



## New York State Animal Population Control Program

The New York State Animal Population Control Program (APCP) is a low-cost spay/neuter grant program administered by The American Society for the Prevention of Cruelty to Animals® (ASPCA®) on behalf of the New York State Department of Agriculture and Markets.

Unless otherwise stated in the specific guidelines below, grants for this program are subject to the ASPCA's general grant requirements and guidelines.

### Eligibility

The following types of organizations are eligible to apply for APCP grant funds and subject to the requirements listed below:

- New York municipal or county animal shelters and animal control; or
- New York based 501(c)(3) non-profit animal welfare organizations, including low-cost spay/neuter clinics.

Eligible 501(c)(3) organizations must meet the following organizational standards:

- Incorporated and in good standing with the New York Department of State
  - This means that you meet all state-imposed requirements, which may include filing reports/forms, paying required fees, appointing a registered agent, etc.
- Registered and in good standing with the New York State Office of the Attorney General's Charities Bureau
  - This means that, if applicable, you are registered and file annual financial reports with the Bureau.
    - Any organization that conducts charitable activities, holds property that is used for charitable purposes, or solicits financial or other contributions.
- 501(c)(3) exemption is current.
- Board of Directors includes at least 4 Board Members
- Majority of the Board of Directors is independent.
  - This means that fewer than half of your Board members can be paid employees and/or family members or close relatives.
- Board Chair and Treasurer are not compensated by the organization.



## Designated Beneficiaries of ACPG Grant Projects

As required by New York State law, the allocation of ACPG grants is restricted to entities providing low-cost spay/neuter services for dogs and cats to New York State residents who receive public assistance or who have adopted a dog or cat from a qualified nonprofit or government organization (“Designated Beneficiaries”).

To be eligible, Designated Beneficiaries and their pets must meet the following criteria:

- The animal must be a cat, kitten, dog, or puppy.
- The pet parent presenting their pet for sterilization must provide proof of residence in New York State.
- The pet parent presenting their pet for sterilization must provide proof of ONE of the following forms of eligibility:
  - Participation in one of the following programs:
    - food stamps
    - supplemental security income for the aged, blind, and disabled
    - low-income housing assistance
    - Family Assistance
    - Safety Net Assistance
    - Medical Assistance
    - other similar programs suggested by applicants or the ASPCA and approved by the Agriculture and Markets Commissioner

OR

- Adoption from a government shelter or nonprofit animal welfare organization located within the State.

Regardless of the above criteria, pets adopted from organizations whose adoption fees include the cost of spay/neuter services are NOT eligible for spay/neuter services through grant projects funded with ACPG funds.

## Guidelines for Proposals

Proposals may include the following types of funding requests:

### *Indirect Providers*

- Vouchers or other payments for spay/neuter surgery at partner organizations or clinics.



- Payroll and expense support for administrative staff whose responsibilities play a significant role in providing access to low-cost spay/neuter services to Designated Beneficiaries.
- Other projects that either directly or indirectly provide demonstrable low-cost spay/neuter services to Designated Beneficiaries (e.g., HQHVSN training)

### ***Direct Providers***

- Subsidize comprehensive cost per surgery.
- Infrastructure, capital improvements, and equipment (including vehicles) that result in an increase in the number of low-cost spay/neuter procedures and a decrease in the costs of such procedures during and/or beyond the grant term.
- Consumable supplies (e.g., Anesthetic drugs, suture, gauze, syringes)
- Payroll and expense support for new staff hires, including veterinarians, veterinary technicians or other staff who will play a significant role in providing low-cost spay/neuter services to Designated Beneficiaries
- Other projects that either directly or indirectly provide demonstrable low-cost spay/neuter services to Designated Beneficiaries

### **Project requirements and restrictions:**

Projects that cannot reasonably be limited to the Designated Beneficiaries and will therefore benefit other populations are eligible if the applicant can demonstrate that the project will provide significant outreach to and impact on Designated Beneficiaries. When feasible, the requested amount should reflect only the pro-rated cost of the program that will benefit the intended Designated Beneficiaries.

Projects that include or result in direct spay/neuter services to Designated Beneficiaries must include a co-pay of at least one dollar per dog or cat to be paid by the pet parent presenting the pet(s) for sterilization.

All veterinary services provided to pets targeted with ACP funds must be performed by a veterinarian licensed in New York State

### **In addition to the regular ASPCA grant application requirements, ACP applications must include detailed information on the:**

- Method of providing low-cost spay/neuter services.
- Anticipated fee schedule for the services.
- Size and need of the targeted populations.
- Plan for outreach and promotion of services.
- Demonstration or evidence of experience and qualifications for providing low-cost spay/neuter services.
- Project's cost-effectiveness; and



- List of partner organizations and veterinarians that will provide spay/neuter services.

## APCP proposal evaluation:

The ASPCA reviews the applicant organization and the proposal for effectiveness, sustainability, quality, and adherence to APCP guidelines.

## Grant Reporting

The ASPCA requires reports for all approved grants to be filed at the end of the grant term. Grantees may also be required to file interim reports during the grant term. Grant reports are used to collect narrative and other evidence on the use of the grant funds to verify compliance with ASPCA standards and APCP funding rules.

Reporting requirements for projects that provide direct spay/neuter services to Designated Beneficiaries may include a detailed report(s) that lists the age, species, and sex of the pets altered as well as the name of the agency from which the dog or cat was adopted or the type of eligible public assistance and the county of residence of the pet parent of the altered dog or cat.

## How to Apply

To be considered for a grant, you must submit your request online through this link: [APCP Application](#).

### Please Note:

- **Submit *one* project per application.** If your organization is seeking APCP funding for more than one project, it is acceptable to submit multiple applications.
- Organizations may reapply through the normal process at any time.
- There are **no deadlines** to submit applications.
- There are no minimums or maximums for requested grant amounts. However, funded grant amounts may differ from requested amounts. Incomplete applications will not be considered.
- Counties may apply for exemption from the APCP. See below for details.
- Organizations located in counties that are exempt from the APCP, including the five boroughs, may apply for APCP funds. If funds are awarded, they may only be used for spay/neuter services for Designated Beneficiaries residing in counties outside of the exempt county.



*The Animal Population Control Program is mandated by New York State law<sup>3</sup> and the ASPCA administers the APCP on behalf of the State. Therefore, eligibility, guidelines, restrictions, or any other controlling aspects of the administration of APCP may be subject to change based on legal interpretation and any future amendments to the State law that created it or any amendments to the Master Agreement between the State of New York and the ASPCA.*

## **County Requests for Exemption from APCP**

County governments may apply for exemption from the state APCP fund to administer their own animal population control program. Exemption obligates counties to use future dog license surcharges collected by municipalities within county borders for their approved animal population control program.

Applications for exemption shall be submitted through the APCP funding application process, as outlined in this document, and are subject to review and approval by the ASPCA, as mandated by our Agreement with the State of New York and the state law that establishes and governs the APCP.

### **County exemption applications must include the following information:**

- Anticipated revenue from municipal dog license surcharges from January 2021 through December 2025
- A cost-benefit analysis of APCP exemption vs. participation that clearly demonstrates the county's ability to provide a higher number of low-cost spay/neuter services at a lower program cost through a county-administered plan than would be provided to eligible applicants by APCP.