



The State University  
of New York

Office of the  
Chief Financial Officer

State University Plaza  
Albany, New York 12246

[www.suny.edu](http://www.suny.edu)

February 3, 2017

President Heidi Macpherson, Ph.D  
College at Brockport  
350 New Campus Drive  
Brockport, NY 14420

Re: START-UP NY

Dear President Macpherson:

Congratulations. Attached is the approved application for SUNY College at Brockport'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](mailto:designations@esd.ny.gov).

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

Best Regards,

A handwritten signature in black ink, appearing to read "Eileen McLoughlin", written in a cursive style.

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 The SUNY logo, featuring the word "SUNY" in a blue, sans-serif font inside a blue circle.



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: President Heidi Macpherson, Ph.D
Re: The College at Brockport SUNY Campus Plan for Designation of Tax-Free Area(s) ("Campus Plan")
Date: January 17, 2017

For campus Office of the President:
The arrangement documented in the attached Campus Plan is aligned to the academic mission of The College at Brockport SUNY and in accordance with all SUNY policies, procedures, and guidelines.
[Signature]
Signature of campus President
HEIDI R MACPHERSON
Print Name

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 [approved/rejected] the attached Campus Plan:
[Signature]
Proposal Review Team Co-Chair
Date 1-31-17
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]
Signature of the Chancellor or designee
Date 2/8/17
Eileen McLoughlin
Print Name

To: Howard Zemsky, President & CEO, Empire State Development and Commissioner, NYS  
Department of Economic Development  
From: President Heidi R. Macpherson of The College at Brockport SUNY  
Re: The College at Brockport SUNY's Campus Plan for Designation of Tax-Free Area(s)  
Date: January 17, 2017

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I, President Macpherson of The College at Brockport 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 the Brockport Foundation's Code of Conduct and Conflict of Interest Disclosure guidelines and 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

1/17/17

DATE





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

Campus Name: The College at Brockport, SUNY  
Campus Contact Name: James A. Willis, PhD  
Campus Contact Title: Vice President of Administration and Finance  
Campus Contact E-mail: jwillis@brockport.edu  
Campus Contact Phone: (585) 395-2129

### 1. Specification of spaces and/or land proposed for designation as a Tax-Free NY Area:

Land use and space planning issues at the College at Brockport are informed by the College's Facility Master Plan and managed through a Cabinet Level, Policy and Planning Review Panel in consultation with the Campus-wide Facilities Planning Committee, which has broad faculty and staff representation.

The College has identified the following list of (a) land available on main campus property in Brockport NY, (b) campus controlled land in the Town of Sweden, NY, (c) space under campus control in the City of Rochester NY, and (d) non-affiliated properties within 1- mile of campus as suitable for inclusion in its Start-UP NY Plan. These assets were selected based on current planned use and in consideration of impact on academic and student support programs.

Property details (Attachment A) and maps and floor plans where appropriate (Attachment B) are provided.

#### (a) Land Available on Main Campus Property:

- **Parcel SU-102-1-L-0001-000-A** - West Campus (86 acres): College land on the main campus available for development and can be subdivided. It is adjacent to a railroad spur connecting to main transportation rail lines. Some of the available land is improved with water, natural gas, and/or electricity nearby. (Attachment B, Figure 1)

#### (b) Campus Controlled Facilities in the City of Rochester NY

- **Parcel SU-102-1-B-0140-000-A** - 55 St. Paul Street, Rochester NY 14604 (7,520 sq. ft in the Metro Center): The Metro Center is an extension center of The College at Brockport's main campus in Brockport, NY and is located in the heart of downtown Rochester, NY. It is considered a Co-Location. The Metro Center is an historic George Eastman building; former home of the Chamber of Commerce; strategically located across the street from the new public transportation hub and near the downtown Convention Center and major hotels and businesses. It is a steel and masonry structure where courses are offered in undergraduate and graduate programs. The majority of classes are held in the evenings and on weekends to accommodate working adults. It would be considered Class C space. Office / Industrial / Lab: Office and light industrial. Occupancy timeline: Immediate. Square footage: up to 7,520 sf. (Attachment B, Figures 2a, b and c)

- **Parcel SU-102-1-B-L401-000-A** – 1669 Lake Avenue, Rochester NY 14652 (15,414 sq. ft. in Building B-318, Eastman Business Park): Eastman Business Park consists of 2.5M sq. ft. of existing manufacturing, laboratory and office facility space available for commercial or industrial use. The College at Brockport, through a lease between Eastman Business Park and an LLC of the Brockport Foundation (501(c)(3) College affiliated entity) has up to 15,414 sq. ft. of vacant space available in the EBP for immediate occupancy. (Attachment B, Figures 3a, b and c)

(c) Non-affiliated Properties within 1-mile of Campus:

- **Parcel SU-102-2-L-0004-000-A (Lot A)** – 4599 Redman Rd, Sweden, NY 14420 (McLean Development LLC, owner): Shovel ready lot (0.35 acres) adjacent to the western edge of the main College at Brockport campus. Infrastructure improvements include roads, sewer system, electric and water main. It is adjacent to a railroad spur that connects to main transportation rail lines (Attachment B, Figure 4)
- **Parcel SU-102-2-L-0005-000-A (Lot B)** – 4599 Redman Rd, Sweden, NY 14420 (McLean Development LLC, owner): Shovel ready lot (0.24 acres.) adjacent to the western edge of the main College at Brockport campus. Infrastructure improvements include roads, sewer system, electric and water main. It is adjacent to a railroad spur that connects to main transportation rail lines (Attachment B, Figure 4)
- **Parcel SU-102-2-L-0006-000-A (Lot C)** – 4599 Redman Rd, Sweden, NY 14420 (McLean Development LLC, owner): Shovel ready lot (0.21) adjacent to the western edge of the main College at Brockport campus. Infrastructure improvements include roads, sewer system, electric and water main. It is adjacent to a railroad spur that connects to main transportation rail lines (Attachment B, Figure 4)
- **Parcel SU-102-2-L-0007-000-A (Lot D)** – 4599 Redman Rd, Sweden, NY 14420 (McLean Development LLC, owner): Shovel ready lot (0.15 acres) adjacent to the western edge of the main College at Brockport campus. Infrastructure improvements include roads, sewer system, electric and water main. It is adjacent to a railroad spur that connects to main transportation rail lines (Attachment B, Figure 4)
- **Parcel SU-102-2-L-0008-000-A (Lot E)** – 4599 Redman Rd, Sweden, NY 14420 (McLean Development LLC, owner): Shovel ready lot (0.17 acres) adjacent to the western edge of the main College at Brockport campus. Infrastructure improvements include roads, sewer system, electric and water main. It is adjacent to a railroad spur that connects to main transportation rail lines (Attachment B, Figure 4)
- **Parcel SU-102-2-B-0009-000-I** – 43 Market St, The Village at Brockport, NY 14420 (Ross Gates, owner): Vacant one-story (with basement), 2,040 sq. ft. office building located approximately 1,800 feet from the northeast corner of the main Brockport Campus (Attachment B, Figures 5a and b).
- **Parcel SU-102-2-B-0010-000-A** – 85 Clinton St, The Village at Brockport, NY 14420 (85 Clinton St LLC, owner): Partial vacant office building, 4,425 sq. ft. located approximately 1,000 feet from the northeast corner of the main Brockport Campus (Attachment B, Figures 6a and b).
- **Parcel SU-102-2-B-0011-000-A** – 80 Clinton St, The Village at Brockport, NY 14420 (Vulcan Ventures, S Corp, owner): Two-story office building, 6,490 sq. ft. located approximately 1,500 feet from the northeast corner of the main Brockport Campus (Attachment B, Figures 7a and b).

