

RFP0312

REQUEST FOR PROPOSALS

for the

2023-2024 NEW YORK STATE  
COMPANION ANIMAL CAPITAL PROJECTS FUND

*Competitive Grants to Not-for-Profit Pounds, Shelters, Humane Societies and Rescue Facilities*

**APPENDIX 1: ELIGIBLE EXPENSES**

Per the RFP, only capital projects necessary for the secure containment, health, and adequate care of sheltered dogs and cats are eligible for funding. Eligible expenses include direct costs related to the construction, renovation, rehabilitation, installation, acquisition, or expansion of buildings, equipment, or facilities.

Ineligible expenses cannot be included in your Grants Gateway budget as grant funding **nor** match funding. **If you are unsure of whether an expense is eligible, please email a detailed request for information to: [Ana.Colon@agriculture.ny.gov](mailto:Ana.Colon@agriculture.ny.gov).**

Examples of ineligible expenses:

- medical equipment or facilities used for community or outpatient services;
- labor performed by shelter employees, volunteers, or management – unless performed by municipal employees;
- the purchase of land;
- architect and/or design fees;
- archeological study on land to be used for a facility;
- blacktopping a driveway; and
- vehicles.

Examples of eligible expenses:

- direct costs related to the construction, renovation, rehabilitation, installation, acquisition, or expansion of buildings, equipment, or facilities necessary for the secure containment, health, and adequate care of sheltered dogs and cats.
- labor performed by outside employees (contractors, etc.);
- labor performed by municipal employees;
- project oversight by shelter management;
- HVAC (heating, ventilation, and air conditioning) system; and
- medical equipment or facilities used exclusively for sheltered dogs and cats.