



The State University
of New York

Office of the
Chief Financial Officer

State University Plaza
Albany, New York 12246

www.suny.edu

October 3, 2016

Kevin E. Drumm, President
SUNY Broome Community College
P.O. Box 1017
Binghamton, NY 13902

Re: START-UP NY

Dear President Drumm:

Congratulations. Attached is the approved application for SUNY Broome Community College's Amended Campus Plan for Designation of Tax-Free Area(s).

After completion of the required 30-day comment period, please submit evidence of stakeholder notification, along with your complete campus plan, to Empire State Development at designations@esd.ny.gov.

Best of luck to you and SUNY Broome Community College in launching the START-UP NY program.

Best Regards,

Eileen McLoughlin
Senior Vice Chancellor for
Finance and Chief Financial
Officer

Attachment
Copy: SUNY START-UP NY Proposal Review Team

To Learn
To Search
To Serve

the Power of 

SUMMARY - SUNY BROOME COMMUNITY COLLEGE

Amended Campus Plan 9/22/2016

Page 1 Contact information changed from Debra Morello to Janet Hertzog

Page 2 Contact name changed from Debra Morello to Janet Hertzog

Page 3 Date changes to reflect actual date of amended plan submittal

Page 5 Campus Contact information changed – removed Debra Morello and added Janet Hertzog.

Section #1: Identification of space/land proposed for Tax-Free designation

- DELETED: 15 Charles St., Binghamton, NY 13905
- ADD: 733 Azon Rd., Johnson City, NY 13790;
- ADD: 107 Brink St., Endwell, NY 13760
- ADD: 307 Chaumont Drive, Endwell, NY 13760

Page 6

Description of Physical Characteristics of Proposed Tax-Free NY Area(s), Additional off-campus sites to be included in the SUNY Broome plan:

DELETED:

- SUNY Broome on-Campus plan are vacant labs located on the 2nd floor of the Science Building. Lab #1 is 1074 sf, Lab #2 is 1776 sf and includes a storage room of 106sf and office space of 83sf, for a total of 1965 sf. The rooms are found in the attached Science Building floor plan and designated by the following identification numbers:
SU-304-1-B-0003-202/203-A
SU-304-1-B-0003-205-A

ADD:

- The space identified in the SUNY Broome on-Campus plan are vacant labs located on the 2nd floor of the Science Building. Lab #1 is 721 sf, Lab #2 is 93 sf, for a total of 814 sf. The rooms are found in the attached Science Building floor plan and designated by the following identification numbers:
SU-304-1-B-0003-207
SU-304-1-B-0003-207-A

Additional off-campus sites to be included in the SUNY Broome plan:

DELETED:

- 15 Charles St, 2nd, Binghamton, NY 13905: the entire 2,800 SF of vacant space located on the second floor identified for expansion development under the Start-Up NY program. The building is located in an area zoned for Industrial/Commercial development and is designated as SU-304-2-B-1005-000-A.

ADD:

- 733 Azon Rd., Johnson City, NY 4,045 SF vacant building identified for development under the Start-Up NY program. The building is zoned for industrial development and designated as SU-304-2-B-1006-000-A
- 107 Brink St., Endwell, NY 13760 (7,684 SF) Vacant space in off-campus building identified for development under Start-Up NY. The site is located in an area zoned for Industrial/Commercial development and is designated as SU-304-2-B-1007-000-A

- 307 Chaumont Drive, Endwell, NY 13760, **6296 SF**, Vacant stand-alone building. Single story with 13" ceilings. The building is 5989 SF containing 600 SF of office space. Additional 307 SF of covered outside area for a total space of 6296 SF. Lot size is 98'x 164'. The building is zoned for industrial/commercial development and designated as SU-304-2-B-1008-000-A

Page 7 Total Square footage of the space/acreage for Tax-Free NY designation

Section #2:

- **Change from 18,177 sq. ft. campus space to 24,474 sq. ft. campus space**

Page 7 -8

Section # 2a: Potential space/acreage for Tax Free NY area

- Delete 1049 Chenango Street, Binghamton, NY 13833: 28,419 SF, Zoned Residential B, Former school with gymnasium, auditorium
- 404 - 408 Front St., Vestal; NY: 17,964 SF. Multi-building warehouse, showroom site on 1.36 acres
- 51 Cherry St., Greene, NY 13778: 25,000 SF, Manufacturing and distribution of dairy products.

Section #2b: Total square footage listed as potential space/acreage for Tax Free NY area

Change from 442,964 sq. ft. to 375,626 sq. ft.

Page 10

- *Chart inserted in Section #4 to reflect currently registered academic programs.*

Page 12

Section 6.1 Marketing and promotion updated

Section 6 Terminology of "Review Committee" addressed

Section 6.2 Sentence regarding Review Committee approval of tax-free status removed.

Page 25-25

- Floor Plan reflects changes to SUNY Broome Community College Science Building, SU-304-1-B-0003-000-A. Removal of Labs #1 and #2, replaced by Rooms 107 and 107A (**841 SF**) **both pages**

Page 25

- Removal of map/floor plan for SU-304-2-B-1005-000-A: 15 Charles Street, Vacant 2nd Floor (2,800SF), Binghamton, NY 13905

Page 26-29

- Add map/floor plans for SU-304-2-B-1006-000-A 733 Azon Road, Johnson City, NY 13790 (Vacant Building (4,045 SF)
- SU-304-2-B-1007-000-A 107 Brink St., Endwell, NY 13760 (Vacant Space = 7684 SF)

Page 32-33

- Add map/floor plans for SU-304-2-B-1008-000-A 307 Chaumont Drive, Endwell, NY 13760 (Vacant Building (6,296 SF)

SUNY BROOME COMMUNITY COLLEGE

Start-UP NY Campus plan

Date: 9/22/2016

Please return comments to:

Janet Hertzog
Director of Continuing Education and Workforce Development
SUNY Broome Community College
607-778-5203



The State University
of New York



SUNY START-UP NY

Campus Plan for Designation of Tax-Free Area(s) Memorandum (CPM)

To: SUNY Chancellor

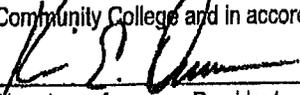
From: Janet Hertzog

Re: SUNY Broome Community College Plan for Designation of Tax-Free Area(s)

Date: 9/22/2016

For campus Office of the President:

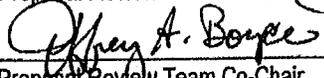
The arrangement documented in the attached Campus Plan is aligned to the academic mission of SUNY Broome Community College and in accordance with all SUNY policies, procedures, and guidelines.


Signature of campus President

Kevin E. Drumm
Print Name

-----FOR SUNY SYSTEM ADMINISTRATION USE ONLY-----

For SUNY's START-UP NY Proposal Review Team Co-Chair: It is recommended by the SUNY START-UP NY Proposal Review Team that SUNY approve ~~reject~~ the attached Campus Plan:

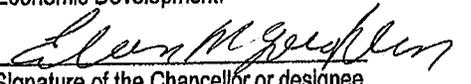

Proposal Review Team Co-Chair

9-28-16
Date

Jeffrey A. Boyce
Print Name

For SUNY Office of the Chancellor:

The attached Campus Plan is hereby approved ~~rejected~~ for campus submission to the NYS Commissioner of Economic Development.


Signature of the Chancellor or designee

10/5/16
Date

Eileen McLaughlin
Print Name



To: Mr. Howard Zemsky, NYS Commissioner of Economic Development

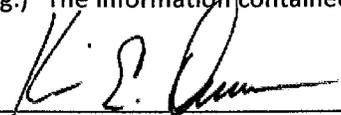
From: President Kevin Drumm of SUNY Broome Community College

Re: SUNY Broome Community College Campus Plan for Designation of Tax-Free Area(s)

Date: September 22, 2016

I, President Kevin Drumm of SUNY Broome Community College hereby certify the following:

- a.) we have provided a copy of the amended Campus Plan for Designation of Tax-Free NY Area, to the municipality or municipalities in which the proposed Tax-Free NY Area is located, local economic development entities, the applicable faculty senate, union representatives, and student government at least 30 days prior to submitting the plan to you and attached evidence of submission herewith; and
- b.) we comply with Public Officers Law Section 74; State University of New York's Policy on Conflict of Interest; and have attached copies of the polices and/or guidelines herewith; and
- c.) we comply with the Commissioner's rules and guidelines on anticompetitive behavior (NY EDL, art. 21, sect. 440); and
- d.) we are aware of the non-governmental use limitations associated with state issued tax exempt bonds and if our proposed Tax-Free NY Area was financed with tax exempt bonds, we will: 1.) make potential businesses aware of these limitations when marketing property; and 2.) take appropriate steps to ensure that non-governmental use of property funded with tax-exempt bonds will not jeopardize the tax exempt status of state issued bonds; and
- e.) we consulted with the municipality or municipalities in which such land or space is located prior to including such space or land in the proposed Tax-Free NY Area and we have given preference to underutilized properties; and
- f.) we have not relocated or eliminated any academic programs, any administrative programs, offices, housing facilities, dining facilities, athletic facilities, parking, or any other facility, space or program that actively serves students, faculty or staff in order to created vacant land or space to be designated as a Tax-Free NY Area; and
- g.) The information contained in the enclosed application is accurate and complete.