As specified in the Start-UP NY regulations, these off-campus properties are located within a one-mile perimeter of the college, fall within the College's 200,000 sq. ft. allotment, and would be subject to local property taxes or negotiated payments in lieu of taxes (PILOTs).

**2. The total square footage of the space and/or acreage of land proposed for designation as Tax Free NY Areas are:**

Campus Controlled:

Space: 22,934 square feet

Land: 86 acres

Non-affiliated property within 1-mile radius of the campus:

Space: 12,955 square feet

Land: 1.12 acres

**3. Description of the types of businesses that may be located in the area(s) identified in #1:**

Eligible businesses must be either a (1) new company/start-up, (2) an out-of-state company relocating to New York, or (3) an expanding business currently based in New York. The prospective business must demonstrate that it is creating net new jobs, aligns and advances the College's mission, and provides positive economic and community benefits.

Prospective businesses cannot compete with existing local business (defined by census tract.)

Businesses not eligible for Start-UP NY designation include retail/wholesale businesses, restaurants, real estate brokers, law firms, medical or dental practices, real estate management companies, hospitality, finance and financial services, accounting firms, businesses providing utilities, or energy production or distribution companies.

Additional information regarding business eligibility can be found at [www.startup.ny.gov](http://www.startup.ny.gov)

As specified in the [Start-UP NY SUNY Campus Guide to Getting Started](#), additional criteria by which to assess how a tax-free business aligns with the mission of the College in knowledge creation, knowledge diffusion, and formation of values, the College may consider the following factors or a combination thereof in its consideration to sponsor the tax-free business:

- a. Comprehensive undergraduate, graduate education and professional education
- b. Research
- c. Leadership
- d. Diversity
- e. Culture
- f. Regional economic development
- g. Internship and training opportunities
- h. Direct job opportunities for campus graduates
- i. Internationalization
- j. Specific area specialization of the campus (human services, IT, environmental science business education, professional postsecondary programs etc.)

- k. Any other factors which the college or campus deems to be appropriate in determining the alignment of mission to the business.

Potential industries of interest to the College at Brockport include those with a focus on:

- a. Light manufacturing (adaptive/assistive/kinesiology technologies, in particular)
- b. Mobile, wireless, and personal area networks and related technology
- c. Digital Media
- d. Energy innovation/green technology
- e. Public Health and Human Services
- f. Biotech/Analytical Chemistry
- g. Environmental monitoring/watershed management/remediation
- h. Aquaculture
- i. Education

#### **4. Alignment with the academic mission of the college:**

The College at Brockport seeks Start-UP NY partners that align with and enhance the academic mission of the college and its academic programs. This can be realized in multiple ways, including:

- Sharing of expertise with the college (e.g. research opportunities for our faculty, instructional contributions, executive-in-residence)
- Quality high impact educational opportunities for our students (e.g. research opportunities, internships, co-op experiences)
- Support for scholarships, fellowships, etc.
- Development of physical assets and support for campus facilities and/or other institutional services/amenities

Part of the State University of New York (SUNY) system of higher education, The College at Brockport is a comprehensive master's institution offering 50 undergraduate major programs and 48 master's programs through its Schools of Business Administration and Economics, Mathematics and Sciences, Education and Human Services, Health and Human Performance and the Arts, Humanities and Social Sciences.

The institution's primary commitment is to student success, achieved through a combination of major and General Education requirements and co-curricular programs to which students have broad access and participation. Student success at Brockport is multifaceted, involving academic quality and engagement, co-curricular and support programs, each of which reflects our commitment to students functioning in a culturally diverse world.

The College mission reflects long-term commitments to excellence in both liberal arts and professional education at the undergraduate and graduate levels. These commitments advance the development of the whole student through attention to the highest quality scholarship, civic engagement, and environments for learning and student life

The College is particularly focused on developing partnerships with eligible Start-UP NY companies of small to medium size that would benefit from the expertise of our School of Business Administration and Finance as they develop and grow.

As a partner to a Start-UP NY company, the College can:

- Provide just in time advice, consulting and specialized expertise through our faculty and students
- Organize interest group training best practice sessions at convenient times and delivered on demand
- Provide interns for short duration projects (with faculty guidance) or as part of a transition plan to permanent employment growth
- Conduct market and technical research and studies on a confidential basis that will help provide timely information for our business partners
- Serve as a match maker and facilitate networks for clients facing similar challenges
- Host conferences and meetings facilitated by state of the art technology
- Offer a punctuated residency programs designed specifically for the challenges of growing a small to medium sized entrepreneurial firm
- Provide the services of our Small Business Development Center

In short, the College seeks to be the intellectual partner of a Start-UP NY enterprise as they grow their business.

Start-UP NY partners can further derive benefit from the core academic competencies associated with the following College programs (w/ NYSED Curriculum Codes):

Biochemistry	(33470)	Accounting	(89268)
Biology	(03315)	Accounting (Forensic)	(31938)
Chemistry	(12093)	Business Administration	(03407)
Computer Information Systems	(32449)	Educational Administration	(28962)
Computer Science	(03367)	Finance	(30638)
Earth Sciences	(12097)	Marketing	(30639)
Environmental Science	(23535)	Public Administration	(36069)
Geology	(12096)	Art	(12068)
Health Science	(03309)	Communication	(03358)
Medical Technology	(19391)	Recreation and Leisure	(87304)
Nursing	(31685)	Social Work	(03455)
Physics	(12090)	Theater	(12072)
Water Resources	(88388)	Human Development <sup>1</sup>	
		Education <sup>2</sup>	

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1. Programs in Human Development are found across the College, for example Gerontology (34507), Early Childhood Education (24248) and Adapted Physical

2. Education programs include Early Childhood Education (24248) and Adolescence Inclusive Education - Chemistry, English Mathematics (60434, 60413, 60430)

## 5. How Start-UP NY businesses will generate positive community & economic benefits.

The host community of the College of Brockport is composed of the Village of Brockport and the Town of

Sweden and can be defined as rural, agricultural, and “small town”. According to the 2010 U.S. Census and New York State Department of Labor data, 7.0 percent of the civilian labor force in the Brockport/Sweden area is unemployed, and 14.9 percent of all people who reside in the Brockport/Sweden area have had an income reported below the poverty level in the past 12 months with the median household income being \$42,636.

