



The State University
of New York

Office of General Counsel

State University Plaza
Albany, New York 12246

www.suny.edu

February 19, 2015

President Thomas J. Schwarz
SUNY Purchase College
735 Anderson Hill Road
Purchase, NY 10577

Re: START-UP NY

Dear President Schwarz:

Congratulations. Attached is the approved application for SUNY Purchase College's 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 Purchase College in launching the START-UP NY program.

Best Regards,

A handwritten signature in blue ink that reads "Sandra M. Casey". The signature is fluid and cursive.

Sandra M. Casey
General Counsel-in-Charge

Attachment

Copy: SUNY START-UP NY Proposal Review Team

To Learn
To Search
To Serve

the Power of 



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: Thomas J. Schwarz, President

Re: Purchase College Campus Plan for Designation of Tax-Free Area(s) ("Campus Plan")

Date: February 4, 2015

For campus Office of the President:

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

[Handwritten signature of Thomas J. Schwarz]

Thomas J. Schwarz

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:

[Handwritten signature of Jeffrey A. Boyce]
Proposal Review Team Co-Chair

2-17-15

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.

[Handwritten signature of Sandra M. Casey]
Signature of the Chancellor or designee

2/19/15

Date

Sandra M. Casey
Print Name



The State University
of New York

To: Mr. Kenneth Adams, NYS Commissioner of Economic Development
From: President Thomas J. Schwarz of Purchase College, SUNY
Re: Purchase College's Campus Plan for Designation of Tax-Free Area(s)
Date: February 4, 2015

I, President Schwarz of Purchase College, SUNY hereby certify the following:

- a.) we have provided a copy of the enclosed 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 attached copies of the policies and/or guidelines herewith (Attachment D); 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 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 create vacant land or space to be designated as a Tax-Free NY Area; and
- f.) the information contained in the enclosed application is accurate and complete.

President Thomas J. Schwarz

Date: February 4, 2015

**PURCHASE COLLEGE, SUNY
STARTUP NY
IMPLEMENTATION PLAN**

CONTACT INFORMATION:

Purchase College, SUNY,
Elizabeth C. Robertson, Director of Government Relations, Executive Assistant to the President
Elizabeth.Robertson@purchase.edu
735 Anderson Hill Road
Purchase, NY 10577
914-251-6039

1. SPECIFICATION OF SPACE OR LAND PROPOSED FOR DESIGNATION AS A TAX FREE NY AREA:

Purchase College, SUNY
Administration Building
3rd floor
Vacant Conference room
Please See Attachment C

2. TOTAL SQUARE FOOTAGE: 97 Square Feet

3. DESCRIPTION OF BUSINESSES THAT COLLEGE SEEKS:

Purchase College seeks businesses that are committed to the values, goals and the responsibilities that are described in its academic mission. Businesses with which the College would partner should:

- Reflect the interdisciplinary, collaborative focus of the academic experience; particularly blending the arts, sciences and new media,
- Complement the strengths of the academic program in both the arts and liberal arts, and specifically the core competencies,
- Align with the non-traditional, innovative and entrepreneurial approach to learning shared by faculty and students,
- Provide resources and expertise, especially in the areas of engineering, business development, sustainability technologies, and digital sciences that would allow the college to capitalize and expand upon its strengths in the arts, design and new media,
- Create opportunities for students, faculty and alumni across the disciplines for research, study, internships and collaborations,
- Offer fellowships, residencies to graduate students, alumni and visiting professors,

- Share the college's commitment to its economic and social improvement and sustainability.

We seek business partners whose focus and interests may be in the following:

- Data visualization or application
- Digital imaging, design and animation
- Film, music and new media production, post production and application
- Non-profit research , analysis, modeling, networking, and development
- Biotechnology, green technology, clean energy, and land use planning
- Urban design, economic, and community development

4. ACADEMIC MISSION:

Purchase College was founded in 1967 by Governor Nelson Rockefeller. His aspirations for Purchase were to combine on one campus conservatory training in the visual and performing arts with programs in the liberal arts and sciences. Today, Purchase College, SUNY is a community of students and faculty committed to open-minded engagement with the creative process in all disciplines. This engagement leads to a culture where the learning locus of the students goes well beyond the campus, where nontraditional, innovative thought and entrepreneurialism are capstones of the academic experience, and where success may not only be measured by its preparation of its students to become leaders, but also by the college's contribution to cultural and economic life of the region.