 PRESIDENT'S SIGNATURE

September 22, 2016

 DATE



START-UP NY CAMPUS PLAN FOR DESIGNATION OF TAX-FREE AREA(S)

Campus Name: SUNY Broome Community College
 Campus Contact Name: Janet Hertzog
 Campus Contact Title: Director of Continuing Education and Workforce Development
 Campus Contact E-mail: hertzogjm@sunybroome.edu
 Campus Contact Phone: (607) 778-5203

THE TAX-FREE NY AREA PLAN SHALL BE DEVELOPED BY THE CAMPUS TEAM AND PROVIDE THE FOLLOWING REQUIRED INFORMATION:

Specification or identification of space or land proposed for designation as a Tax-Free NY Area identifying the following:

- i. Provide the name and address of the SUNY, CUNY or community college seeking approval as a Sponsor, the address of the space or land proposed for designation as a Tax-Free NY Area, and a written description of the physical characteristics of the area for designation.*

Name: SUNY Broome Community College
Campus Address: PO Box 1017, Binghamton, NY 13902
Address(es) of Proposed Tax-Free NY Area(s) : 907 Upper Front Street, Binghamton, NY 13905 (campus) 2411 Owego Rd., Vestal, NY 13850 733 Azon Rd., Johnson City, NY 13790 107 Brink St., Endwell, NY 13760 307 Chaumont Drive, Endwell, NY 13760
Description of Physical Characteristics of Proposed Tax-Free NY Area(s): The space identified in the SUNY Broome on-Campus plan are vacant labs located on the 2 nd floor of the Science Building. Lab #1 is 721 SF , Lab #2 is 93 SF , for a total of 814 SF . The rooms are found in the attached Science Building floor plan and designated by the following identification numbers: SU-304-1-B-0002-207-A SU-304-1-B-0003-207-A Due to the limited amount of space currently available on campus SUNY Broome Community College is requesting a waiver of the one mile distance requirement for the following properties because the property is underutilized and would fit well in the START-UP NY program. 2411 Owego Rd., Vestal, NY: (5,635 SF) this vacant space is 9.5 miles from campus. The building is zoned for Industrial/Commercial development and is designated as SU-304-2-B-1004-000-A 733 Azon Rd., Johnson City, NY (4,045 SF) this vacant building is located 6.1 miles from the SUNY Broome campus and has been identified for development under the Start-Up NY program. The building is zoned for industrial development and designated as SU-304-2-B-1006-000-A 107 Brink St., Endwell, NY (7,684 SF) This vacant space is located 8.8 miles from the SUNY Broome campus and has been identified for development under Start-Up NY. The site is located in an area zoned for Industrial/Commercial development and is designated as SU-304-2-B-1007-000-A

307 Chaumont Drive, Endwell, NY (6,296 SF) This vacant space is located 8.7 miles from the SUNY Broome campus and has been identified for development under Start-Up NY. The site is located in an area zoned for Industrial/Commercial development and is designated as SU-304-2-B-1008-000-A

ii.

Complete the Excel spreadsheet template provided with this document, noting the instructions on page 2. Include the official SUNY Physical Space Inventory (PSI) building number and a clear description of the spaces in the building or floor (when the entire floor is under consideration), or floor/wing (with outer rooms defining the space specifically listed). Include only properties sought to be designated now and exclude potential sites that may be considered in the future (see 2a below). Attach the completed spreadsheet to this plan.

iii.

Provide also a representation of each proposed site drawn in AutoCAD on a scaled campus map with boundaries drawn clearly. Two versions should be created; one including an imbedded layer from Google Earth or other aerial photograph of the property. The second version should exclude the photographic imagery. Each parcel under consideration must have a unique alpha numeric identifier, clearly labeled on each plan which ties to identifiers in the Excel spreadsheet. If digital files containing Polygon shapefile that delineates area for designation are available, provide these as well. Attach these materials to this plan.

iv.

Provide a campus map with each proposed building shaded. Label each building with the official building number as listed in the SUNY Physical Space Inventory (PSI) along with the building name. For each building shaded and labeled, include floor plans of all areas under consideration with the specific spaces clearly shaded and labeled with official PSI room numbers. If digital files containing Point shapefiles that provide locations of area for designation are available, provide these as well. Attach these materials to this plan.

2) The total square footage of the space and/or acreage of land proposed for designation as a Tax-Free NY Area is:

24,474 sq. ft.

2a) If applicable: You may include here a description of any potential space or acreage of land that you may seek to designate as a Tax-Free NY Area under the START-UP NY Program in the future. This may include campus property that may become vacant, or other properties in your community that are not currently part of your campus but may be desirable for a company partner and with which you may consider an affiliation if an appropriate partner is identified. Do not include these properties in the Excel spreadsheet.

1. Charles Street Business Park - Charles Street, Binghamton, NY

Land: Total Acres: approximately 30 acres available for development. **Zoning:** Industrial, Commercial
Transportation: Highway: Two miles to NYS 17 (Future I-86) and I-81; Rail Service: Possible as it is adjacent to Clinton Street. Airport Proximity: Approximately Seven Miles
Utilities: Water and Sewer: Public, Electric and Natural Gas: NYSEG

2. Broome Corporate Park - Corporate Pkwy., Conklin, NY 13748

Land: Total acres: approximately 80 acres available for development. **Zoning:** Industrial, Commercial
Transportation: Highway: Direct access to interstate; Rail: No direct access; Airport Proximity: Approximately 20 miles
Utilities: Water and Sewer: Public; Electric and Natural Gas: NYSEG

3. Carnegie Library -78 Exchange St., Binghamton, NY

Land/Building: Total acres/ SF: Approximately .5 acres / 23,283 SF; **Zoning:** Commercial
Transportation: Highway: Approximately 2 miles to Interstate exchange; Rail: No direct access
Airport Proximity: Approximately 12 miles **Utilities:** Water and Sewer: Public, NYSEG Electric and Gas

4. The Center - 59-61 Court St., Binghamton, NY

(Broome County IDA-The Agency)
4,300 SF (parceled into individual offices)

5. Huron Campus - North Street, Endicott, NY

Land: 150 Acres spanning multiple city blocks; 4.2MM SF Office, Manufacturing and distribution Warehouse Distribution: 400 thousand SF "State of the Art" Secured Facility with 24 full-size docks, 3 Automated Storage and Retrieval Systems with 2 high bay storage modules, 20 crane aisles, 43 pallet storage locations and 1.2 miles of connecting conveyor; 1 Mini Storage Module with 7 crane aisles; High Bay (Bulk floor and racked storage)

6. 22 North Broad Street (19 Avenue B), Johnson City, NY 13790: 25,738 SF, Office and Warehouse Property located in Town of Union 485b Business Investment Exemption Zone.

OFFICES (Upper level) -5,000sf includes walled private offices and cubicles, conference room and training room that could be subdivided with separate entrances

•WAREHOUSES (Lower level), •Misc. Storage: 1,584sf with dock and •Ramp Area: 1,080sf; •Warehouse (1) 2,730sf 12' ceilings; fenced in dock area. •Warehouse (2) 10,032 sf 20' ceilings interior dock area accessible by 2' x14' overhead doors.

2b) If applicable: The total square footage of the space or acreage of land that you may propose to designate as a Tax-Free Area as identified in 2a, if known.

Total square footage across 6 properties listed as potential = 375,626 sq. ft. and 260 acres. This area exceeds the 200,000 sq. ft. allotment, but SUNY Broome plans to use no more than 200,000 sq. ft. in conjunction with Start-Up NY. At this point, during plan development and approval, its unknown which sites may best suit potential business partner needs. The Agency (Broome County IDA) holds or manages the properties #1-#5 and is committed to the goals of Start-UP NY in transforming higher education to create tax-free communities to attract high tech and other new businesses. *For all privately owned properties, The Agency (Broome County IDA) would be open to discussions with the owners of the possibility of entering into an agreement to support a START- UP NY company.*

3) Provide a description of the type of business or businesses that may locate in the area identified in #1.

SUNY Broome will target the industries, shown below in Section #4, for the Start-Up NY:

SUNY Broome has a long-standing institution of education and entrepreneurship. For nearly 70 years, SUNY Broome has provided support to local business and industry by educating individuals along essential career paths in health science, technology, engineering, business, and in the liberal arts. In addition, the College has provided ongoing consulting, training, and education for incumbent workers in all industries throughout the region. As a key partner in economic development for the region, SUNY Broome stands side by side with the Industrial Development Agency (IDA), Chamber of Commerce, and with developers and public agencies when recruiting business and industry into the area. The opportunity for the college to continue a leading economic development role in the region is crucial. This is why Start-Up NY has so much appeal for SUNY Broome.

Our key strategies for Start-Up New York development revolve around:

- Growing our manufacturing base,
- Enhancing the College's strengths in computer hardware and software development,
- Taking advantage of a strong agricultural industry in the area,
- Growing the cultural economy, such as the wine industry.
- Diversifying the Southern Tier economy, and
- Building/Enhancing the area as a destination region in light of the surrounding anchor industries of higher education.

The vision of the Regional Economic Council (REDC) of the Southern Tier is to build “on a strong foundation of existing business and higher education institutions” and to use “a collaborative approach to leverage its globally competitive advantages to attract talent and investment for the development of industry clusters.” Strategic Economic Development Plan 2011-2016, Regional Economic Development Council of the Southern Tier. The key strategies of the SUNY Broome Plan link to the REDC by leveraging a solid collaboration with Binghamton University, a stellar STEM program, and the numerous core competencies as outlined in the chart in the following section #4.

- 4) Provide a description of the campus academic mission, and explain how the businesses identified in #3 will align or further the academic mission of the university or college.

ACADEMIC MISSION: The mission of SUNY Broome Community College is to give students access to the education and opportunities that will help them meet their goals. For nearly every one of our students, a primary goal is to get a job.

“SUNY Broome Community College provides a quality educational experience to a diverse population, offering all the opportunity to identify their potential and to realize life goals.”