Eligible Start-UP NY businesses that align with the academic mission under the College’s Start- UP NY plan will contribute to the improvement and economic well-being of the residents of the greater Brockport/Sweden community and the Rochester area by:

- Increasing employment opportunities
- Diversifying the local economy
- Reducing office vacancies
- Improving the tax base
- Creating positive linkages to existing businesses

The current available inventory of commercial space within 1 mile radius of the College at Brockport’s campus easily exceeds 300,000 square feet. Furthermore, while the population of the community has remained relatively static over the past five-years, the local school district has seen a 12% decrease in enrollments over this period, with projections for an additional 7% decline in the next five year period. In these regards, the Village of Brockport and the Town of Sweden are typical of many small communities in Upstate New York.

The College’s Start-UP NY plan targets industries that will both increase the availability of highly skilled, high paying jobs (e.g., biotech, energy innovation and green technologies, etc.), as well as increase and diversify employment opportunities (e.g. light manufacturing, environmental monitoring, public health and human services, etc.) in the community. Expanded employment opportunities in the local community will likely provide a vehicle for growth as new people are attracted to the area, while having a positive multiplier effect on local businesses.

Start-UP NY represents a significant opportunity to catalyze the development of a vibrant and sustainable economy for the College’s host community.

## **6. Description of how the College will select businesses under START-UP NY.**

The College will utilize its School of Business Administration and Economics, a newly formed Start-UP NY Advisory Committee, and existing campus committees, to select businesses Start- UP NY partners for the campus.

Membership on the Start-UP NY Advisory Committee includes the Campus Provost, Dean of the School of Business Administration and Economics, Vice President of Administration and Finance, the President of the Brockport Student Government, a member of the College Senate selected by the Executive Committee of the Senate, and the Chairs of the Campus Budget and Resource Committee (BRC) and the Campus-wide Facilities Planning Committee (CFPC).

### **Selection Criteria:**

The College at Brockport’s Start-UP NY Advisory Committee will evaluate prospective applicants according to the following criteria:

### Academic and Research Alignment

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

### Economic Benefit

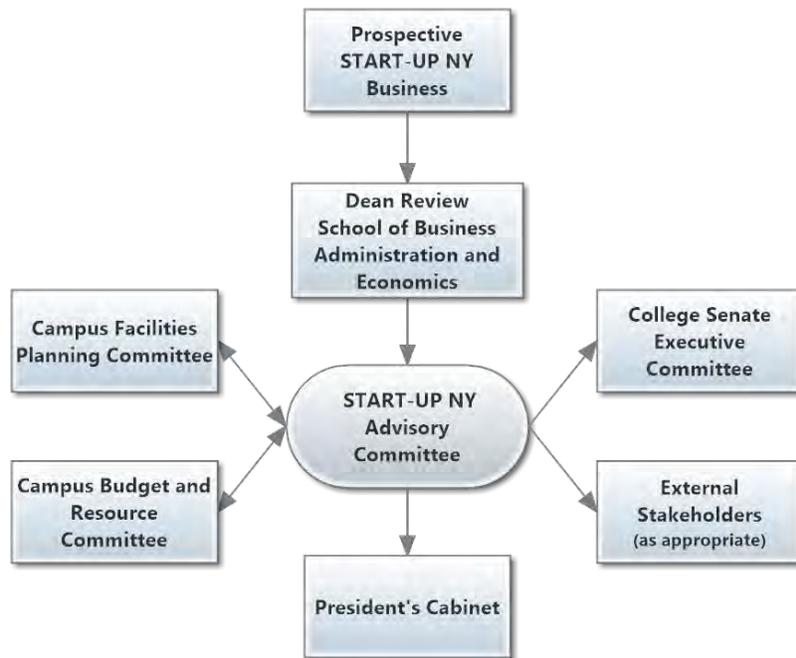
- How many net new jobs will be created?
- Is the business viable in both the short- and long-term?
- Will the business attract private financial investment?
- Does the business plan to make capital investments (e.g., renovation, new construction)?
- Are the new jobs in critical areas of the economy?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

### Community Benefit

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

### **Selection Process:**

1. Business application by prospective Start-UP NY businesses to the College at Brockport's Start-UP NY Plan will be made through the College's Dean of the School of Business Administration and Economics.
2. If the business applicant meets the minimum criteria for eligibility, as specified in this plan, the Dean will forward the application the Start-UP NY Advisory Committee for review.
3. The Start-UP NY Advisory Committee will select prospective business on the basis of their ability to align with and advance the mission of the College, as well as their potential for economic and community benefit as reflected in the selection criteria above. The Advisory Committee will seek input on prospective applications from appropriate campus committees, constituencies, and offices, as well as from external agencies and stakeholders.
4. Upon review and approval from the Advisory Committee the business application will be forwarded to the President's Cabinet for final review and Presidential approval.
5. Approved applications will be transmitted to Empire State Development for final review.



- Attachment A: List of properties including type of space, address, square footage, etc. (included as a separate Excel file)
- Attachment B: Property Map and Floor Plans
- Attachment C: Assorted Certifications (Public Officers Law Section 74; State University of New York's Policy on Conflict of Interest, Start-UP NY Program Participation Policy, and Brockport Foundation Code of Conduct and Conflict of Interest Guidelines )
- Attachment D: Stakeholder Evidence