Purchase College, through its Schools of the Arts, Liberal Arts and Sciences and Liberal Studies and Continuing education, offers innovative liberal arts programs and distinguished professional training in the visual and performing arts. The School of the Arts includes the Conservatories of Dance, Music, Theatre and Art and Design. The School of Liberal Arts and Sciences includes its prestigious School of Film and Media Studies as well as highly popular and well regarded programs in psychology, sociology, journalism and creative writing. The School of Liberal Studies and Continuing Education offers a wide range of online learning, continuing education and certification programs.

The college is committed to seeking new opportunities for integrating liberal arts education in conservatory programs and embedding the arts within liberal arts education. Purchase supports the engagement of faculty and students in creative endeavors, performances and independent research and experimentation. The College is pursuing the creation of a *Center for Creative and Critical Inquiry* where the cross pollination of academic and business disciplines would broaden the opportunities for students to investigate, explore and pursue new pathways to success.

As a public educational institution that serves as an academic, cultural and artistic center, Purchase is committed to enriching and improving the community that it serves. The college embraces its responsibility to create economic opportunity and promote positive social change. As stated in its strategic plan, the future depends on smart and innovative planning based on the ability to manage resources and practices to guarantee fiscal, academic and environmental sustainability. The college is committed to this direction both on campus and beyond.

CORE ACADEMIC COMPETENCIES:

- Arts: Music, Art and Design, Dance, Theatre
- Film and Media Studies, New Media Technology
- Humanities: Journalism, Creative and Dramatic Writing

- Sciences: Biology, Psychology, Environmental Science, Sociology

Purchase College, SUNY is a liberal arts college offering BAs, BFAs and MFAs. It does not offer engineering or business programs that create straightforward opportunities for STARTUP NY partnerships.

Hence, businesses that faculty would seek as partners or that would be interested in Purchase College as partner must create opportunities for students, faculty and alumni across the disciplines for research, study, internships and collaborations. They would offer fellowships, residencies to graduate students, alumni and visiting professors across the college rather than in one specific major or program.

5. BENEFITS TO REGION:

- **Add to the cluster of growing industries in Westchester County:**

The Mid-Hudson Regional Economic Development Council ("MHREDC") seeks to expand the opportunities for economic development in high technology manufacturing, renewable energy and IT businesses. Among the goals of the MHREDC is job creation in the region's developing technology based industries, such as biotech and other life science companies. The council's strategy is to strengthen the region's capacity for future growth in these areas through the region's colleges and universities. It seeks to promote entrepreneurship, start-ups, and small businesses through a variety of measures that will make it easier to access resources for capital, training and consulting.

Purchase College is excited to support the initiatives and goals of the MHREDC. The College can supply the academic support for these businesses, while taking advantage of the businesses' abilities to provide training and internships for its students and research opportunities for both faculty and students. Working as partners, these STARTUP businesses would create jobs for the region as they grow.

The Westchester County Association has created "the Blueprint for Westchester," an accelerator program that provides, among other services, access to legal, accounting and marketing support as well as access to seed financing. Companies in the STARTUP program housed in commercial space that is part of the accelerator program not only can take advantage of the College's intellectual capital but Westchester's business community as well. For businesses that are "start ups," these resources are key to expansion and ultimately job creation.

- **Environmental Sustainability:**

In 2007, President Schwarz signed the American College and Universities Presidents' Climate Commitment which obliges the College to follow prescribed steps toward making Purchase College carbon neutral. Energy saving programs, green roofs, renewable energy systems, recycling and renovation projects that reduced paved areas and watershed run off were just some of the programs that were adopted. It continues to explore alternative sources of electricity to reduce its fossil fuel consumption. Environmental sustainability is a major component of the College's strategic plan. Businesses that reflect this commitment would be prime candidates for the College's STARTUP program.

