

## Benefits

- Safe and positive environment in which to complete your hours
- Increased understanding of behind the scenes shelter activities
- Working on tasks that have a positive impact on animal lives
- Flexible scheduling
- Ability to work before or after sentencing
- Supervision and tracking of CSV hours
- Documentation of hours worked on official letterhead
- Potential to earn a personalized letter documenting our appreciation of exemplary performance
- Responsible and experienced CSVs *may* be allowed to directly interact with our animals

## Pricing

There is a nominal and **nonrefundable** hourly fee for supervision costs. The amount of the fee will vary depending on the severity of the offense, the age of the offender, and any special supervisory or behavioral issues for the CSV. This fee is due upon the signing of the contract, and must be paid in full before the beginning of community service hours.

Accepted payment methods:

- Cash
- Checks made out to the Stafford SPCA
- Money orders & cashier's checks
- Credit card (via Paypal)

## About Us

The Stafford SPCA is a Virginia registered not for profit animal organization dedicated to a no-kill philosophy and the improvement of local animals' lives. We are committed to caring for animals in need, educating the community, and raising awareness of the importance of putting a stop to animal cruelty and abandonment.

**Our shelter is open to CSVs  
9 AM to 10 PM every day.**

## Applying

You can find our CSV Program Application at  
**[www.StaffordSPCA.org/CommunityService](http://www.StaffordSPCA.org/CommunityService)**

Or by scanning the QR code below



## Community Service Volunteer Coordinator

**Meetings by appointment only.**

[CSVSupervisor@StaffordSPCA.org](mailto:CSVSupervisor@StaffordSPCA.org)

Direct: (540) 242-0608

Main: (540) 657-7387

Fax: (866) 522-8042

140 Andrew Chapel Road

Stafford, VA 22554



**Court Ordered  
Community Service  
Volunteer Program**

## Getting Started

Before you can begin serving hours as a Community Service Volunteer (CSV), you must submit an application. This can be done online, by fax, email, or first-class mail. You can find the CSV application online at [www.StaffordSPCA.org/CommunityService](http://www.StaffordSPCA.org/CommunityService).

Once your application is received, our coordinator will contact you to schedule an intake interview. The interview will serve as our chance to get to know you, and to thoroughly explain our policies and procedures. Prior to being accepted into the program, you will sign a contract agreeing to abide by our policies. Once accepted into our program, you will pay your nonrefundable hourly supervision fee, and schedule your community service hours so that they can be completed before your given deadline.

If you are contacting us on behalf of a minor, please include your contact information as well.

The Stafford SPCA reserves the right to refuse acceptance into our community service program based on past criminal history or current criminal proceedings.

**We do not accept sex offenders and those convicted of animal abuse, neglect, cruelty, or abandonment into our community service program for any reason, to include past criminal history or current criminal proceedings.**



## About Our Program

Our shelter is open to CSVs from 9AM to 10PM every day. CSVs may perform many of the same duties as our staff and volunteers during these hours. **CSVs are not permitted to interact directly with our animals without prior permission.** Duties may include, but are not limited to:

- General cleaning and organization
- Non-technical maintenance
- Lawn and grounds care
- Laundry
- Stocking supplies
- Assisting with ongoing shelter projects as needed
- Responsible and experienced CSVs *may* be given an opportunity to work directly with our animals
- Other duties as assigned



## Our Shelter Culture and Our CSVs

Our court ordered community service program is a safe, fun, and fulfilling way to satisfy a court's requirement for community service hours. We are happy to work with non-Stafford residents, as long we can obtain written approval from the court, probation officer, or organization that they will accept our documentation and give credit for time served at our facility.

As a state recognized animal releasing agency, we are **prohibited** from accepting CSV applicants charged with animal abuse, neglect, cruelty, or abandonment.

We strive to provide a healthy, positive, and homelike environment for our animals, staff, and volunteers. **The Stafford SPCA is a substance free facility and organization. We have a zero tolerance policy regarding tobacco, alcohol, and drug use anywhere on our property. These are all highly toxic to our animals.**

**CSVs are NOT permitted to interact directly with our animals without prior permission.**

**Failure to follow these policies may result immediate dismissal from our program and removal from our property.**

The Stafford SPCA reserves the right to reject or refuse any and all applicants at its sole discretion. Convicted sex offenders are not permitted in our program. Applicants convicted of larcenies or any violent offenses will be evaluated on a case by case basis. The most common CSVs that we approve involve traffic offenses, first offense possession charges, first offense alcohol charges, and other minor first time offenses like shoplifting.

This is a very successful program. The participants enjoy it. The animals enjoy it. You get to work hard, make a difference, and satisfy the courts in one easy step.