Attachement A  
The College at Brockport SUNY  
Start-UP NY Property Designation

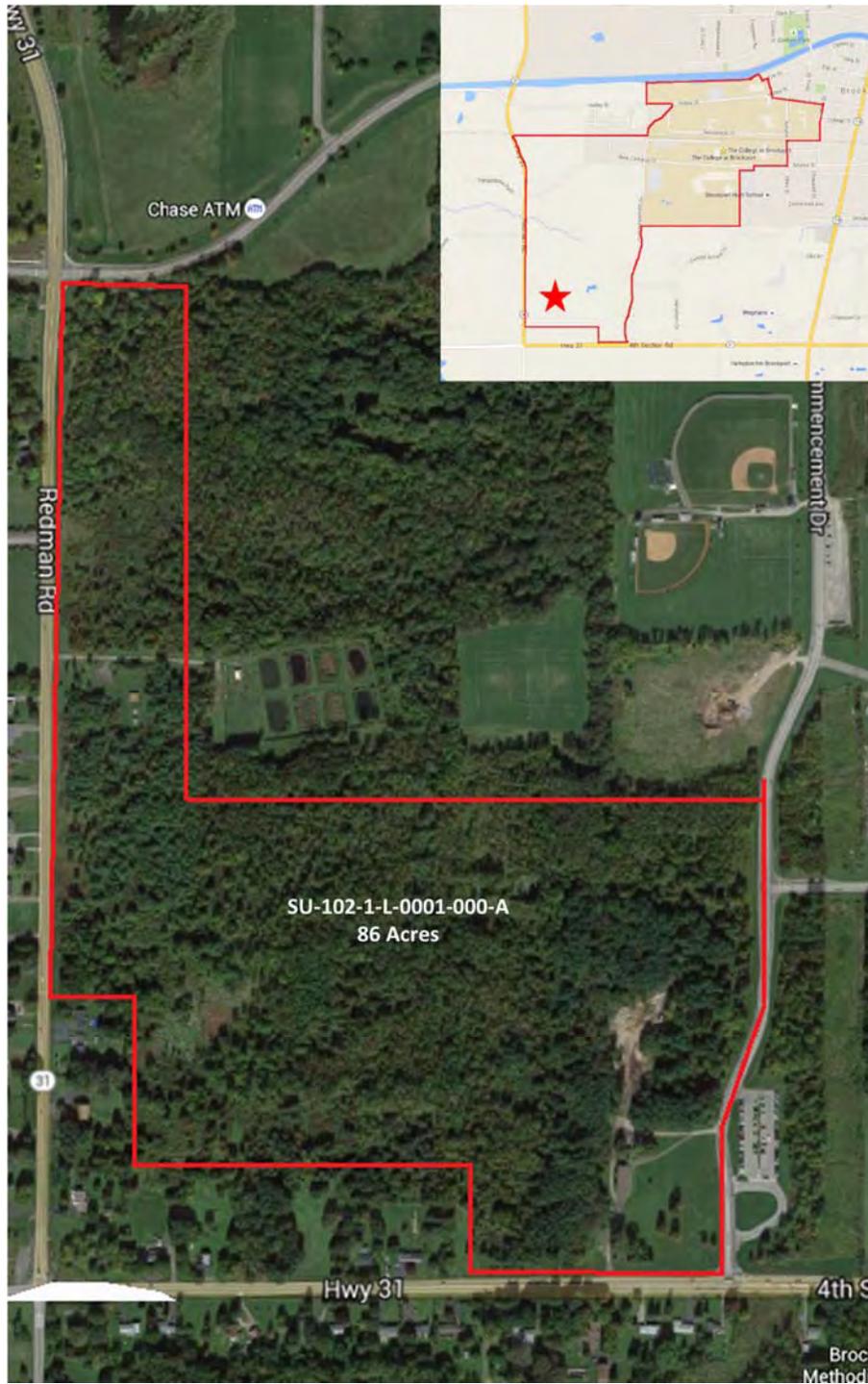
StartUP-NY ESD Property Designation Excel Spreadsheet (included as separate attachment)

Location	UniqueID	Owner	Property Type	StreetAddress	City	ZipCode	ParcelID	Building	Space Type	SqFt	Acres	Description	onCampus	Within 1 Mile Of Campus	Latitude	Longitude	Note
City of Rochester	SU-102-1-B-0140-000-I	SUNY Brockport	1	55 St. Paul Street	Rochester	14604		Metro Center	C	7,520		Various space within the existing building	Yes	N/A	43°09'28.4"N	77°36'34.3"W	
City of Rochester	SU-102-1-B-L401-000-A	SUNY Brockport	1	1669 Lake Ave, B-318	Rochester	14652	262800 090.05-1-14-11	Eastman Business Park building B-318	C	15,414		Leased Space in Eastman Business Park	Yes	N/A	43°19'90.0"N	77°66'57.7"W	
Town of Sweden	SU-102-1-L-0001-000-A	SUNY Brockport	1	350 New Campus Dr	Sweden	14420	265289 083.01-2-2		D		86	SW portion of Campus	Yes	N/A	43°12'12.8"N	77°57'45.1"W	
Town of Sweden	SU-102-2-L-0004-000-A	McLean Development LLC	2	4599 Redman Rd	Sweden	14420	265289 068.03-1-18.11		E		0.35	Vacant Land	No	Yes	43°12'30.9"N	77°58'17.0"W	
Town of Sweden	SU-102-2-L-0005-000-A	McLean Development LLC	2	4599 Redman Rd	Sweden	14420	265289 068.03-1-18.11		E		0.24	Vacant Land	No	Yes	43°12'30.9"N	77°58'14.7"W	
Town of Sweden	SU-102-2-L-0006-000-A	McLean Development LLC	2	4599 Redman Rd	Sweden	14420	265289 068.03-1-18.11		E		0.21	Vacant Land	No	Yes	43°12'30.9"N	77°58'11.3"W	
Town of Sweden	SU-102-2-L-0007-000-A	McLean Development LLC	2	4599 Redman Rd	Sweden	14420	265289 068.03-1-18.11		E		0.15	Vacant Land	No	Yes	43°12'30.9"N	77°58'9.6"W	
Town of Sweden	SU-102-2-L-0008-000-A	McLean Development LLC	2	4599 Redman Rd	Sweden	14420	265289 068.03-1-18.11		E		0.17	Vacant Land	No	Yes	43°12'30.6"N	77°58'7.6"W	
Village of Brockport	SU-102-2-B-0009-000-A	Ross Gates	2	43 Market Street	Village of Brockport	14420	265201 069.45-2-14.1		F	2,040		Building	No	Yes	43°12'55.9"N	77°56'12.5"W	
Village of Brockport	SU-102-2-B-0010-000-A	85 Clinton St. LLC	2	85 Clinton Street	Village of Brockport	14420	265201 0068.520-3-3		G	4,425		Building	No	Yes	43°12'56.3"N	77°56'34.3"W	
Village of Brockport	SU-102-2-B-0011-000-A	Vulcan Venture (S corp)	2	80 Clinton Street	Village of Brockport	14420	265201 068.520-2-3		F	6,490		Building	No	Yes	43°12'59.7"N	77°56'26.7"W	

* 1= on campus	** A=entire building
2= 1 mile off campus	B=floor within building
3= State Asset	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