- **Reduce Office vacancy rate:**

Office vacancy rates in Westchester hover around 19%; vacancy rates on the I-287 corridor persist at approximately 20%, according to research prepared by Jones Lang Wooten. The Class A vacancy rate grew 1.5% to 20.5 % in the third quarter 2013 in Westchester County. The company states, "the County needs to prioritize business attraction and retention efforts for the office market to gain some steam." According to the Westchester County Association, 6 million square feet of vacant office space needs "repurposing." Purchase College could help to reduce office vacancy through arrangements that would make it available to its STARTUP qualified businesses. These businesses, which by definition must be start ups or in the tech field, are poised for rapid growth. This would lead to increased demand for office space as the companies expanded.

- **Increase jobs; Increase internship and employment opportunities for Purchase College graduates:**

The purpose of STARTUP NY is to invigorate the economy and create jobs. It is the intent of the college to select businesses with the potential to expand in partnership with the faculty and students of the college. The purpose is twofold; the college will provide resources to the businesses that will allow for robust growth; in turn, the businesses will help to train a new generation of workers and entrepreneurs poised for work in related industries or capable of creating new businesses.

6. DESCRIPTION OF THE PROCESS THE CAMPUS WILL FOLLOW TO SELECT BUSINESSES TO PARTICIPATE IN THE STARTUP PROGRAM:

Prospect Solicitation:

The college hopes to attract mission-relevant businesses seeking to resettle or expand in Westchester County either on or in close proximity to the Purchase College campus. Faculty and Administrators have been familiarized with the program and have been encouraged to seek potential partners. The college will work with local governments, county businesses, and regional and municipal development/redevelopment councils to identify prospects.

The Process:

The College has developed its own application for prospective businesses (see Attachment B). Once completed the application is considered by the Executive Committee of the Faculty at Large for fit with the College's academic mission. This executive committee includes the Provost, the presiding officer of the faculty, the chairs of the budget planning and strategic planning committees, the faculty chairs of the educational policies, personnel policies, professional standards and awards and academic standards and awards committees, and the faculty representative on the SUNY Faculty Senate. If approved the Executive Committee forms a review committee of faculty, administrators, students and alumni to interview and evaluate the business. Members will be chosen based on their alignment with the business. Permanent members of this review committee include the Director of the Purchase College Association and the Director of Career Counseling. The following criteria will be used to evaluate the business:

- Alignment with college mission and core competencies (business would be required to make public presentation to entire campus community);

- Opportunities for faculty and students: mentorships, internships, research, jobs (business would be required to disclose number of student internships it could sponsor as well as detailed descriptions of proposed internship activities and responsibilities to determine impact);
- Stage of development;
- Potential for growth;
- Potential to generate jobs for the region;
- Likelihood of broadening the College's brand and regional reputation;
- Strategic advantage for the region: helping to increase its clusters in key industries.

Based on the Committee's analysis, the Committee then makes a recommendation to the President for final approval. The Committee will be responsible for completing the sponsor plan and working with the business to ensure proper completion of the business plan.

Attachment B:
Purchase College, SUNY
START UP NY
Preliminary Business Proposal

In response to the STARTUP NY initiative, Purchase College, SUNY would welcome the opportunity to partner with businesses that:

- *Reflect the interdisciplinary, collaborative focus of the academic experience; particularly blending the arts, sciences and new media,*
- *Complement the strengths of the academic program in both the arts and liberal arts, and specifically the core competencies, which include the Arts (Music, Art and Design, Dance, Theatre), Film and Media Studies, New Media Technology, Journalism, Creative and Dramatic Writing, Biology, Psychology, Environmental Science and Sociology.*
- *Create opportunities for students, faculty and alumni across the disciplines for research collaborations and employment,*
- *Offer internships, fellowships, and residencies to students, faculty, and alumni,*
- *Share the college's commitment to its economic and social improvement and sustainability.*

Purchase College would look for those businesses that focus on the following:

- *Data visualization or application*
- *Digital imaging, design and animation*
- *Film, music and new media production, post production and application*
- *Creation, innovation, and sustainable design for non-profits*
- *Biotechnology, green technology, clean energy, and land use planning*
- *Design based solutions to urban, social, environmental problems*

The Executive Committee of the College's faculty at large will consider the Preliminary Business Proposal. The committee will consider proposals twice a year in February and October. Proposals for consideration

must be submitted by the first of these months. After review, candidates for partnership will be contacted for follow-up interviews.

