APL question list – group 6

In general:

1. Which table out of the three (LIST1, ADOPTS, RECORD) is the master if the information is inconsistent with each other? List1 tracks people, record tracks pet and adopts tracks who adopts what.
2. Do we currently have any data verification process in place? How do we deal with missing information? Which information is more important for us to verify if we can (what type of information, frequency, the amount of labor resources we can use on verification).

Health:

1. Do we give health services to all pets being adopted? Should we track all pets we provide health services to in our Record Table?
2. Are we providing health services to external animals that are not tracked in our database?
3. Currently it is hard to accurately link the Health Table to the Animal Table due to unmatching ID. Can you help us better understand the purpose of the Health Table? Will we need accurate information (past or future) from the Health Table for tax reporting, transaction with insurance or government purpose?

Transactions:

1. For transactions, RegHdr Table does not have matching MasterID with LIST1 Table so that we cannot match past customers with our adopters in the database.
2. How important is it for us to track donation inventory such as in-kind items? Is it more important to track the interaction with the donor or the items?

Sponsor types:

1. How to get an APL membership and is it free? What is a life member?
2. Currently we have a few different sponsor types (members, benefactors, donors, pet adopters, current and previous board member, volunteer, gala participants)? Do we want to provide different communications to any sponsors besides the mass email?
3. What is the difference between PROGRAM TABLE and SPONSORTYPE table? Any reasons to keep the two tables separate?
4. Please help us review the current sponsor type list and **remove any irrelevant items**.

|  |  |  |  |
| --- | --- | --- | --- |
| SPONSORTYPE | DESCRIPTION | Questions for APL | Feedback from APL |
| Adoption | Animal Adoption |  |  |
| Adoption Donation | Adoption Donation | Is adoption donation = adopt + donate? |  |
| Benefactor | Benefactor Member | How is a benefactor diff from a member? |  |
| Bernie | Bernie | what is bernie? |  |
| Board Member | Board Member |  |  |
| Bowser | Bowser Medical Bills | what is bowser? Is this referring to medical bill donation from a specific place? |  |
| Brick | Brick | what is brick? |  |
| Cage | Cage Sponsor |  |  |
| Commemoration | Commemoration | Does commemoration mean donation? |  |
| Donor | Donation | Does donor refer to monetary donation or anything else? |  |
| Employee | Employee |  |  |
| Fall 2006 | Donation |  |  |
| Friends of Animals | Friends of Animals | Is this a sponsor from FOA institute? |  |
| Gala Attendee | Gala Attendee | Is gala the annual donation event we want to host? |  |
| Gala Donor | Gala Donor |  |  |
| Grant | Grant | Is this gov or local grant? |  |
| Hold | Animal Hold | is this monetary? |  |
| In Kind Items | In Kind Items | What is the diff between in kind items and misc. items? |  |
| Intake | Intake |  |  |
| License | License |  |  |
| Life Member | Life Member | What are the membership types? |  |
| Mailing List | Newsletter Mailing List |  |  |
| Membership | Membership |  |  |
| Misc. Items | Shirts, Mugs, Misc. |  |  |
| Newsletter Mailing List |  |  |  |
| Nov 2006 Emergency Appeal | Nov 2006 Emergency Appeal | Is this the same as Fall 2006 donation? |  |
| Previous Board Member |  | Are previous board members the same as members? How do we want to treat them? |  |
| Return to Shelter | Return to Shelter | Are APL sponsoring returning pets to shelter, owner and rescue? Why these 3 are on the sponsor type lists. |  |
| RTO | Return to Owner |
| Sent to Rescue | Sent to Rescue |
| Volunteer | Volunteer |  |  |
| Will/Bequest/Trust | Will/Bequest/Trust |  |  |