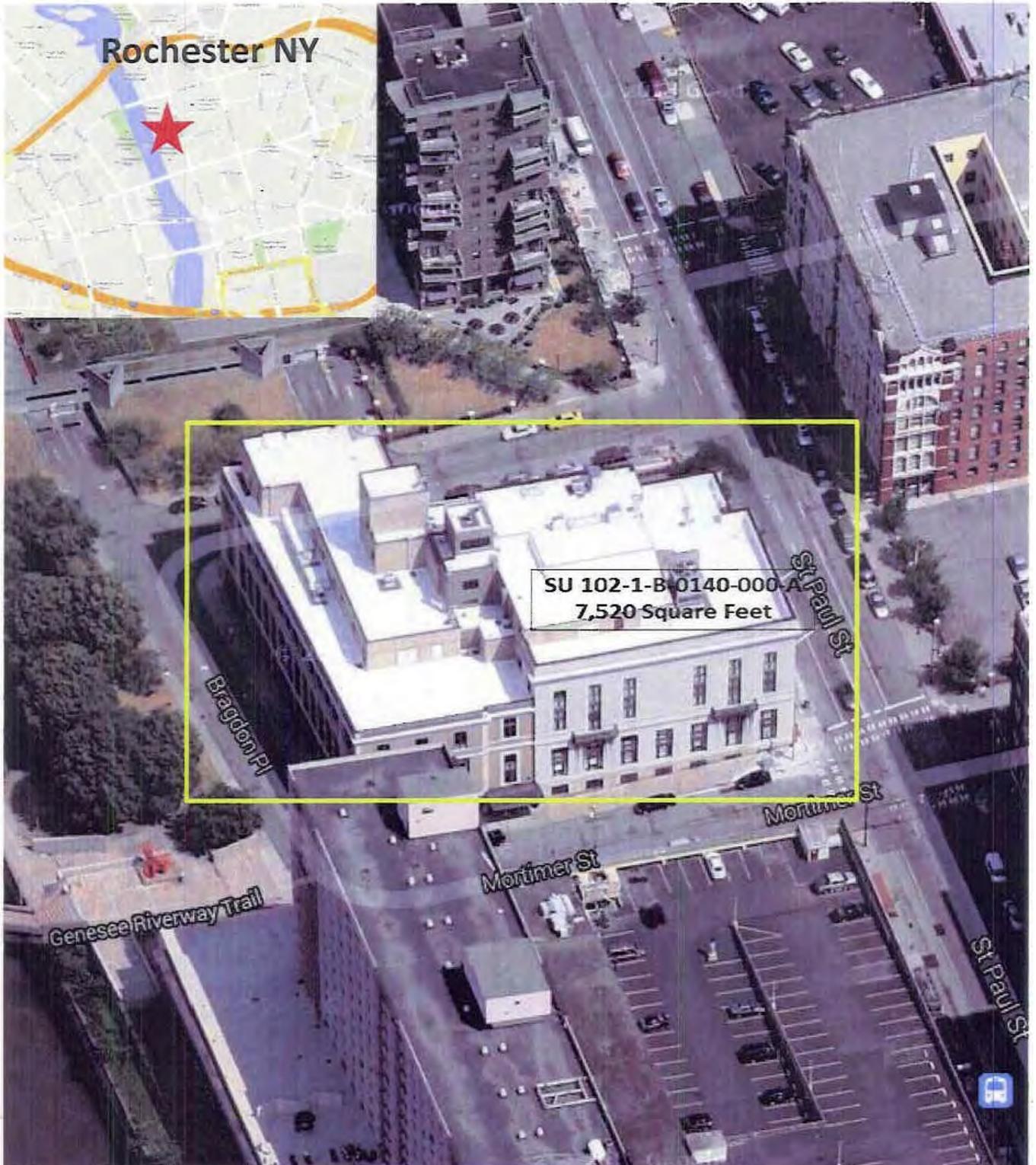
Attachment B  
The College at Brockport SUNY  
Start-UP NY Property Designation Maps and Floor Plans

**Figure 1: Parcel SU-102-1-L-0001-000-A West Campus (86 acres)**



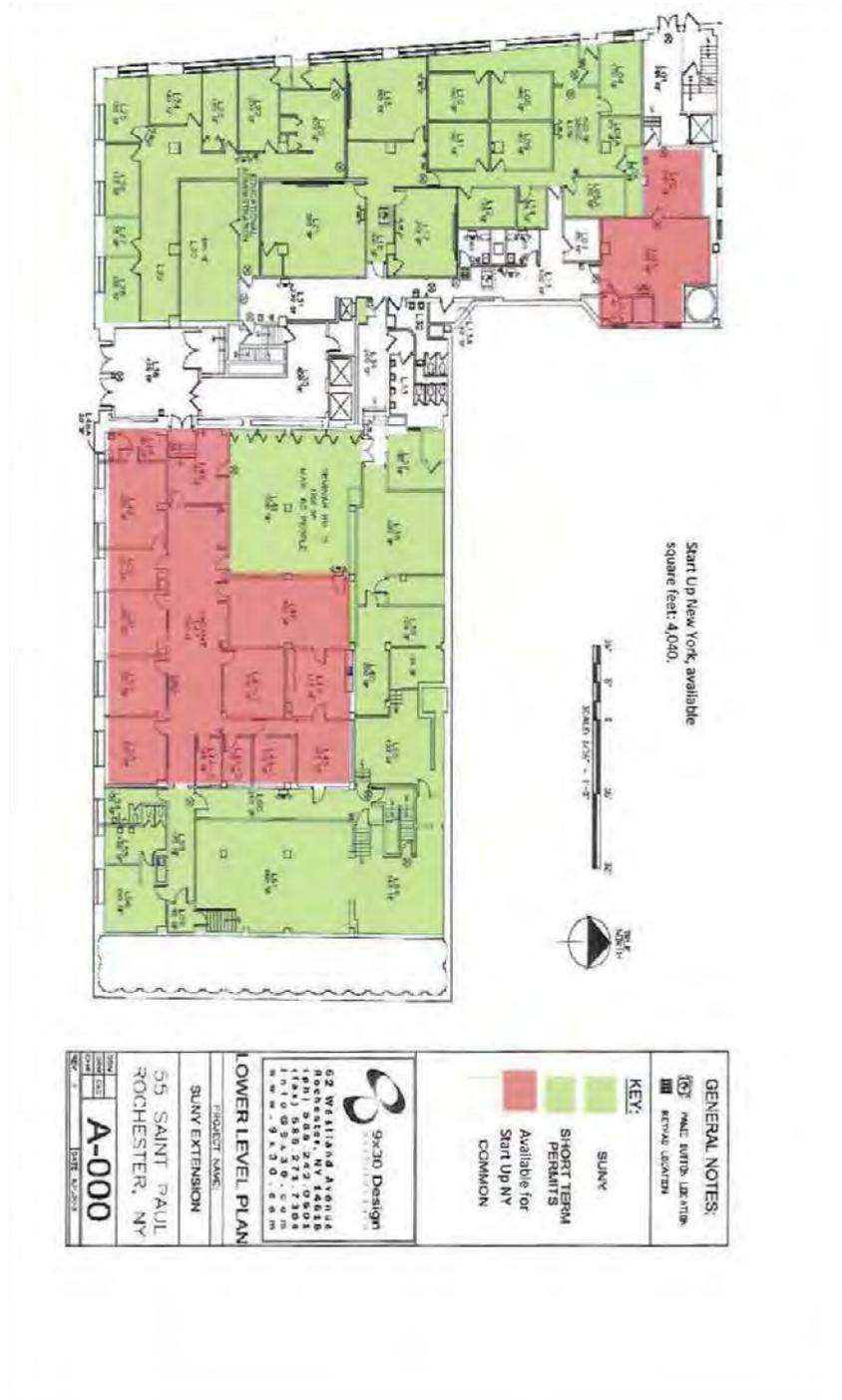
Attachment B  
The College at Brockport SUNY  
Start-UP NY Property Designation Maps and Floor Plans

Figure 2a: Parcel SU 102-1-B-0140-000-A - 55 St. Paul Street, Rochester NY 14604 (7,520 sq. ft. in the Metro Center)



Attachment B  
 The College at Brockport SUNY  
 Start-UP NY Property Designation Maps and Floor Plans

Figure 2b: Parcel SU-102-1-B-0140-000-A – 55 Saint Paul Street, Rochester NY 14604 (floor plan: lower level, 4040 sq. ft.)