Prior to completing and submitting your Start Up NY Preliminary Business Proposal to Purchase College, SUNY, it is recommended that you explore the Colleges' website to better understand the culture and mission of Purchase College.

A. Business Specifications:

Company Name:

Contact Name:

Address:

Phone:

Fax:

Email:

Website:

Type of Business: (Sole Proprietorship, Corporation, Partnership, Limited Liability Corporation)

Primary North American Industrial Classification System (NAICS) 6 digit code:

(for information about NAICS go to <http://www.census.gov/eos/www/naics> or <http://www.tax.ny.gov/pdf/publications/general/pub910.pdf>)

B. Business Narrative:

Use the following questions as a guide to a narrative of how your business will fit with the academic and strategic mission of Purchase College:

1. Briefly describe your business (i.e., the primary **goods produced and/or services rendered**). What makes your business unique?
2. In what ways would your business support the academic and strategic mission of Purchase College?
3. What role do you see Purchase College playing in your business?
 - a. What, if any, role do you see for students from the College with your business?
 - b. What, if any, role do you see for faculty and/or staff from the College with your business?
4. What, if any, types of support will your business be able to provide toward scholarship (e. g., lectures, faculty support, instructional materials/equipment)?
5. Who are, or are intended to be, the main customers of your business?
6. Who are your significant competitors?
7. Describe the factors that will be driving the planned growth and expansion of your business and explain how your company will be able to make new investments and create jobs for the State of New York.
8. What is the projected number of fulltime employees in the:
 - a. First year?
 - b. Second year?
 - c. Third year?
9. What size and configuration of space is your business looking for?

Please identify the locations in Westchester County that you have evaluated as potential sites for your business, and indicate which locations you find