STRATEGIC MISSION: The strategic mission of SUNY Broome was developed in alignment to the Power of SUNY Strategic Plan for 2010 and beyond. The six “big ideas” within the plan provided the College with the focus and commitment to entrepreneurship, a seamless education pipeline, a healthier state, energy-smart initiative, an vibrant community, and a global focus. Start-Up New York enables the College to enhance its entrepreneurial economic and workforce initiatives while further developing the educational pipeline to reach into the corporate community through internships, job shadowing, and future employment.

ACADEMIC STRENGTHS: In anticipation of a more diversified economy that will afford our students opportunity and employment, SUNY Broome has positioned its offerings to address the marketplace of the future. Core academic competencies of SUNY Broome Community College include: Science, Technology, Engineering, and Mathematics (STEM) Business and Public Services Liberal Arts Health Sciences

The College established strong leadership for cradle-to-career STEM activities by developing a group (STEP-UP) where school, community, business, and college leaders come together to build interest and expertise for STEM education for students across the region.

In the past decade, SUNY Broome has also strengthened its international programming and the school now has over 200 international students at the College each year. These relationships have resulted in articulations and opportunities for global commerce in countries such as Colombia and in various Central American regions.

SUNY Broome is well-equipped to provide corporate services, student internships, and a cadre of well-educated students to companies becoming involved in Start-Up NY. Proposed START-UP NY partners are anticipated to align with SUNY Broome academic programs they will most directly align with Eligible Industry Sectors identified under Start-Up NY. Companies selected for inclusion in the Program will align with SUNY Broome Community College in the following ways:

- By providing the career opportunities of the future as noted above
- By giving students diverse experiences and exposure to new ways of thinking within and outside the classroom setting
- By offering internships, training, and direct job opportunities for students
- Through linkage to campus international programs and by linking the campus to new international opportunities.
- By involving the campus into even more regional economic development and opportunities for developing sub-contracting partnerships, etc.
- By providing leadership opportunities and serving as role models for students
- By offering research opportunities as identified by SUNY Broome in working with area companies on a DACUM (Developing a Curriculum) process. Companies interviewed through the process ranked on-the-job research as a key priority for their operations

Industry	Curriculum Title	NYSED Curriculum Code
Advanced Materials and Manufacturing	Electrical Engineering	00414
	Engineering Science	00398
	Mechanical Engineering	00417
	Industrial Technology	00335
	Manufacturing Technology	36447
	Marketing Management & Sales	77155
	Entrepreneurship	31549
Food and Beverage	Marketing Management & Sales	77155
	Hotel and Restaurant Management	87180
	Entrepreneurship	31549
Biotech and Life Sciences	Marketing Management & Sales	77155
	Environmental Science	34446
	Entrepreneurship	31549
Energy	Marketing Management & Sales	77155
	Environmental Science	34446
	Entrepreneurship	31549

- 5) Provide a description of how participation by these types of businesses in the START-UP NY Program will generate positive community and economic benefits, including but not limited to:
- Increased employment opportunities;
 - Increased opportunities for internships, vocational training and experiential learning for undergraduate and graduate study;
 - Diversification of the local economy;
 - Environmental sustainability;
 - Increased entrepreneurship opportunities;
 - Positive, non-competitive and/or synergistic links to existing businesses;
 - Effect on the local economy; and
 - Opportunities as a magnet for economic and social growth.

The Southern Tier of New York has a distinct culture. This culture evolved from the innovation of corporate leaders such as Thomas Watson, who established the IBM home base in Endicott, NY; to Edwin Link, who established Link Aviation and the simulation industry, in Binghamton, NY. These and other industries took advantage of the scores of immigrant workers who arrived in Ellis Island and made their way to the coal mines of Pennsylvania and to the factories that were proliferating in upstate New York. These immigrants brought with them the rich diversity of European culture in perspective, food, dance, language, religion, and the arts in addition to a solid work ethic and dedication to developing their new community.

This same cultural evolution continued through the decades and into the 1970s and 1980s, refugees from Southeast Asia relocated to the region, many due to the support they received from a strong immigration center, the American Civic Association and from various churches who were eager to support those in need. In recent years, there has been an additional influx of individuals from downstate New York, who have brought Latino and African-American culture and also from others across the globe who have relatives from the Middle East and other areas due to reasonable rents, a strong educational system, and access to major cities such as New York, Philadelphia, Boston, and Washington, D.C.

At the present time, the community is replete with rich diversity and the spirit of entrepreneurship that has made our nation great. Within the region, there are numerous ethnic restaurants, multi-cultural activities, and evolving opportunities for creating new products and services.

SUNY Broome Community College has been an economic engine in the region as a leader in workforce training and education and corporate support. SUNY Broome, partnering with Binghamton University, will offer an expanded continuum of technical training and provide future workers in key areas that will lead to tremendous economic growth when harnessed with the tax incentives and low-cost facility opportunities available through Start-Up NY.

These opportunities will include:

- Job creation,
- Access to business leaders by students, faculty, and staff,
- Public/private partnerships to enhance the attractiveness and quality of life for the community.
- Enhanced teaching curricula, and
- Enhanced awareness of what SUNY Broome has to offer in terms of programs and resources

- 6) Provide a description of the process the Sponsor (campus) will follow to select participating businesses. The description should identify the membership of any group or committee that may make recommendations, the final decision-maker, and the criteria that will be used to make decisions. This group or committee must include representation from faculty governance.

The criteria may include some or all of the following:

A. Academic and Research Alignment

1. Is the business in an industry aligned with current and/or developing University research, scholarly, and creative activity?
2. Does the business provide experiential learning and workforce opportunities (e.g., internships, fellowships, full-time jobs) for students and graduates?
3. Does the business provide areas for partnership and advancement for faculty and students?
4. Will the business provide access to research instrumentation, tools, and/or equipment necessary to advance the academic and research mission?
5. Will the business fund scholarships, campus facilities or other academic services or amenities?
6. Will the business and/or its employees contribute to instruction or provide student mentoring?
7. Does the business offer the use of company resources, intellectual property or expertise to support the academic mission?

B. Economic Benefit

1. How many net new jobs will be created?
2. Is the business viable in both the short- and long-term?
3. Will the business attract private financial investment?
4. Does the business plan to make capital investments (e.g., renovation, new construction)?
5. Are the new jobs in critical areas of the economy?
6. How will the University financially benefit from the terms of the lease?

C. Community Benefits

1. Does the business have the support of one or more municipal or community entities?
2. Is the business recruiting employees from the local workforce?
3. Does the business invest in underserved, economically distressed regions?
4. Will the business rely on suppliers within the local and regional economy?

1. MARKETING and PROMOTION

SUNY Broome, through its extensive contacts with local community leaders, education, economic development and workforce development partners, distributes and shares Start-Up NY information consisting of

- Explanation of the program and its benefits,
- Showcasing local land and properties available,
- Assisting interested parties in qualifying for Start-Up NY and assistance registering on the Start-Up NY website. This practice has been effective in encouraging the ESD-sponsored Entrepreneurial Assistance Program (EAP) graduate clients in locating sites for their businesses.

SUNY Broome generates a number of leads through its Start-Up NY website. Contact links connect businesses to SUNY Broome Start-Up staff as well as access to the Start-Up application and informational documents.

SUNY Broome is completing a Start-Up NY brochure, based on ESD Start-Up NY materials, to be distributed to local and regional community partners at events such as Chamber of Commerce mixers, business shows and speakers engagements. The material will be available at all of the local and regional economic development agencies as a tool to promote regional business growth.

SUNY Broome and Binghamton University continue to communicate and share business leads to local entrepreneurs and businesses promote the Start-Up NY program.

2. REVIEW COMMITTEE

The College has convened a Start-Up NY Review Group consisting of representation from:

- Campus shared governance bodies (College Assembly, Council for Academic Issues, Council for Operational Issues, and Student Assembly). The Faculty Governance members include: Executive VP of Academic Affairs; Dean of Business and Public Services; the Dean of STEM; the Assistant Professor/Chairperson for Medical Assisting & Health Studies; Staff Associate/Fast Forward Facilitator/Adjunct Instructor; VP of Student & Economic Engagement; Director of Continuing Education and Workforce Development; local Environmental Law Counsel familiar with economic development; a representative from the Entrepreneurial Assistance Program and a member of SUNY Broome's Board of Trustees.

The Review Committee members are chosen based on their interest, business and economic development experience, and willingness to commit the time and energy necessary for successful ongoing implementation.

The Review Committee will be advised as prospective start-up businesses contact the college. Prospective businesses may meet with committee members and campus personnel to ascertain the nature and degree of partnership that could evolve between the business and college through the participation in Start-Up NY. The Review Committee continues to be informed throughout the Start-Up NY application process so that questions or concerns related to the college's position are addressed.

Prior to submitting the formal business application and campus support documents the Review Committee will interview the business to consider the degree to which the prospective businesses support answers to the criteria questions found in Section# 6 above , **Academic and Research Alignment, Economic Benefit and Community Benefit**. This is the final SUNY Broome review, which offers ample opportunity for the Review Committee to ask questions of the prospective business. Each Committee member is required to evaluate the business. To ensure fairness and to optimize success of the selection the committee will look for connectivity to SUNY Broome's "A. Academic Research and Alignment"; the degree to which potential businesses will support local "B. Economic Benefit "; and what type of "C. Community Benefits" the potential businesses can provide.

If the Review Committee endorses the business, the application will be forwarded to the Executive Council for approval. Once approved, the business application and SUNY Start-Up Sponsor Application for Business Participation memorandum will be forwarded to the College President for approval and submission.