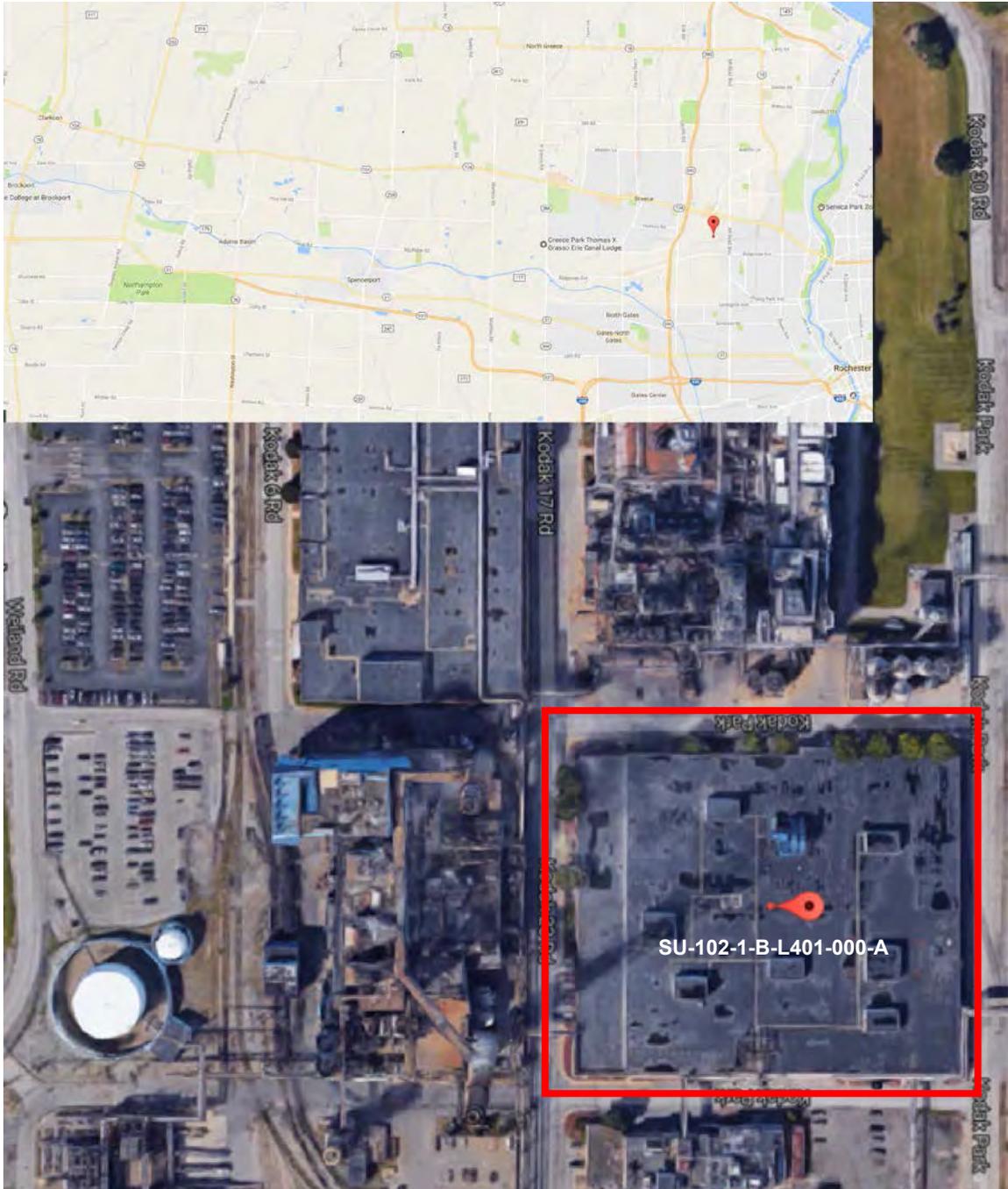
Attachment B  
 The College at Brockport SUNY  
 Start-UP NY Property Designation Maps and Floor Plans

Figure 2c: Parcel SU-102-1-B-0140-000-A – 55 Saint Paul Street, Rochester NY 14604 (floor plan: first floor, 3,480 sq. ft.)



Attachment B  
The College at Brockport SUNY  
Start-UP NY Property Designation Maps and Floor Plans

Figure 3a: **Parcel SU-102-1-B-L401-000-A** -- 1669 Lake Avenue, Rochester NY 14652 (Building B-318, 15,414.26 sq. ft. designated as Start-UP NY TFA)





Attachment B  
The College at Brockport SUNY  
Start-UP NY Property Designation Maps and Floor Plans

Figure 3c: Parcel SU-102-1-B-L401-000-A -- 1669 Lake Avenue, Rochester NY 14652 (Building B-318, room inventory, 15,414.26 sq. ft. designated as Start-UP NY TFA)

**BUILDING 318**

Building Code	Floor Code	Room Code	Room Area	Room Category	Room Type
318-KP	01	122	1996.48	LAB	D-LAB
318-KP	01	122A	291.30	LAB	D-LAB
318-KP	01	122B	305.89	LAB	D-LAB
			<b>2593.67</b>	<b>TOTAL LAB</b>	

318-KP	01	101	143.85	OFF	CLOSED
318-KP	01	102	199.72	OFF	CLOSED
318-KP	01	103	150.22	OFF	CLOSED
318-KP	01	104	196.29	OFF	CLOSED
318-KP	01	105	2900.98	OFF	OPEN
318-KP	01	105A	132.32	OFF	CLOSED
318-KP	01	105B	208.56	OFF	CLOSED
318-KP	01	105C	177.60	OFF	CLOSED
318-KP	01	106	153.94	OFF	CLOSED
318-KP	01	106A	147.51	OFF	CLOSED
318-KP	01	107	147.22	OFF	CLOSED
318-KP	01	108	195.91	OFF	CLOSED
318-KP	01	109	130.98	OFF	CLOSED
318-KP	01	109A	175.64	OFF	CLOSED
318-KP	01	109B	172.06	OFF	CLOSED
318-KP	01	110	118.26	OFF	CLOSED
318-KP	01	111	216.91	OFF	OPEN
318-KP	01	112	118.26	OFF	CLOSED
318-KP	01	113	108.09	OFF	OPEN
318-KP	01	114	118.26	OFF	CLOSED
318-KP	01	115	274.71	OFF	CONF
318-KP	01	117	461.09	OFF	CONF
318-KP	01	118	83.94	OFF	OPEN
318-KP	01	119	155.58	OFF	CONF
318-KP	01	120	4355.44	OFF	OPEN
318-KP	01	120A	263.27	OFF	aisle
318-KP	01	120B	263.28	OFF	aisle
			<b>11769.89</b>	<b>TOTAL OFFICE</b>	