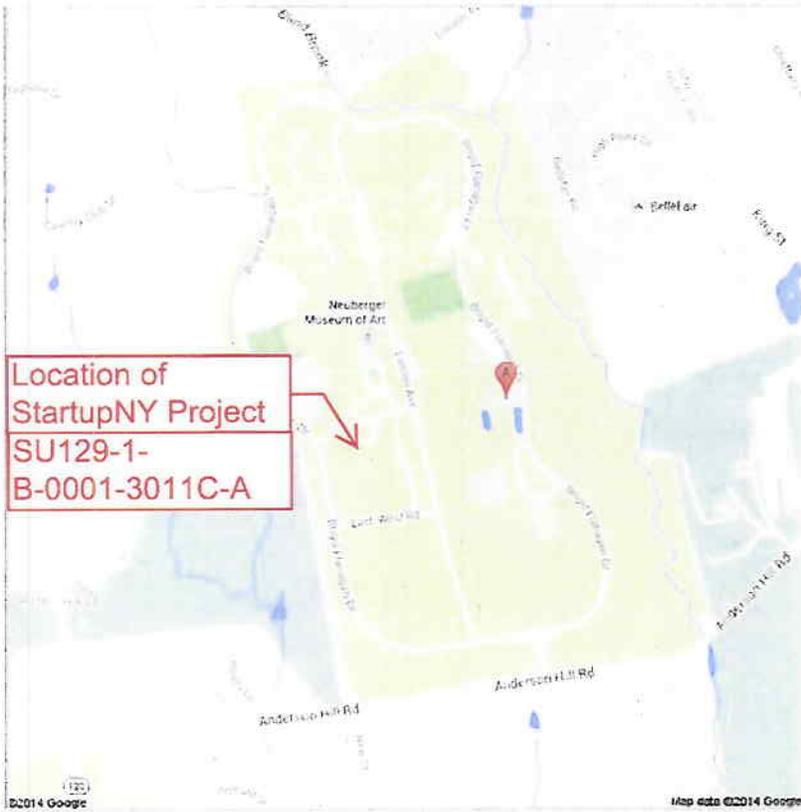
ATTACHMENT C: DESIGNATED TAX FREE SPACE

Location	UniqueID	Owner	PropertyType	StreetAddress	City	ZipCode	ParcelID	Building	SpaceType	SqFt	Acres	Description	onCampus	Within1mileOfCampus	Latitude	Longitude	Note
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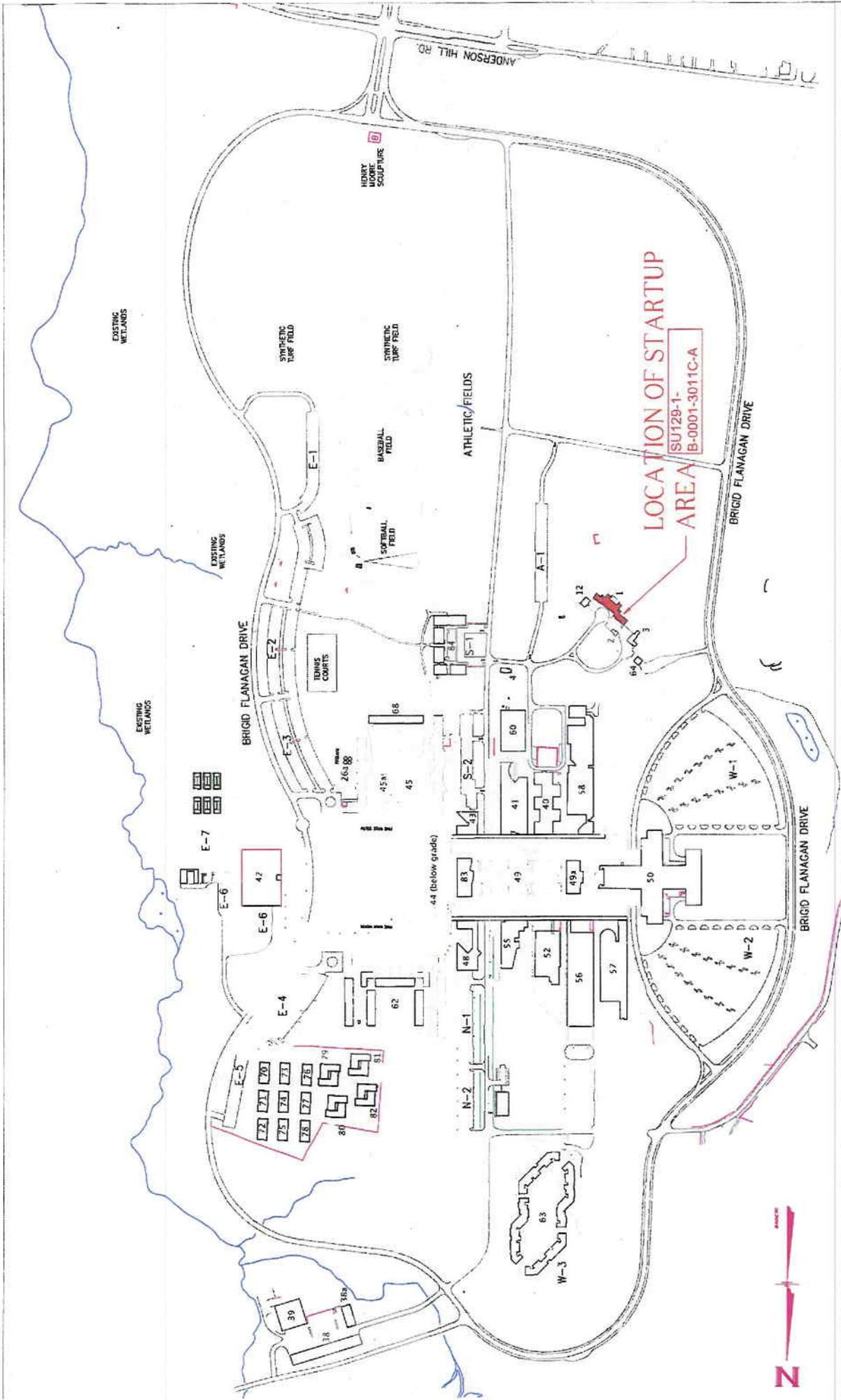
734 Anderson Hill SU129-1-B-
 Road, Purchase NY 0001-
 10577 3011C-A Purchase College, SUNY Purchase
 1 735 Anderson Hill Rd se 10577 Admin C 97 n/a Conference room yes N/A 41.0453564 73.7030422