3. INFORMATION and REFERRAL

When a business presents itself as interested in Start-Up NY, the business will meet with the Program Director, who will verify compliance with Program eligibility. If eligible, the Program Director will review the regulations, statute, guidelines, tax rules, and application process with the business.

The Director will discuss the College Mission and mutual program goals such as job creation, internship and other student-based opportunities, sustainability, and potential for economic diversity and growth.

If the business requires further business planning assistance, or, does not appear to align with the basic economic, job creation, and other goals for the program, the business will be then referred to the Binghamton University Small Business Development Center (SBDC), the Entrepreneurial Assistance Program (EAP), and/or other local groups that can help in this regards such as SCORE or the Alliance for Manufacturing and Technology (AM&T).

4. CRITERIA FOR SELECTION

To ensure fairness and to optimize success of the selection, a point system has been developed for the applicant review process. The point system reflects the goals of the Start-Up NY Program to include the following criterion:

- Alignment with an academic program(s)
- Appropriate faculty and governance support
- Opportunities for internship, vocational training and learning experiences for students
- Job creation
- Positive community benefits and community support
- Positive economic benefits
- Does not create competitive issues for existing businesses (in census tract and contiguous tracts)
- Capitalizes on local assets and products
- Diversification of the local economy
- Environmental sustainability
- Entrepreneurship
- Positive, non-competitive and/or synergistic links to existing businesses,
- Effect on the local economy, and
- Opportunities as a magnet for economic and social growth

Additional criteria may be established by the work group to ensure “fit” to mission and vision of the College and community.

If the Review Committee endorses the business the application and SUNY Start-Up Sponsor Application for Business Participation memorandum will be forwarded to the College President for approval and submission.

5. EVALUATION

Each year the business/company will provide a report to be reviewed to ensure that program goals are being met such as creation of net new jobs in addition to full compliance with all regulations of Start-Up NY. A leadership team, established by the College President, will perform the review and the team will make a recommendation to continue, end, or modify the relationship with the business/company.

PUBLIC OFFICERS LAW

§ 74. Code of ethics.

1. Definition. As used in this section: The term "**state agency**" shall mean any state department, or division, board, commission, or bureau of any state department or any public benefit corporation or public authority at least one of whose members is appointed by the governor or corporations closely affiliated with specific state agencies as defined by paragraph (d) of subdivision five of section fifty-three-a of the finance law or their successors.

The term "**legislative employee**" shall mean any officer or employee of the legislature but it shall not include members of the legislature.

2. Rule with respect to conflicts of interest. No officer or employee of a state agency, member of the legislature or legislative employee should have any interest, financial or otherwise, direct or indirect, or engage in any business or transaction or professional activity or incur any obligation of any nature, which is in substantial conflict with the proper discharge of his duties in the public interest.

3. Standards.

- a. No officer or employee of a state agency, member of the legislature or legislative employee should accept other employment which will impair his independence of judgment in the exercise of his official duties.
- b. No officer or employee of a state agency, member of the legislature or legislative employee should accept employment or engage in any business or professional activity which will require him to disclose confidential information which he by reason of his official position or authority.
- c. No officer or employee of a state agency, member of the legislature or legislative employee should disclose confidential information acquired by him in the course of his official duties nor use such information to further his personal interests.
- d. No officer or employee of a state agency, member of the legislature or legislative employee should use or attempt to use his or her official position to secure unwarranted privileges or exemptions for himself or herself or others, including but not limited to, the misappropriation to himself, herself or to others of the property, services or other resources of the state for private business or other compensated non-governmental purposes.
- e. No officer or employee of a state agency, member of the legislature or legislative employee should engage in any transaction as representative or agent of the state with any business entity in which he has a direct or indirect financial interest that might reasonably tend to conflict with the proper discharge of his official duties.
- f. An officer or employee of a state agency, member of the legislature or legislative employee should not by his conduct give reasonable basis for the impression that any person can improperly influence him or unduly enjoy his favor in the performance of his official duties, or that he is affected by the kinship, rank, position or influence of any party or person.
- g. An officer or employee of a state agency should abstain from making personal investments in enterprises which he has reason to believe may be directly involved in decisions to be made by him or which will otherwise create substantial conflict between his duty in the public interest and his private interest.
- h. An officer or employee of a state agency, member of the legislature or legislative employee should endeavor to pursue a course of conduct which will not raise suspicion among the public that he is likely to be engaged in acts that are in violation of his trust.

i. No officer or employee of a state agency employed on a full-time basis nor any firm or association of which such an officer or employee is a member nor corporation a substantial portion of the stock of which is owned or controlled directly or indirectly by such officer or employee, should sell goods or services to any person, firm, corporation or association which is licensed or whose rates are fixed by the state agency in which such officer or employee serves or is employed.

4. Violations. In addition to any penalty contained in any other provision of law any such officer, member or employee who shall knowingly and intentionally violate any of the provisions of this section may be fined, suspended or removed from office or employment in the manner provided by law. Any such individual who knowingly and intentionally violates the provisions of paragraph b, c, d or i of subdivision three of this section shall be subject to a civil penalty in an amount not to exceed ten thousand dollars and the value of any gift, compensation or benefit received as a result of such violation. Any such individual who knowingly and intentionally violates the provisions of paragraph a, e or g of subdivision three of this section shall be subject to a civil penalty in an amount not to exceed the value of any gift, compensation or benefit received as a result of such violation.

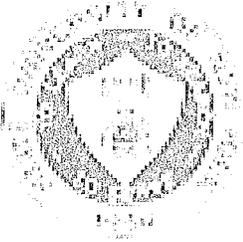
 <p>Category: HR / Labor Relations Legal and Compliance</p> <p>Responsible Office: <u>University Counsel</u></p>	<p>Policy Title: Conflict of Interest Document Number: 6001</p> <p>Effective Date: October 01, 1995</p> <p>This policy item applies to: State-Operated Campuses</p>
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Summary

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Summary

Faculty and staff of the State University of New York (University) are encouraged to foster an atmosphere of academic freedom by promoting the open and timely exchange of scholarly knowledge independent of personal interests and are required to avoid conflicts of interest. Where potential or actual conflicts exist, faculty and staff are expected to consult with appropriate University officers and abide by University policy. This policy represents a restatement of existing University policy and pertinent state and federal law and regulations.

Policy

Faculty and staff of the State University of New York (University) are encouraged to foster an atmosphere of academic freedom by promoting the open and timely exchange of scholarly knowledge independent of personal interests. In keeping with this obligation, they are also required to avoid conflicts of interest.

In instances where potential or actual conflicts exist, faculty and staff are expected to consult with appropriate University officers and abide by this University policy. It is the responsibility of campus officials charged with implementing this policy to identify potential or actual conflicts of interest and take appropriate steps to manage, reduce, or eliminate them.

This policy represents a restatement of existing University policy and pertinent state and federal law and regulations.

1. University faculty and staff may not engage in other employment which interferes with the performance of their professional obligation.
2. University faculty and staff are expected to comply with the New York State Public Officers Law provisions on conflict of interest and ethical conduct.
3. University faculty and staff, to the extent required by law or regulation, shall disclose at minimum whether they (and their spouses and dependent children) have employment or financial interests or hold significant offices, in

external organizations that may affect, or appear to affect, the discharge of professional obligations to the University.

4. University campuses shall ensure that all faculty and staff subject to pertinent laws and regulations disclose financial interests in accordance with procedures to be established by the Chancellor or designee. Campuses shall retain the reported information as required, identify actual or apparent conflicts of interest and seek resolution of such conflicts.
5. Each campus president shall submit to the chancellor's designee the name and title of the person or persons designated as financial disclosure designee(s) and shall further notify the chancellor's designee when a change in that assignment occurs. The chancellor's designee shall also be notified of any reports regarding conflict of interest that are forwarded to state or federal agencies.

Definitions

Conflict of interest — any interest, financial or otherwise, direct or indirect; participation in any business, transaction or professional activity; or incurring of any obligation of any nature, which is or appears to be in substantial conflict with the proper discharge of an employee's duties in the 'public interest. A conflict of interest is also any financial interest that will, or may be reasonably expected to, bias the design, conduct or reporting of sponsored research.

Other Related Information

[Outside Activities of University Policy Makers](#)

Error! Hyperlink reference not valid.

[National Science Foundation, Grant Policy Manual](#)

Procedures

There are no procedures relevant to this policy.

Forms

There are no forms relevant to this policy.

Authority

[42 CFR 50, Subpart F](#)

The following link to FindLaw's [New York State Laws](#) is provided for users' convenience; it is not the official site for the State of New York laws.

[NYS Public Officers Law, Section 73-a, and 73 and 74](#)

In case of questions, readers are advised to refer to the New York State Legislature site for the menu of [New York State Consolidated](#).

[Board of Trustees Policies - Appointment of Employees \(8 NYCRR Part 335\)](#)

State University of New York Board of Trustees Resolution adopted June 27, 1995

History

Memorandum to presidents from the office of the University provost, dated June 30, 1995 regarding revision to University conflict of interest policy to bring it in conformity with federal guidelines issued by the National Science Foundation and the Public Health Service.

Appendices

There are no appendices relevant to this policy.