318-KP	01	118A	48.12	SERV	MECH
318-KP	01	173	205.47	SERV	W RR
318-KP	01	174	74.32	SERV	JAN CLST
318-KP	01	174A	97.29	SERV	UNISEX RR
318-KP	01	175	28.49	SERV	JAN CLST
318-KP	01	176	105.64	SERV	W RR
318-KP	01	177	128.33	SERV	TELECOM
318-KP	01	178	155.79	SERV	M RR
318-KP	01	111A	118.17	STOR	STOCK-GENL
318-KP	01	116	89.08	STOR	STOCK-GENL
			<b>1050.70</b>	<b>TOTAL SVS/STORAGE</b>	

**TOTAL 15414.26 SQ FEET**

Attachment B  
The College at Brockport SUNY  
Start-UP NY Property Designation Maps and Floor Plans

**Figure 4: Parcels SU-102-2-L-0004-000-A (Lot A, 0.35 acres), SU-102-2-L-0005-000-A (Lot B, 0.24, acres), SU-102-2-L-0006-000-A (Lot C, 0.21 acres), SU-102-2-L-0007-000-A (Lot D, 0.15 acres), and SU-102-2-L-0008-000-A (Lot E, 0.17 acres); 4599 Redman Rd, Sweden, NY 14420 Mclean Development LLC (Owner) 20**



Attachment B  
The College at Brockport SUNY  
Start-UP NY Property Designation Maps and Floor Plans

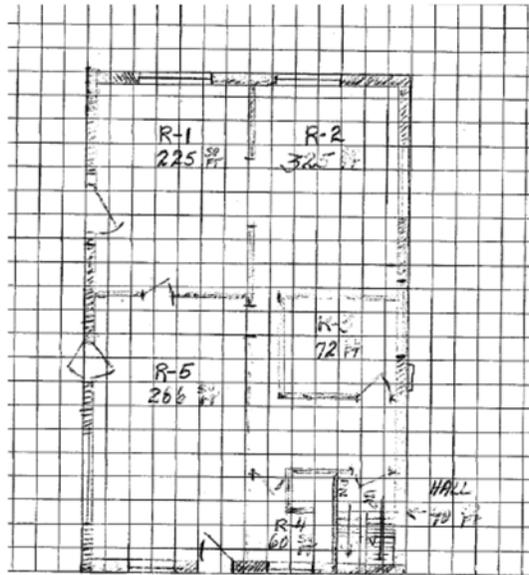
Figure 5a: Parcel SU-102-2-B-0009-000-I– 43 Market Street, The Village at Brockport, NY 14420 (2,040 sq.ft., entire building); Ross Gates (owner)



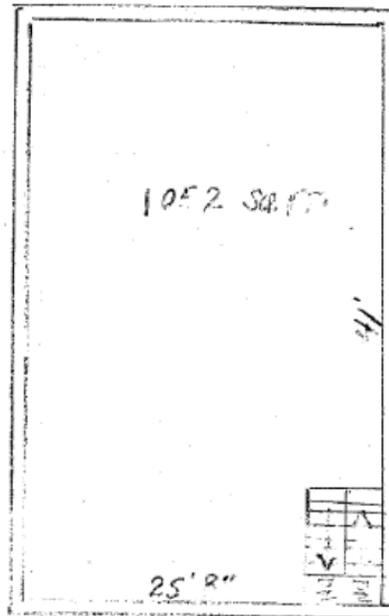
Attachment B  
The College at Brockport SUNY  
Start-UP NY Property Designation Maps and Floor Plans

Figure 5b: **Parcel SU-102-2-B-0009-000-1** – 43 Market Street, The Village at Brockport, NY 14420 (2,040 sq.ft., entire building); Ross Gates (owner) Note: Clearer floor plan unavailable.

(First Floor, (25.7' x 38.5') 988 sq.ft.)



(Basement, (25.8' x 40.8') 1,052 sq.ft.)



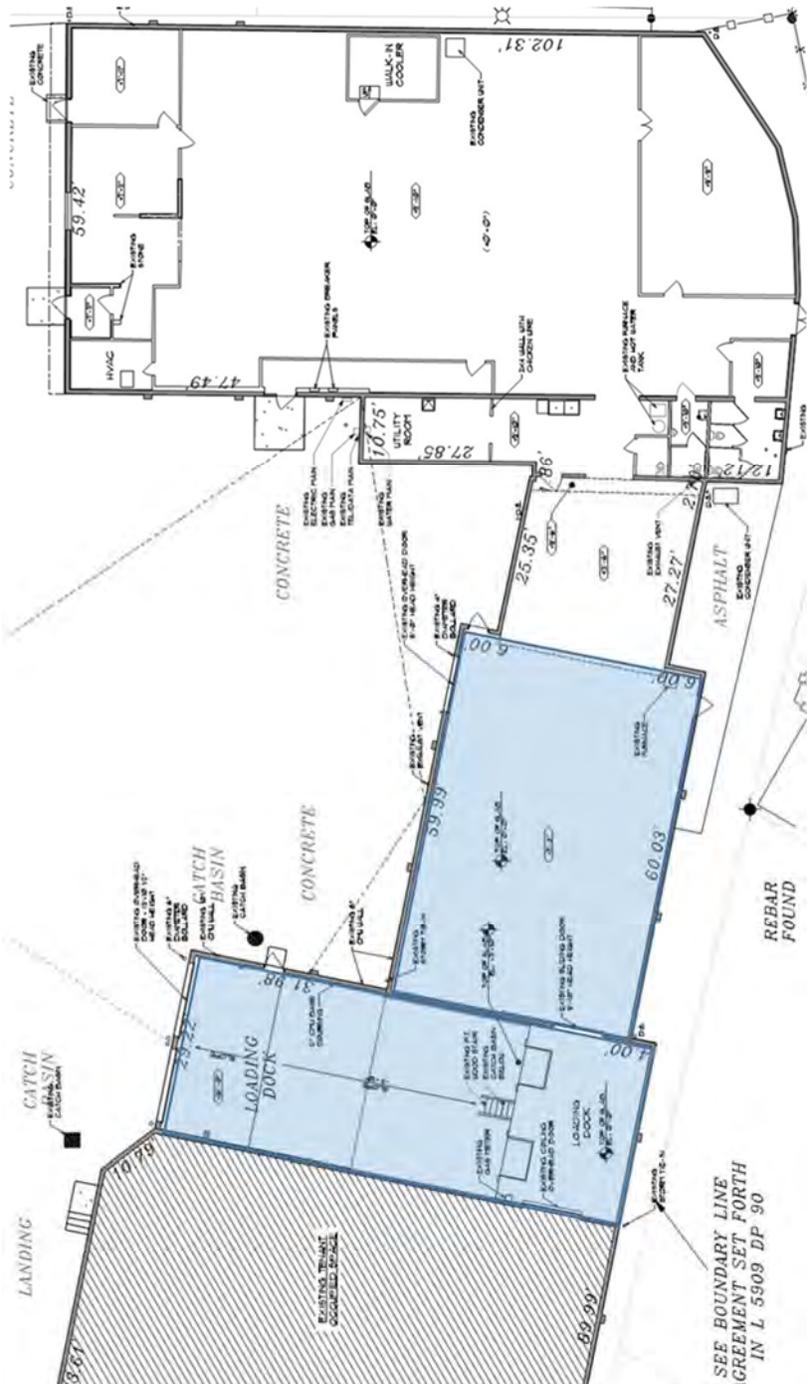
Attachment B  
The College at Brockport SUNY  
Start-UP NY Property Designation Maps and Floor Plans

