



**SHELTER  
ANIMALS  
COUNT**



**AnimalsFirst**

Send your monthly intake and outcome data to Shelter Animals Count automatically each month!

To get started use the following instructions to

Opt-In on your **Shelter Animals Count Portal**

AND

Turn the API on in your **Animals First Account**

STEP 1: Login to Shelter Animals Count Data Portal, <https://data.shelteranimalscount.org/>

STEP 2: On Profile drop-down, click **Organization**

← ↻ 🔒 https://data.shelteranimalscount.org

SHELTER ANIMALS COUNT  
THE NATIONAL DATABASE

Location: Hill Farm - Location 1

Samantha Hill

- SAMANTHA HILL
- Organization
- Profile
- Logout

# Welcome, Samantha Hill!

Home

STEP 3: Click **Edit Organization**

← ↻ 🔒 https://data.shelteranimalscount.org/organizations/6631

SHELTER ANIMALS COUNT  
THE NATIONAL DATABASE

Location: Hill Farm - Location 1

Samantha Hill

# Hill Farm

Details Locations Members

**Edit Organization**

Organization Name  
Hill Farm

Organization Status  
confirmed

- Home
- Data
- Services
- Coalitions
- National Data

STEP 4: Near the bottom of the screen, complete the 3 fields for the API and click Update  
*\*If this section is not completed, data will not be able to be received for your organization*

← ↻ 🔒 https://data.shelteranimalscount.org/organizations/6631/edit

Location: Hill Farm - Location 1 | Samantha Hill

**SHELTER ANIMALS COUNT**  
THE NATIONAL DATABASE

Home | Data | Services | Coalitions | National Data

Annual Intake of animals for 2021 (cats and dogs only)\* 10

Annual Operating Budget for 2021\* 100

Do you use any of the following software?  
AnimalsFirst

Our organization has opted-in to an API with the software company above to send Intake/Outcome data to SAC automatically each month  
Yes

Software Unique Identifier (for API use only)\*  
XXXX

**Authorizer Information**

Authorizer Name\*  
Samantha Hill

Authorizer Title\*  
Data Director

Authorizer Email\*  
samantha2012hill@gmail.com

Authorizer Primary Phone Number\*  
(740) 525-2658

Extension

Cancel **Update**

Identify "Animals First" as software company

Opt-in to the API with the software company by changing to "Yes"

Enter your SAC Location ID  
See where to find the location ID on the next page

# SAC Location ID can be found here in your organization profile



Ashley Pech (admin) ▾

## SAC Comms – Test Account

Details Locations Members Export Data

### Locations

Add Location

| Location Id | Name      | Address  | County         |   |
|-------------|-----------|--|----------------|---|
| 6456        | Primary   | 650 Whispering Oak Dr<br>Castle Rock, CO 80104 | Douglas County | ⋮ |
| 6525        | Secondary | 810 Whispering Oak Dr<br>Castle Rock, CO 80104 | Douglas County | ⋮ |

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## STEP 5: Login to Animals First Account

## STEP 6: Navigate to Shelter Info page

## STEP 7: Enter SAC location ID into the field

The screenshot displays the 'AF Test Shelter' management interface. On the left is a dark sidebar with navigation options: Animals, Fosters, People, Partners, Adoptions, Field Services, Transports, Reports, Stats, Settings, and Shelter Info (circled in red). The main content area is titled 'AF Test Shelter' and includes a dog image placeholder, contact details, and an 'About' section. A red circle highlights the 'Shelter Animal Count (SAC) Location Id' field, which contains the value '1234'. A red arrow points from the 'Shelter Info' menu item to this field. Another red arrow points to the field with the text 'Enter your Shelter Animal Count ID'. The 'Stripe Integration' section shows a confirmation message: 'Your Stripe account has been connected.'

**AF Test Shelter**

Welcome Gerald Owens [Logout](#)

**AF Test Shelter**

*Double Click image to change*

**Shelter/Rescue:** AF Test Shelter

**Address 1:** 245 West 19th St

**Address 2:** PH 1

**City:** New York

**State:** NY

**Country:**

**Postal Code:** 10011

**Contact:**

**Phone:** (917) 583-9663

**Email:** glowens@animalsfirst.com

**Website:** https://animalsfirst.com

**TimeZone:** America/New\_York

**Currency:** USD

**About:**

This is a test Shelter

*Double Click Text Above To Edit*

**Stripe Integration:**

✓ Your Stripe account has been connected.

**Shelter Animal Count (SAC) Location Id**


Shelter Animal Count (SAC) Location Id: 1234

Enter your Shelter Animal Count ID

### Shelter Animal Count

Your report will automatically be sent on the 6th day of every month.  
If you need to update a previous month, just click the button and the report will be sent to Shelter Animals Count.

[Send SAC Report](#)

 2022-08-01 

| Record Year | Record Month | Species | Stray At Large Adult | Stray At Large Up To 5 Months | Stray At Large Age Unknown | Relinquished By Owner Adult | Relinquished By Owner Up To 5 Months | Relinquished By Owner Age Unknown | Intake Owner-Intended Euthanasia Adult | Intake Owner-Intended Euthanasia Up To 5 Months | Intake Owner-Intended Euthanasia Age Unknown | Transferred In From Instate Agency Adult | Transferred In From International Agency Adult | Transferred In From Out of State Agency Adult | Transferred In From Instate Agency To 5 Months |
|-------------|--------------|---------|----------------------|-------------------------------|----------------------------|-----------------------------|--------------------------------------|-----------------------------------|--|---|--|--|--|---|--|
| 2022        | 8            | canine  | 3                    | 0                             | 8                          | 0                           | 0                                    | 0                                 | 0                                      | 0   | 0  | 0  | 0  | 0   | 0  |

Reports

Intakes

Outcomes

Stray Map

Fosters

Adoption Report

RTO Report

Adopt Requests

Adopt Applications

Adoption Payments

RTO Payments

Requests for Care

Medical Reports

Shelter Animal Count Report

Stats

Settings

AF Admin

## STEP 8: No longer manually upload or enter your data again!

### NOTES REGARDING API:

- You **MUST** complete the instructions for updating your SAC organization profile AND turn on the API in your Animals First account for the API to correctly send data.
- Monthly data will be automatically uploaded to your data portal on the 6th of each month for the prior month (i.e. on August 6, July data will be uploaded).
  - *We recommend you confirm that the data came through correctly during the first month the API is active by viewing the data in your SAC portal.*
- You can resend your data to SAC using the Send SAC Report button in your Animals First account.
- You will still have access to upload a CSV or manually change data if you need to.
- You can opt-out of the API at any time.





**INFO@SHELTERANIMALSCOUNT.ORG**