do you drink: Beer_____ Wine _____Hard alcohol (gin, vodka, scotch, rum, etc.) _____

13. Do you have any pending court cases?

14. Do you live alone?

15. If you do not live alone, with whom do you live? Do you have children in your home? If so, what ages? We will speak with your spouse, partner, or other adult with whom you live, to talk about how a dog would be incorporated into your household. Please provide his or her name and contact information.

16. How close is your nearest relative? What is your relationship with your closest relative(s)?

17. Please describe the contact your immediate family (spouse, children, live-in parents) will have with the service dog. If no contact, why not?

18. Please describe the contact your extended family members (siblings, parents, in-laws, children who do not live at home, grandchildren) will have with the service dog. If no contact, why not?

19. Do you have any animals in your home or on your property? If so, what kinds and how old are they? If dogs, please indicate if they are neutered or spayed.

20. What is a typical day like for you?

21. How would you incorporate a dog into your day?

22. How would you exercise a dog? Our dogs are all Labrador retrievers who need at least one hour of good, hard running off-leash each day. How can you provide that?

23. Do you have a fenced-in yard? If so, please supply dimensions.

24. Is there a dog park near you? If so, please tell us the name and address link (if possible), as well as dimensions.

25. If the answers to #'s 23 and 24 above were "no", where will our dog get to run and play off-leash? Please provide name of park (or whatever), address, and link (if possible).

26. Have you ever had experience with a dog before? If so, what kind and when? What happened to that dog/dogs?

27. Do you own or rent your house or apartment?

28. We specialize in training dogs for clients with PTSD. Our dogs are taught special commands such as "Got My Back" to help you in check-out lines at supermarkets; they are taught to awaken you from nightmares; and various commands to provide tactile grounding if you experience a panic attack or flashback. What, ideally, would you like a dog to do for you?

29. If your application is accepted, you will attend a fourteen-day training during which you will be paired and trained with a service dog specifically chosen for you. The home base for this training takes place at a conference center on four hundred-plus acres of wooded land which we traverse several times a day, up and down significant hills, in order to get from point A to point B. We also spend nearly two hours exercising the dogs on hiking trails on the property every day. This enables class members to enjoy daily recreation together and allows our service dogs to get a chance to run off-lead and play. Will hiking on this property or in a similar state park present too much difficulty for you?

30. What were you like before your job?

31. What were you like when you retired? Did you retire willingly or were you forced to retire?

32. Is there a specific incident you or your doctor can link your PTSD or anxiety to, or is it cumulative? Please be as descriptive as you are comfortable being.

33. A prerequisite for getting a dog is a desire, on your part, to become more independent. How would you get across to us that you do, indeed, want to become more independent?

34. Please list at least two people who may care for your service dog the event of an emergency such as an unforeseen hospitalization or sickness. Please provide names and contact information for each and your relationship to them. At least one of these contacts should live outside your home.

35. Please include a photo of yourself that's been taken within the last two weeks.

I give my consent to Puppies Behind Bars staff, including their mental health consultant, to speak with my personal references, my health care provider, and my significant other as a part of this application process. I understand that any information my references share with PBB staff is confidential and that Puppies Behind Bars will not share those details with me or any third party.

Print Name: _____ Sign Name: _____ Date: _____

Dog Tags and Backup Buddy Service Dog Agreement

Puppies Behind Bars (PBB) pays the costs associated with training the dog and matching the dog with veterans and first responders. PBB will pay for travel and lodging expenses for the veteran or first responder to travel to the fourteen-day training where the participant and dog are trained to work together. PBB will also provide most of the meals, but on the nights when we do not go out to dinner together as well as nights you choose to either eat in your hotel room or go out with other participants, those costs will be yours. Please save and remit all receipts for gas if you choose to drive to "Team Training". Thirty days after receiving the receipts, PBB will reimburse gas and toll expenses. PBB will not reimburse incidentals such as food or beverages consumed in transit or cultural or entertainment expenses incurred during the fourteen days of training with the dog.

I understand that I may contact Puppies Behind Bars at any time when I'm in need of advice related to my service dog, including medical, behavioral, financial, or public access issues. I may be asked to participate in additional training, either virtually or in person if refresher training is deemed necessary.

If, at any time and for any reason, I find that it is impossible to keep the dog I have received from PBB, I will contact PBB and will return the dog to the organization. I will neither sell nor give the dog to anyone, including a family member. PBB will make all arrangements to pick up the dog and no questions will be asked. PBB feels that the dog's happiness and health are of prime importance and will take back any dog whose quality of life is not of the highest standards, which includes that the dog maintains a healthy weight, receives proper veterinary care including monthly doses of Heartgard, Nextgard, and Frontline, one hour of off-leash outdoor exercise each day, and lives in the house and is not tied up outside or in a kennel. We will also take back the dog if you do not stay in touch with us, meaning that you do not return our calls, emails, texts, etc.

PBB will retain ownership of the dog for the life of the dog to ensure that you are working well with the dog and the above standards are met. While we have no intention, or desire, to take a dog back, past experience has shown us, unfortunately, that sometimes it is unavoidable. If PBB decides to remove a dog from my care, PBB will notify my emergency contact as well as my last known treating health care provider. PBB reserves the right to remove the dog from its placement at any time if one or more of the following situations exist:

1. The recipient is unable to properly care for the dog, as determined by PBB, including but not limited to the dog maintaining his or her placement weight.