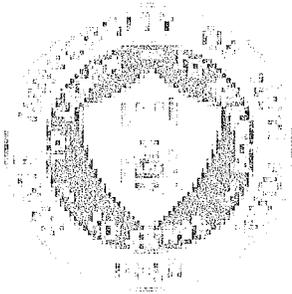
 <p>Category: Academic Affairs Community Colleges Legal and Compliance Research</p> <p>Responsible Office: <u>Academic Affairs</u></p>	<p>Policy Title: START-UP NY Program Participation Policy</p> <p>Document Number: 6800</p> <p>Effective Date: February 10, 2014</p> <p>This policy item applies to: Community Colleges State-Operated Campuses</p>
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Summary

START-UP NY is a state economic development program that positions SUNY campuses as magnets for entrepreneurs and businesses from around the globe. START-UP NY aligns with SUNY's mission of teaching, research and public service; enabling engagement with industry, knowledge acceleration, translation of research into practical applications, and delivering the 21st century workforce businesses need to grow and thrive. START-UP NY will transform university communities to deliver unprecedented economic benefits to New York. To participate in the program, all campuses must comply with this policy and any applicable rules and regulations issued by the NYS Commissioner of Economic Development.

This policy governs the review process that all participating campuses must follow to secure SUNY's approval of the plans, applications, and other documents required by the NYS Commissioner of Economic Development to participate in the START-UP NY program. It also prescribes special requirements for the disclosure and management of actual or potential conflicts of interest in matters pertaining to the campus' START-UP NY program. Any conflict between this policy and any other applicable Conflict of Interest policy shall be resolved in favor of disclosure of any potential, actual, or perceived conflict of interest relating

Policy

- A. **Campus Plans for Designation of Tax-Free Area(s):** Any campus intending to submit a Campus Plan for Designation of Tax-Free Area(s) ("Campus Plan") to the NYS Commissioner of Economic Development must first have it reviewed and approved by the Chancellor or designee. The Chancellor or designee shall approve or reject all Campus Plans within fifteen (15) business days of receipt. Any rejected Campus Plan shall be accompanied by an explanation of the basis for rejection. Once approved by the Chancellor or designee a campus may submit its Campus Plan to the NYS Commissioner of Economic Development in accordance with the Commissioner's rules and regulations. Any Campus Plan that is rejected can be resubmitted for Chancellor or designee approval and will be reviewed in accordance with this policy and related procedures. Any amendments to approved Campus Plans must be submitted for Chancellor or designee approval and will be reviewed in accordance with this policy and related procedures.
- B. **Sponsoring University or College Applications for Business Participation:** Any campus intending to submit a Sponsoring University or College Application for Business Participation ("Sponsor Application") to the NYS Commissioner of Economic Development must first have it reviewed and approved by the Chancellor or designee. The Chancellor or designee shall approve or reject all Sponsor Applications within thirty (30) business days of receipt. Any rejected Sponsor Application shall be accompanied by an explanation of the basis for rejection. Once approved the campus may submit the Sponsor Application to the NYS Commissioner of Economic Development in accordance with the Commissioner's rules and regulations. Any Sponsor Application that is rejected can be resubmitted for Chancellor or designee approval and will be reviewed in accordance with this policy and related procedures. Any amendments to approved Sponsor Applications must be submitted for Chancellor or designee approval and will be reviewed in accordance with this policy and related procedures.
- C. **Delegations:** The Chancellor or designee may charge a group of individuals, collectively called the SUNY START-UP NY Proposal Review Team, to evaluate all submitted Campus Plans and Sponsor Applications prior to accepting or rejecting them.
- D. **Conflicts of Interest:** Service as an Official shall not be used as a means for private benefit or inurement for any Official, a Relative thereof, or any entity in which the Official or Relative thereof has a Business Interest. A conflict of interest exists whenever an Official has a Business Interest or other interest or activity outside of the university that has the possibility, whether potential, actual, or perceived, of (a) compromising the Official's judgment, (b) influencing the Official's decision or behavior with respect to the START-UP NY Program, or (c) resulting in personal or a Relative's gain or advancement. Any Official who is an owner or employee of an entity that is the subject of any matter pertaining to the university's START-UP NY Program, or who has a Business Interest in any entity that is the subject of any matter pertaining to the university's START-UP NY Program, or whose Relative has such a Business Interest, shall not vote on or otherwise participate in the administration by the university of any START-UP NY matter involving such entity. Any Official or other campus representative who becomes aware of a potential, actual or apparent conflict of interest, either their own or that of another Official, related to a sponsoring university or college's START-UP NY program must disclose that interest to the President or Chief Executive Officer of the sponsoring college or university. Each such President or Chief Executive Officer shall maintain a written record of all disclosures of actual or potential conflicts of interest made pursuant to this policy, and shall report such disclosures on a calendar year basis, by January 31st of each year, to the University Auditor or to the Chancellor's designee, in which case the University Auditor shall be copied on the correspondence to such designee. SUNY shall then forward such reports to the Commissioner of Economic Development for the State of New York, who shall make public such reports.
- E. **Exceptions:** There are no exceptions to this policy.

Definitions

Business Interest means that an individual (1) owns or controls 10% or more of the stock of an entity (or 1% in the case of an entity the stock of which is regularly traded on an established securities exchange); or (2) serves as an officer, director or partner of an entity.

Official means an employee at the level of dean and above as well as any other person with decision-making authority over a campus' START-UP NY Program, including any member of any panel or committee that recommends businesses for acceptance into the START-UP NY program.

Relative means any person living in the same household as another individual and any person who is a direct descendant of that individual's grandparents or the spouse of such descendant.

Sponsoring College or University means any entity defined or described in NYS Education Law Sec. 352 and Article 126.

START-UP NY Program means the SUNY Tax-free Areas to Revitalize and Transform Upstate New York Program established by Article 21 of the Economic Development Law.

Tax-Free NY Area means vacant land or space designated by the Commissioner of Economic Development Article 21 of the Economic Development Law that is eligible to receive benefits under the START-UP NY program.

Other Related Information

Start-Up NY Regulations; available at the Start-Up NY Website.

At least thirty days before submitting the Campus Plan to the Commissioner of Economic Development the campus must provide a copy of the Plan to the chief executive officer of the municipality or municipalities in which the proposed Tax-free NY Area is located, local economic development entities, the applicable university or college faculty senate, union representatives and the campus student government. The campus shall include in their submission to the Commissioner of Economic Development certification of such notification, as well as a copy of any written response from chief executive officer of the municipality or municipalities in which the proposed Tax-free NY Area is located, local economic development entities, the applicable campus or college faculty senate, union representatives and the campus student government.

StartUp-NY.gov website and program information.

Procedures

[START-UP NY Program Participation, Procedures for](#)

Forms

[SUNY START-UP NY Campus Plan for Designation of Tax-Free Area\(s\) Memorandum](#)

[SUNY START-UP NY Campus Plan for Designation of Tax-Free Area\(s\) Template](#)

[START-UP NY Sponsoring University or College Application for Business Participation Memorandum](#)

[ESD START-UP NY Sponsoring University or College Application for Business Participation](#)

[ESD START-UP NY Business Application Instructions](#)

[ESD START-UP Business Application](#)

Authority

[State University of New York Board of Trustees Resolution 14-\(\), START-UP New York Program Administration, adopted January 14, 2014](#)

[Law, New York Economic Development Law Article 21 \(Start-Up NY Program\)](#)

[Start-Up NY Regulations](#)

History

Enacted into law in June 2013, START-UP NY is a groundbreaking new initiative from Governor Andrew M. Cuomo that provides major incentives for businesses to relocate, start up or significantly expand in New York State through affiliations with public and private universities, colleges and community colleges. Businesses will have the opportunity to operate state and local tax-free on or near academic campuses, and their employees will pay no state or local personal income taxes.

Appendices

There are no appendices relevant to this policy.

