

FAAS Funding Request Memo

Thank you for the opportunity to submit this request to address a projected deficit of \$175,000 in the FAAS contract with the City of Alameda for the FY '25/'26.

We took an in-depth look at our shelter operations and late in 2025, made some difficult decisions to bring our variable costs more in line with the contractual budget amount of \$1,215,165.

- Instituted a reduction in force (RIF) in December 2025 that reduced, starting in January 2026, personnel costs by an average of \$13.4k per month, for an annualized savings of \$160.7k.
- Implemented additional controls over shelter operating expenses that, starting in February 2026, reduced average monthly costs by \$15k, for an annualized savings of \$180k.
- Cost reductions, implemented by FAAS, reduced the projected deficit for FY '25/'26 from \$299,000 to \$175,000, a decrease of 41.5%.
- Other shelter costs, such as occupancy, insurance, and professional services (accounting and audit), represent fixed costs over which we don't have significant control.
- The expected cost of shelter operations for FY '25/'26 is \$1,390,165; absent cost reductions implemented by FAAS; the estimated cost of shelter operations would be \$1,514,165.

Reduced staffing levels created by the RIF have had a negative effect on our overall shelter operations.

- The absence of sufficient kennel and front office staff has resulted in managers performing clerical front office and kennel operations duties.
- Additionally, by no longer having an Adoptions/Foster manager, we have had to rely on the remaining front desk staff (and managers) to assist with evaluating potential adopters, completing associated paperwork, and supporting foster parents who are picking up pets, food, medication and supplies. This resulted in a notable increase in waiting times for visitors both with and without appointments.
- Considering the above, in May 2026 we added back the minimum number of kennel staff needed to cover planned and unplanned staff absences.
- We are in process of conducting a workforce analysis of shelter operations to develop a staffing plan that will maintain our ability to meet or exceed the "Guidelines for Standards of Care in Animal Shelters" for FY 26/27.