** 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

Designated Land or Buildings Unique ID Standard
 See Sheet 2: SUNY Unique ID Codes



Location of
StartupNY Project
SU129-1-
B-0001-3011C-A



LOCATION OF STARTUP
 AREA
 SU129-1-
 B-0001-3011C-A



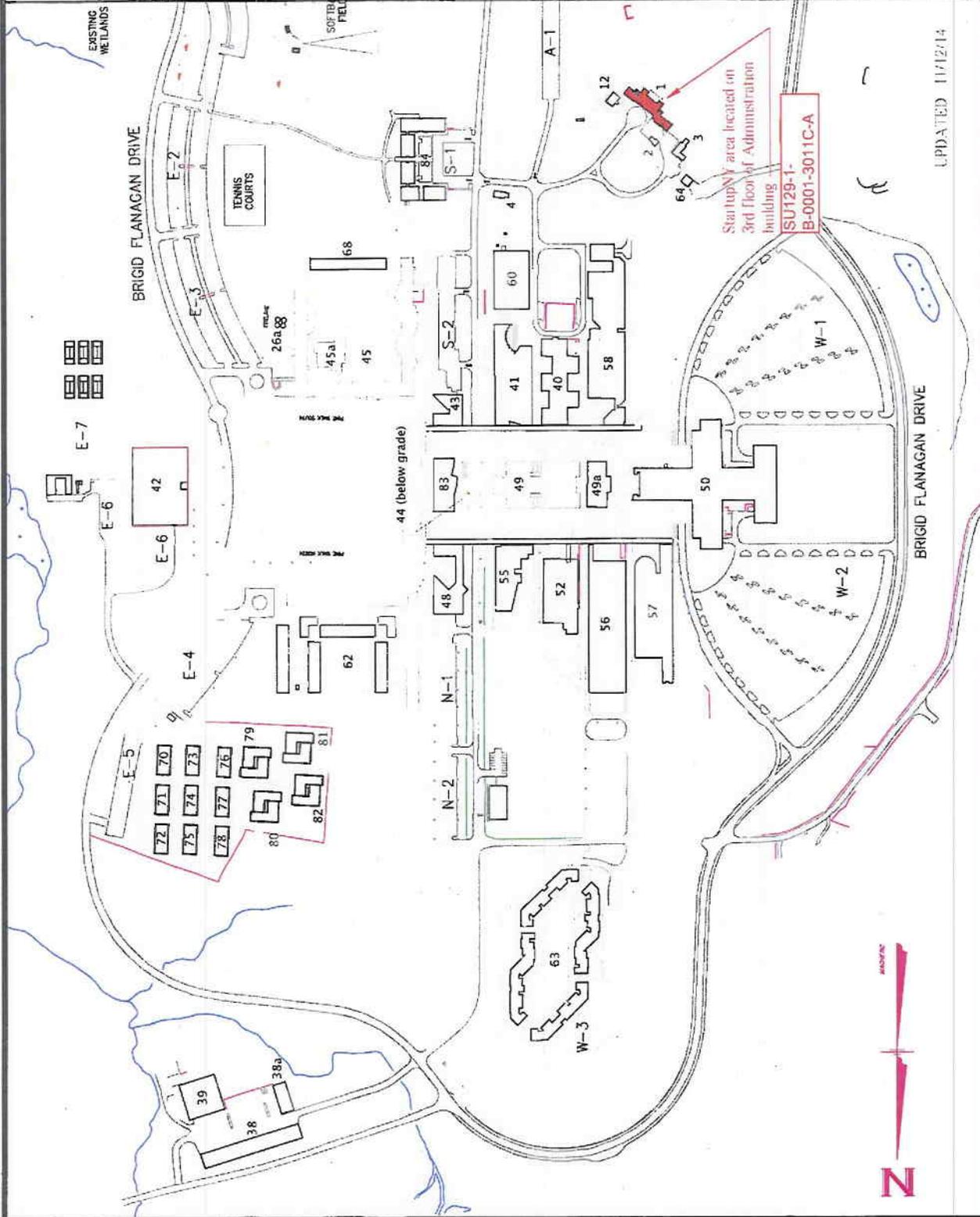
Purchase College

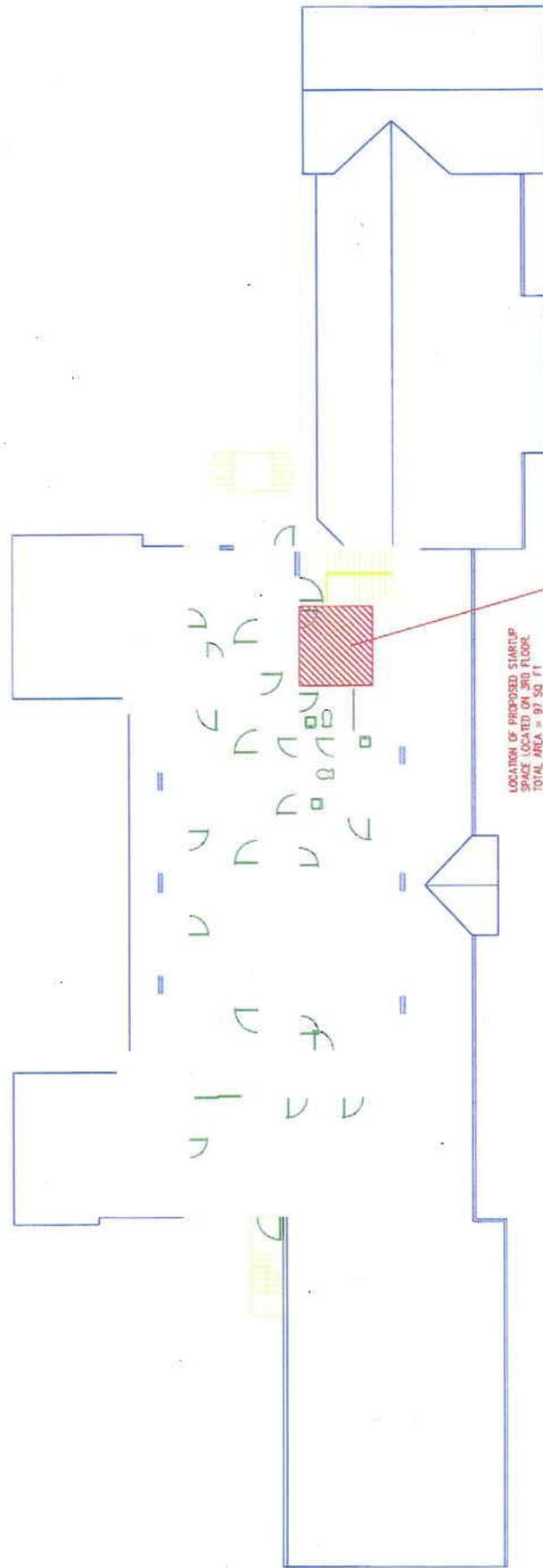
STATE UNIVERSITY OF NEW YORK

Campus Owned Facilities

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81. ALUMNI VILLAGE 12
82. ALUMNI VILLAGE 13
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84. NEW RESIDENCE HALL





ADMINISTRATION BUILDING - 3RD FLOOR PLAN



ATTACHMENT D:

SUNY Conflict of Interest Policy

STARTUP NY Program Participation Policy

 <p>Category: HR / Labor Relations Legal and Compliance</p> <p>Responsible Office: University Counsel</p>	<p>Policy Title: Conflict of Interest</p> <p>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

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](#)

[Ethics in State Government - A Guide for New York State Employees](#)

[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.



Category:
Academic Affairs
Community Colleges
Legal and Compliance
Research

Responsible Office:
Academic Affairs

Policy Title:
START-UP NY Program Participation Policy

Document Number:
6800

Effective Date:
February 10, 2014

This policy item applies to:
Community Colleges
State-Operated Campuses

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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 to the campus' START-UP NY program to the President or Chief Executive Officer of the sponsoring campus.

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.