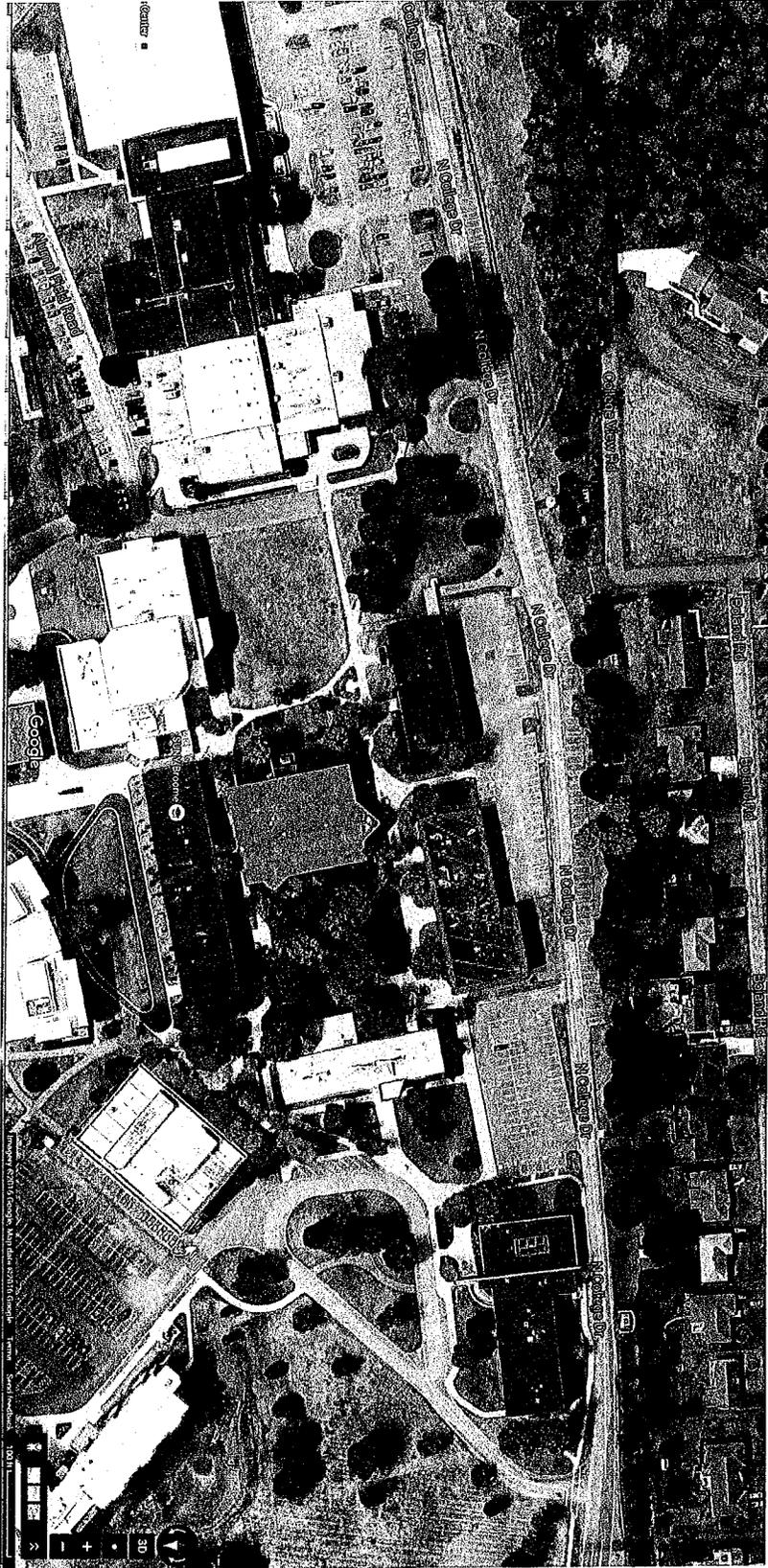


POLICY:	Conflict of Interest	Reference No.: 1.21
AUTHORITY:	Broome Community College Board of Trustees	Cross Reference:
APPROVED:	November 5, 1992	REVISED:

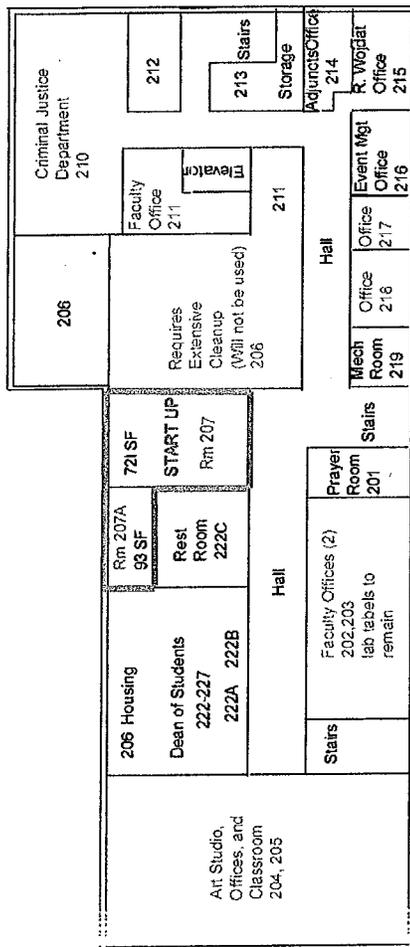
In keeping with our position of public trust it is essential that all members of the college community avoid any and all circumstances which could reasonably be interpreted as conflict of interest. Such circumstances are those which would interfere with the unbiased and objective performance of one's professional duties.

Any employee or trustee of the college having an actual or potential conflict shall be responsible for announcing that conflict in order that appropriate action may occur. Further, all employees and trustees of the college community shall accept responsibility for investigating and conscientiously dealing with actual or potential conflicts of interest of which they have knowledge.

**SUNY Broome Community College Science Building, 907 Upper Front Street, Binghamton, NY 13902:
SU-304-1-B-0002-207-A; SU-304-1-B-0003-207-A (Room 207, 207A = 814 SF)**



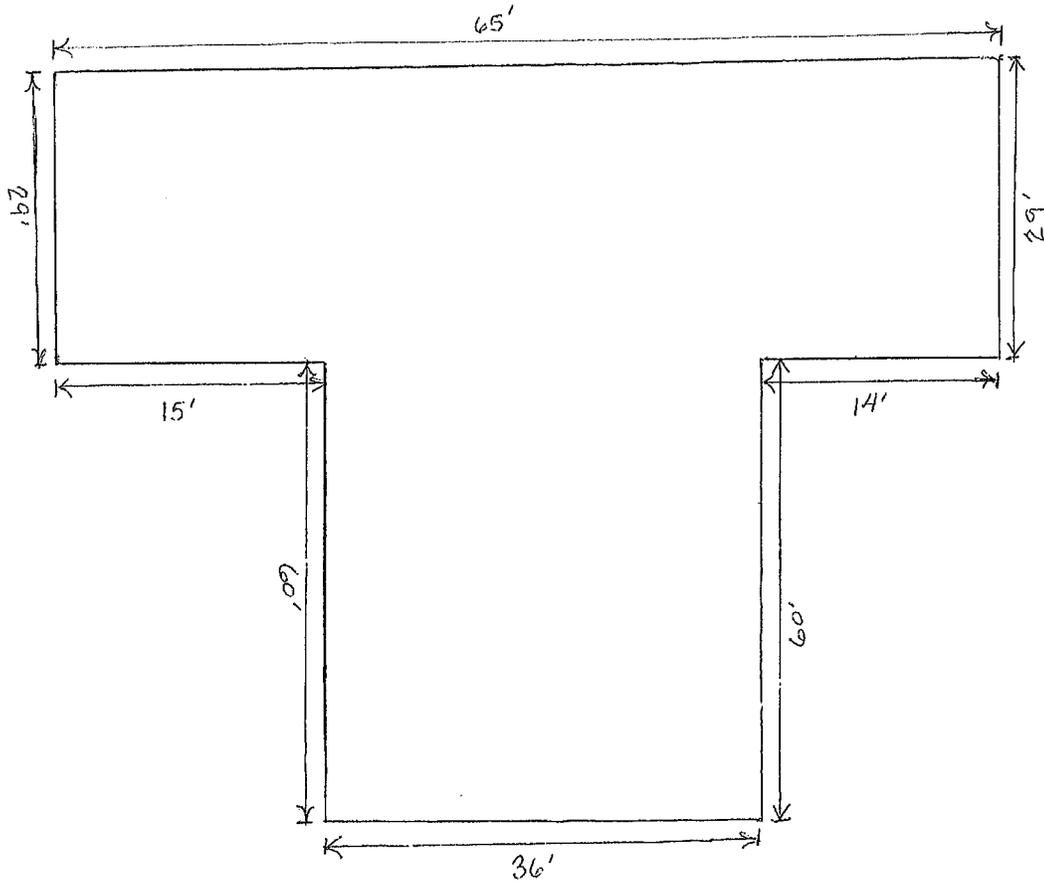
**SUNY Broome Community College Science Building, 907 Upper Front Street, Binghamton, NY 13902:
 SU-304-1-B-0002-207-A; SU-304-1-B-0003-207-A (Room 207, 207A = 814 SF)**