2. The dog is being neglected or abused, or not exercised.

3. The dog is found wandering on its own.

4. The dog is no longer being used as a service dog.

5. I do not stay in touch with PBB as agreed upon.

6. The dog does not go everywhere with me but instead I leave him/her home with my family and he/she is more or less a family pet.

7. I use the service dog in a manner that violates the standards for service dogs established by PBB and Assistance Dogs International (ADI)

PBB will be in contact with me monthly for the first six months that I am home with my dog and will test me and my dog once a year thereafter. I may have to travel to meet PBB instructors for these visits. I agree to do such travel and will comply with all these visits, as well all emails, texts and phone calls from PBB staff and instructors.

I am aware that if, at any time, I have questions or have trouble adhering to any of the above stipulations, I may contact my instructor or the PBB office. I understand that I may withdraw may application for a service dog, leave team training, or return my service dog to Puppies Behind Bars at any time.

Name (please print)	Puppies Behind Bars, Inc. (name)
_____	_____
Signature	Puppies Behind Bars, Inc. (signature)
_____	_____
Date	Date

Health Care Provider/ Clinician Reference Form for

Service Dogs for Those Who Serve & Protect® Application

Please note that Puppies Behind Bars will contact this reference for a phone interview to glean more information on the applicant. If the applicant needs to sign a release of information waiver prior to the phone interview, please request the applicant to do so upon receipt of this form.

Applicant: _____

Date: _____

Name of Heath Care Provider (please print):_____

Title/ Relationship to Applicant: _____

Direct Phone Number: _____

Address: _____

Email: _____

Our organization specializes in training service dogs for first responders with PTSD. The applicant named above has applied to receive one of these special dogs. Please discuss the applicant's disability or disabilities, including dates the applicant was diagnosed with PTSD and/or other injuries.

1. How long have you known the applicant in a clinical capacity?

2. Please discuss the symptoms of the applicant's disability including the dates the applicant was diagnosed with PTSD and/or TBI. Please also describe any limitations your client may have based on the diagnosis.

3. How would a service dog benefit the applicant?

4. In your clinical opinion, is the applicant able to care, and provide for, a service dog?

5. Do you feel the applicant would be able to handle a service dog in times of stress and in public situations where dogs are not permitted and specifically when the presence of the service dog is challenged?

6. Does the applicant take any medication or have any conditions which may impair his/her judgment or ability to care for a service dog?

7. Has the applicant had a suicide screening? If so, when, and what were the results of the assessment?

8. In some instances, Puppies Behind Bars determines, during the fourteen-day "team training", that the client is not a proper match with our dogs. While we really try to work things out, if the client is not bonding with any of the dogs, if the client is not complying 100% with PBB rules, or if there are other reasons, we will notify you. How do you feel this client will respond if he or she is sent home without completing "team training"?

Please feel free to add anything else about the applicant that substantiates his/her ability to care for, and benefit from, a service dog. For this, please use the reverse side.

Signature: _____
Date: _____

Please mail, scan, or fax this form to:

Nora Moran
Puppies Behind Bars
263 West 38th Street, 4th floor, New York, NY 10018
email: **nora@puppiesbehindbars.com; fax: 212 689 9330**

Personal Reference Form for Service Dogs for Those Who Serve & Protect ® Application

Please note that Puppies Behind Bars will contact this reference for a phone interview to glean more information on the applicant.

Applicant's Name:

Your Name:

Phone Number: Email Address:

1. What is your relationship to the applicant?

2. How long have you known the applicant and how often do you interact?

3. How would you describe the applicant's character? Please be as descriptive as possible.

4. How would you say the applicant handles interacting with people?

5. How would you say the applicant handles receiving instruction and constructive criticism?

6. Have you ever observed the applicant interacting with animals?

7. To your knowledge is the applicant able to care and provide for a dog, including an hour of off leash outside play each day (regardless of weather)?

Please feel free to add anything else you feel we should know about the applicant. For this, please use the reverse side.

Signature: _____

Date: _____

Please mail, scan, or fax to:

Nora Moran
Puppies Behind Bars
263 West 38th Street, 4th floor, New York, NY 10018
Email: **nora@puppiesbehindbars.com; fax: 212 689 9330**

Personal Reference Form for Service Dogs for Those Who Serve & Protect ® Application

Please note that Puppies Behind Bars will contact this reference for a phone interview to glean more information on the applicant.

Applicant's Name:

Your Name:

Phone Number: Email Address:

1. What is your relationship to the applicant?

2. How long have you known the applicant and how often do you interact?

3. How would you describe the applicant's character? Please be as descriptive as possible.

4. How would you say the applicant handles interacting with people?

5. How would you say the applicant handles receiving instruction and constructive criticism?

6. Have you ever observed the applicant interacting with animals?

7. To your knowledge is the applicant able to care and provide for a dog, including an hour of off leash outside plat each day (regardless of weather)?

Please feel free to add anything else you feel we should know about the applicant. For this, please use the reverse side.

Signature: _____

Date: _____

Please mail, scan, or fax this to:

Nora Moran
Puppies Behind Bars
263 West 38th Street, 4th floor, New York, NY 10018
Email: **nora@puppiesbehindbars.com; fax: 212 689 9330**