

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: October 21, 2025

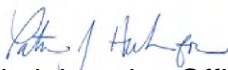
CAO File No. 0130-02175-0000

Council File No. 12-1967-S11

Council District: --

To: The Mayor and Council

From: Matthew W. Szabo, City Administrative Officer



Reference: Transmittal from the Board of Animal Services Commissioners dated October 16, 2025.

Subject: **ACCEPTANCE OF A NON-COMPETITIVE GRANT FROM THE AMERICAN SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS TO FUND SIX-MONTHS OF CANINE ENRICHMENT SERVICES – ANIMAL SERVICES DEPARTMENT**

RECOMMENDATIONS

That the Council, subject to the approval of the Mayor:

1. Authorize the General Manager, or designee, to:

- a. Accept funds in the amount of \$800,000 in accordance with the non-competitive grant from the American Society for the Prevention of Cruelty to Animals (ASPCA) to fund six-months of canine enrichment services for a performance period effective as of August 8, 2025 through July 31, 2026;

2. Authorize the Controller to:

- a. Establish a receivable from the American Society for the Prevention of Cruelty to Animals in the amount of \$800,000 within Fund 859, Department 06;
- b. Appropriate \$800,000 to Account No. TBD, ASPCA Grant-Canine Enrichment Services, within Fund 859, Department 06;
- c. Transfer \$800,000 from Fund 859, Department 06, Account TBD to Fund 100, Department 06, Account 003040 Contractual Services, for grant-related expenses; and,

3. Authorize the Animal Services Department to prepare Controller instructions for any technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

SUMMARY

The Animal Services Department (Department) requests authority to accept funds in the amount of \$800,000 in accordance with a non-competitive grant award from the American Society for the Prevention of Cruelty to Animals (Grantor) to fund six-months of services provided through the Department's canine enrichment services contract with Dogs Playing for Life™ (Contract No. C-145696), for a performance period effective as of August 8, 2025 through July 31, 2026. The grant award terms do not require a matching provision. The Agreement has also been reviewed by the City Attorney as to form.

On August 8, 2025, the Department received notification of a grant award from the Grantor to fund an additional six-months of canine enrichment services at the Animal Services Centers through an existing contract with Dogs Playing for Life™ (Contract No. C-145696). The grant agreement specifies that the \$800,000 award will be provided in one payment and must be utilized exclusively for costs incurred directly with the contract within the established performance period. Any proposed changes to the use or purpose of funds or requests for extensions will require full approval from the Grantor prior to implementation.

Under the Agreement, the Department is responsible for preparing an interim report by February 14, 2026 and a final report by August 14, 2026, with information about the services provided. During the performance period, the Department is also required to maintain accurate records of receipts and expenditures made with the grant funds in accordance with Generally Accepted Accounting Principles (GAAP) and keep copies for at least three years following the completion of the grant agreement. The Department may publicly acknowledge the Grantor's support and shall submit any such acknowledgements for review and approval of the Grantor prior to being publicly distributed. The Grantor may terminate the grant agreement should the Department fail to carry out its obligations. Should the grant be terminated, the Department is required to promptly return any unspent grant funds and return any expended grant funds deemed to have been misappropriated per the terms of the Agreement.

FISCAL IMPACT STATEMENT

Approval of the recommendations within this report will allow for the acceptance of the ASPCA award in the amount of \$800,000 to fund six-months of canine enrichment services at all Animal Services Centers. There is no additional impact to the General Fund resulting from the acceptance of this grant award.

FINANCIAL POLICIES STATEMENT

These actions are in compliance with the City's Financial Policies in that all grant funds will be utilized to fund grant activities.