SECOND FLOOR

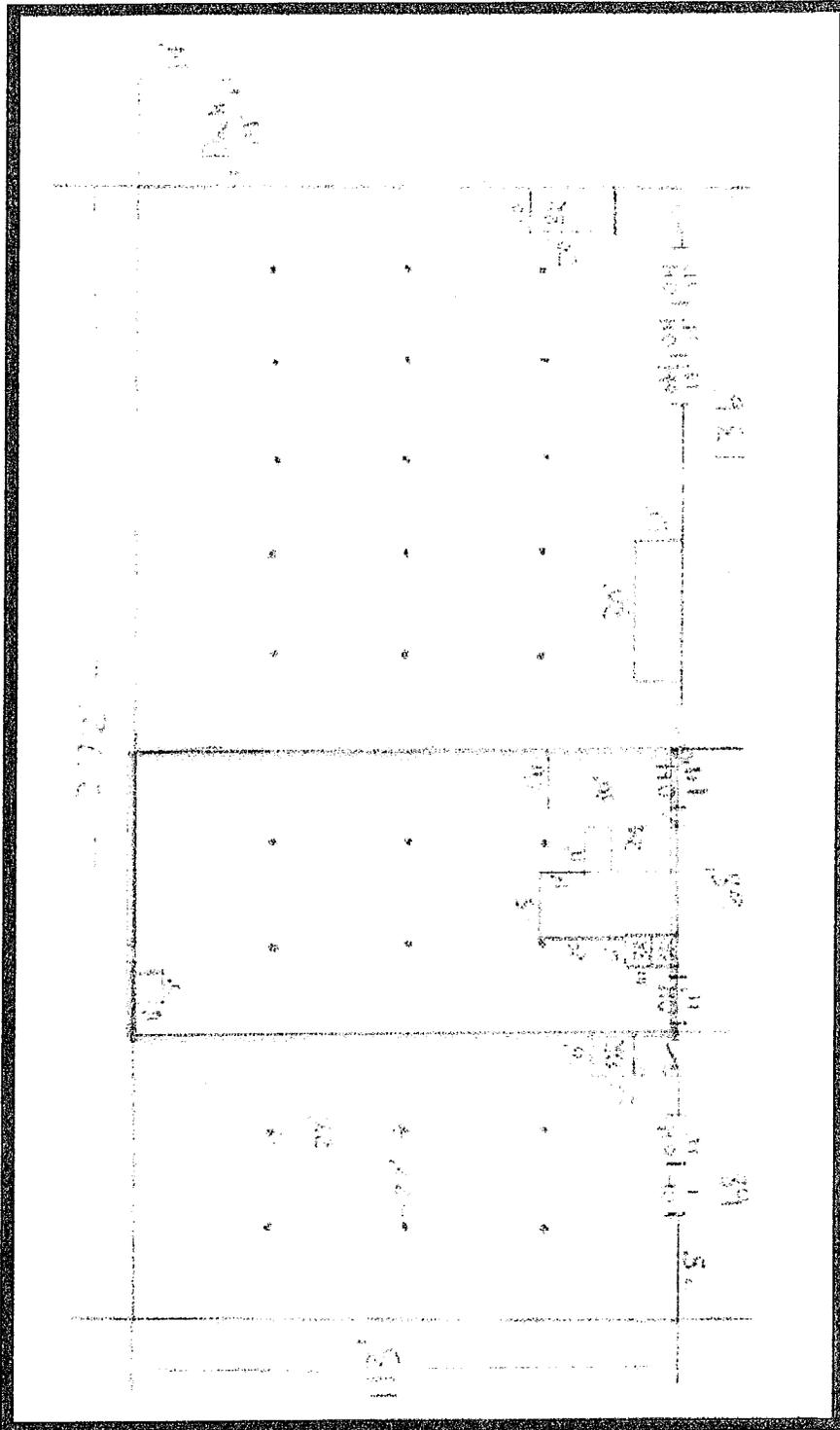


733 AZON RD. Exhibit "A"

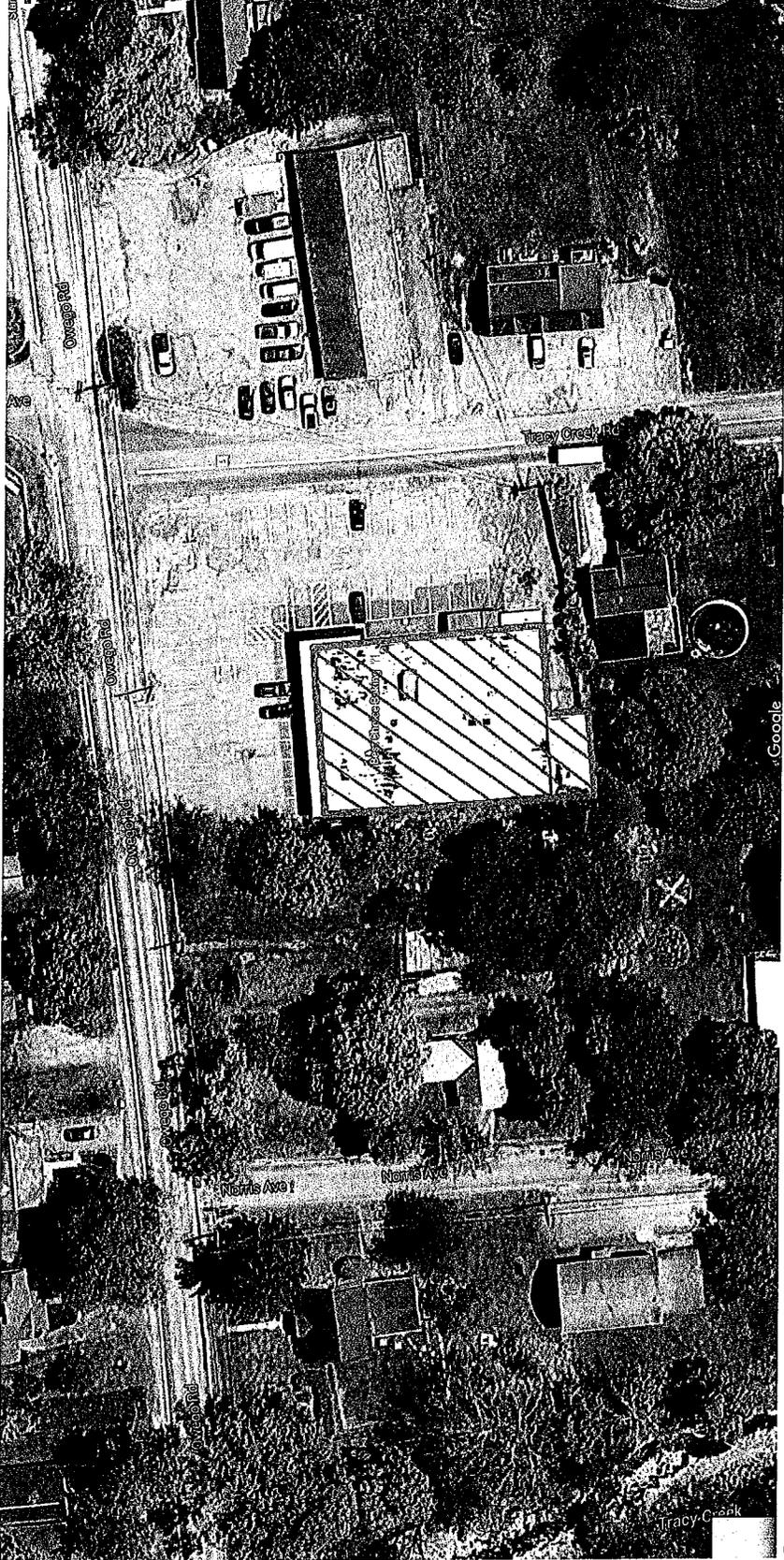


AZON ROAD

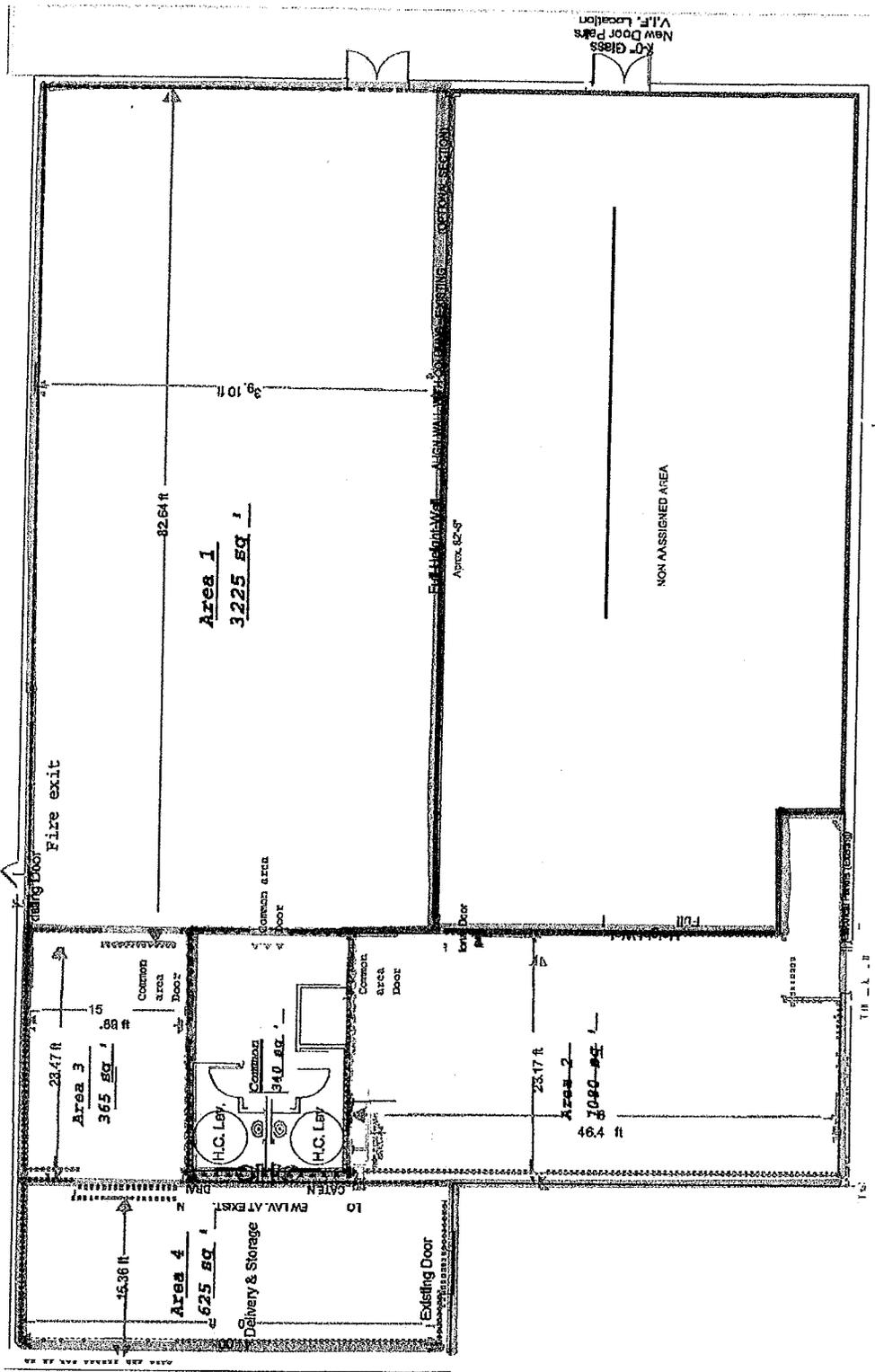
SU-304-2-B-1007-000-A 107 Brink St., Endwell, NY 13760 (Vacant Space = 7684 SF)

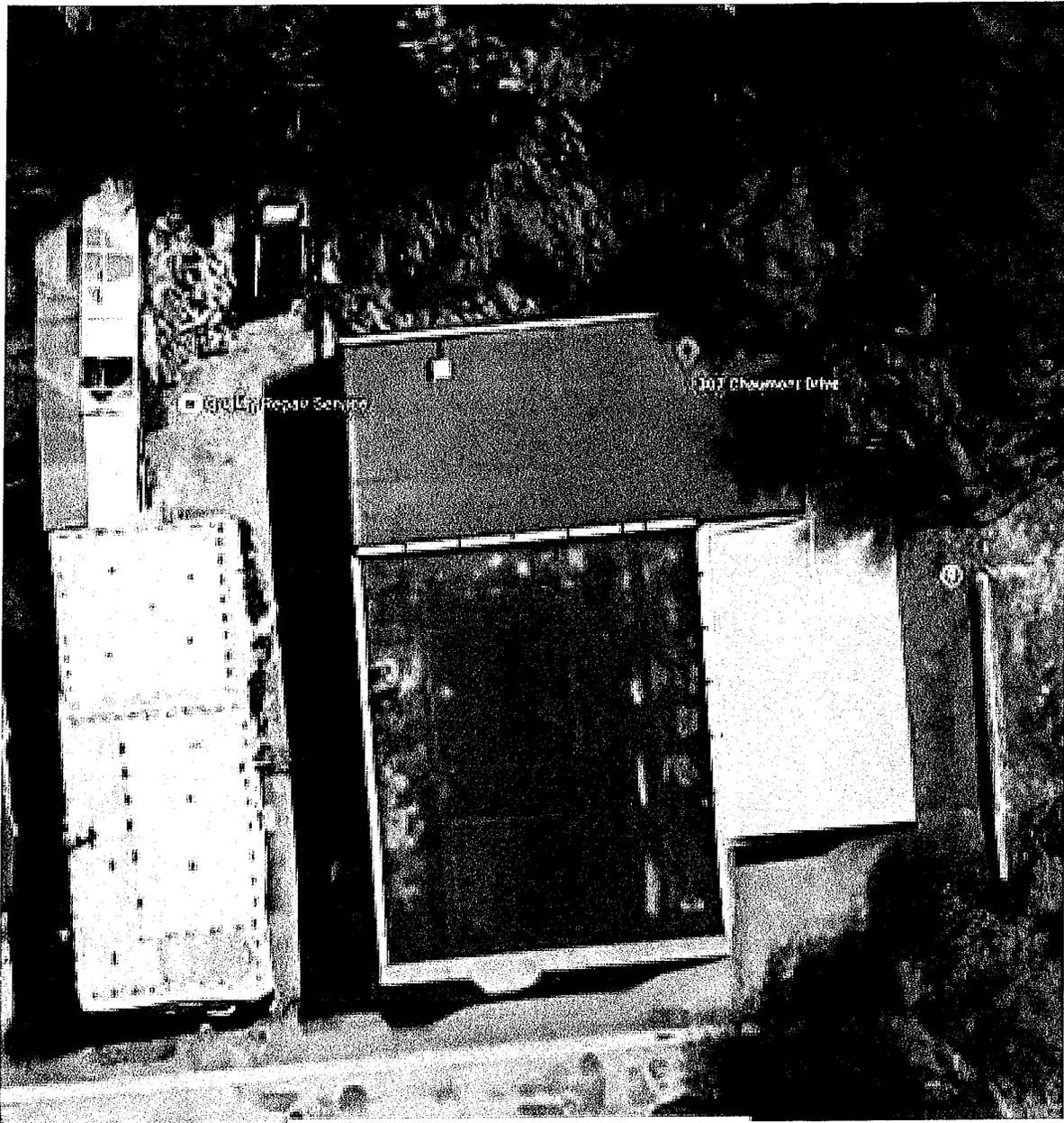


SU-304-2-B-1004-000-A: 2411 Owego Road Site, Vestal, NY 13850 (Vacant Space = 5635 SF)

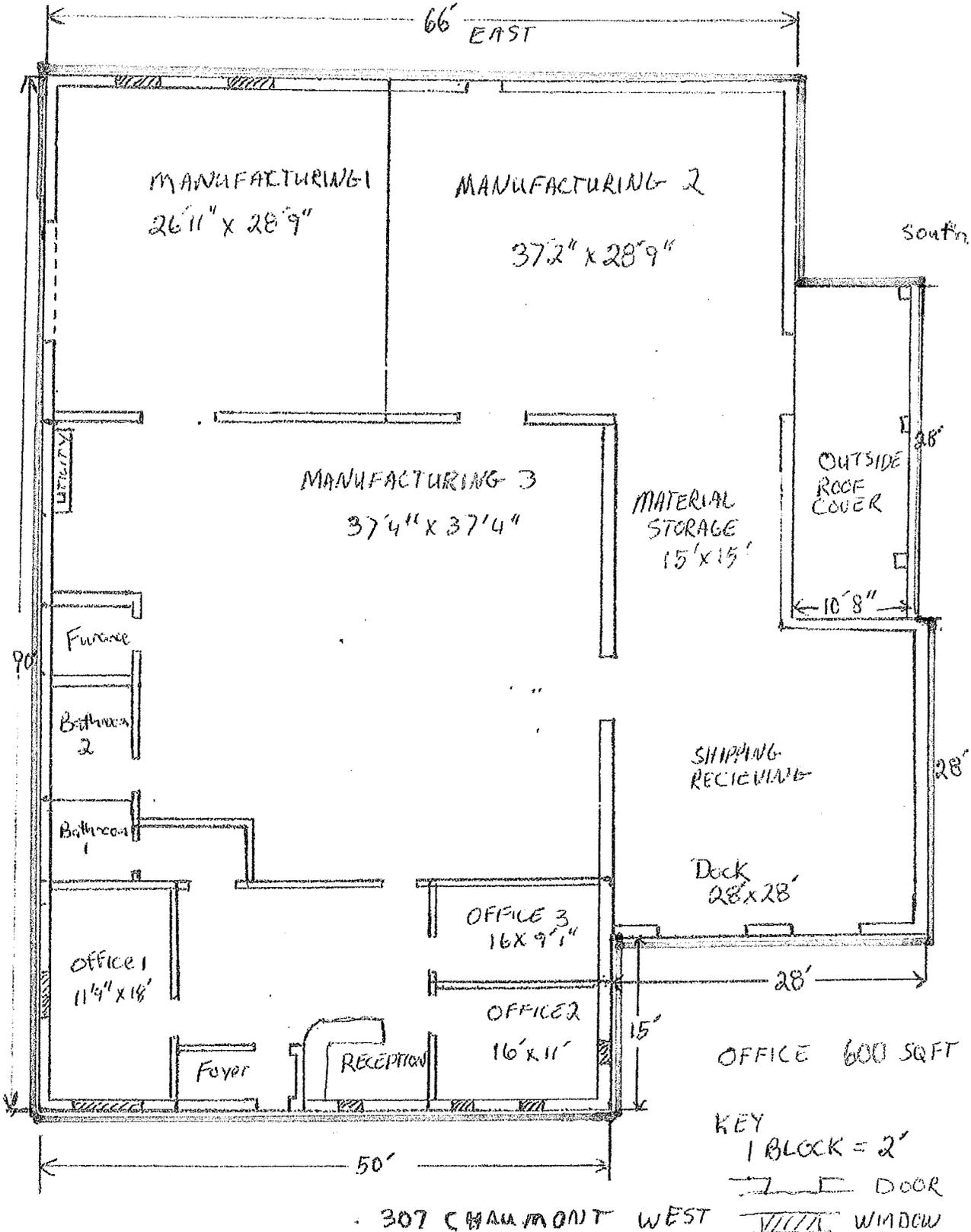


SU-304-2-B-1004-000-A: 2411 Owego Road Site, Vestal, NY 13850
(Vacant space outlined in Red = 5635 sq.ft.)





SU-304-2-B-1008-000-A 307 Chaumont Drive, Endwell, NY 13760 (Vacant Space = 6296 SF)



Unique ID	Owner	Property Type	Street Address	City	Zip Code	Parcel ID	Building	Space Type	SqFt	Acres	Description	On Campus	Within 1 Mile of Campus	Latitude	Longitude
SU-304-1-B-0002-207-A	SUNY Broome Community College	1	907 Upper Front St.	Binghamton	13902		#00003, Science Building	C	721		Vacant Lab 207	Yes	no	42.1352928	-75.90918659
SU-304-1-B-0003-207-A	SUNY Broome Community College	1	907 Upper Front St.	Binghamton	13902		#00003, Science Building	C	93		Vacant Office and storage	Yes	no	42.1352928	-75.90918659
SU-304-2-B-1004-000-A	Ross Corners Building LLC	2	2411 Owego Rd.	Vestal	13850	172.71-1-12		G	5,635		Vacant building	No	No 9.5 miles from campus	42.06699	-76.100757
SU-304-2-B-1006-000-A	Piccirilli-Slavik & Vincent	2	733 Azon Rd	Johnson City	13790	143.45-1-10		F	4,045		Vacant building	No	No 6.1 miles from campus	42.119896	-75.975584
SU-304-2-B-1007-000-A	Rizzuto Enterprises LLC	2	107 Brink St	Endwell	13760	141.20-6-6		G	7,684		Vacant Space within building	No	No 8.8 miles from campus	42.108043	-76.027119
SU-304-2-B-1008-000-A	Carole Belardinelli	2	307 Chaumont Drive	Endwell	13760	157.8-3-21		F	6,296		Vacant building	No	No, 8.7 miles from campus	42.105704	-76.026126

24,474

1=on campus

2=1 mile off Campus

3=State Asset

** A=entire building

B=floor within building

C=Room within building

D=land on campus

E= land off campus

F=entire building off campus

G=partial building off campus

H=state asset