Figure 6a: **Parcel SU-102-2-B-00010-000-A** – 85 Clinton St, The Village at Brockport, NY 14420 (4,425 sq. ft. partial building); 85 Clinton St. LLC (owner)



Attachment B  
 The College at Brockport SUNY  
 Start-UP NY Property Designation Maps and Floor Plans

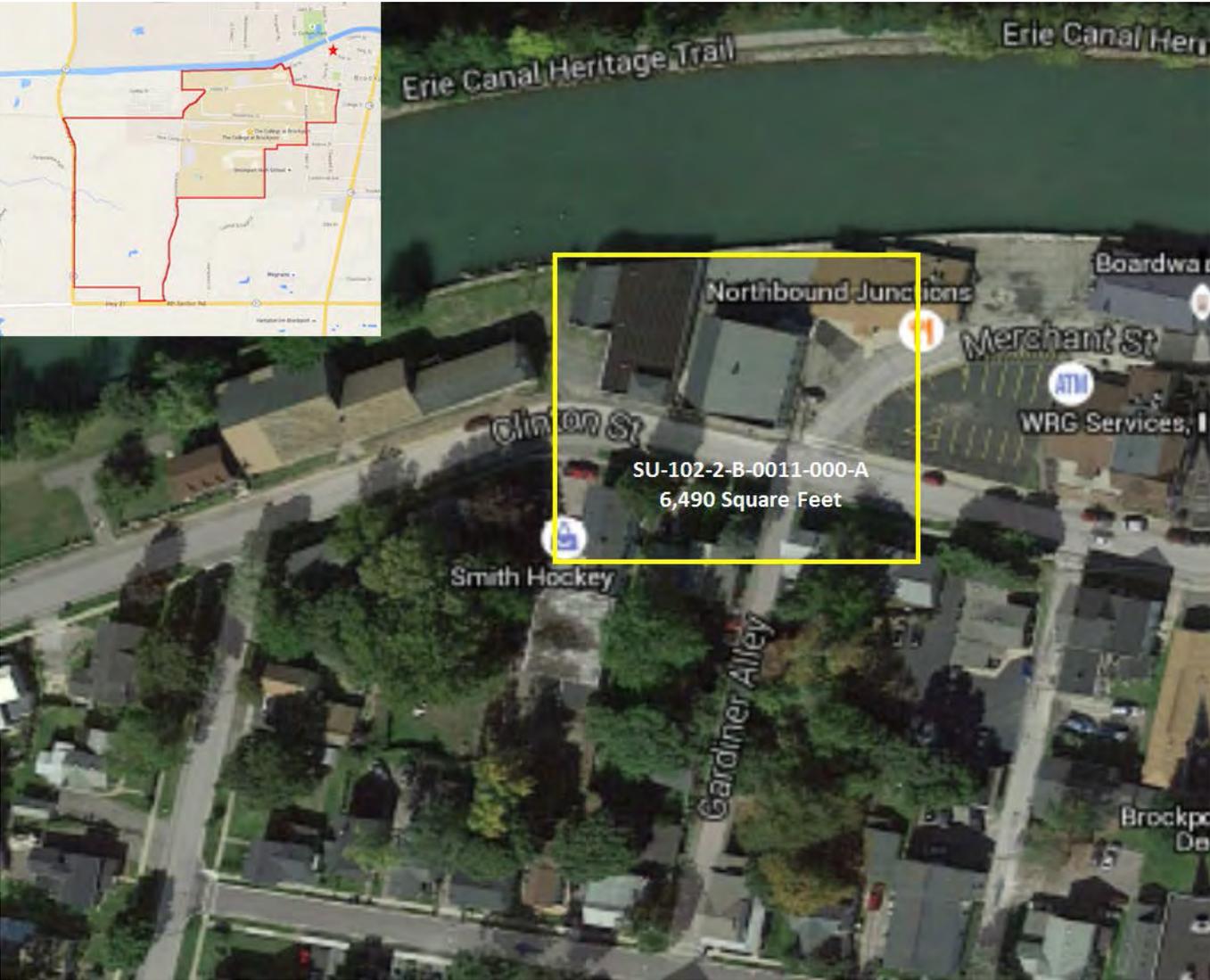
Figure 6b: Parcel SU-102-2-B-0010-000-A – 85 Clinton St, The Village at Brockport, NY 14420 (4,425 sq. ft. partial building); 85 Clinton St. LLC (owner)



Available for Start UP NY  
 (4,425 square feet)

Attachment B  
The College at Brockport SUNY  
Start-UP NY Property Designation Maps and Floor Plans

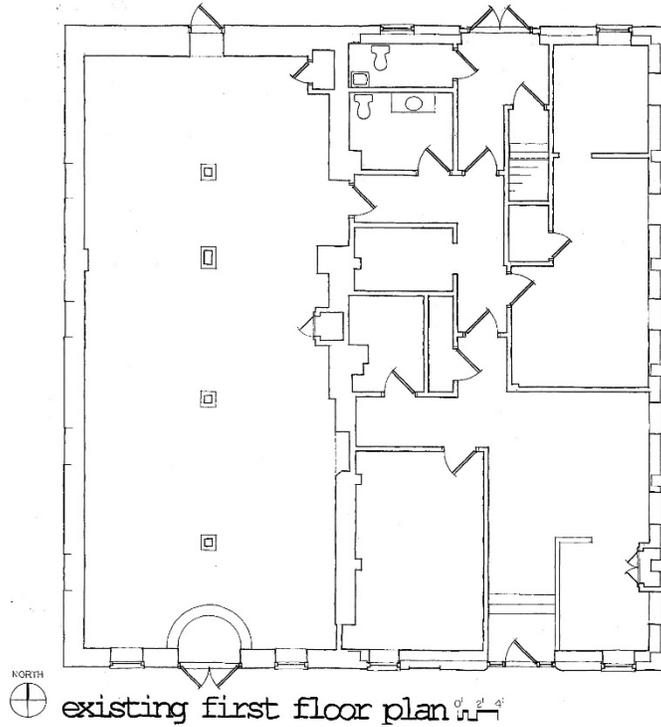
Figure 7a: Parcel SU-102-2-B-00011-000-A – 80 Clinton St., The Village at Brockport, NY 14420 (6,490 sq.ft., entire building); Vulcan Ventures, S corp (owner)



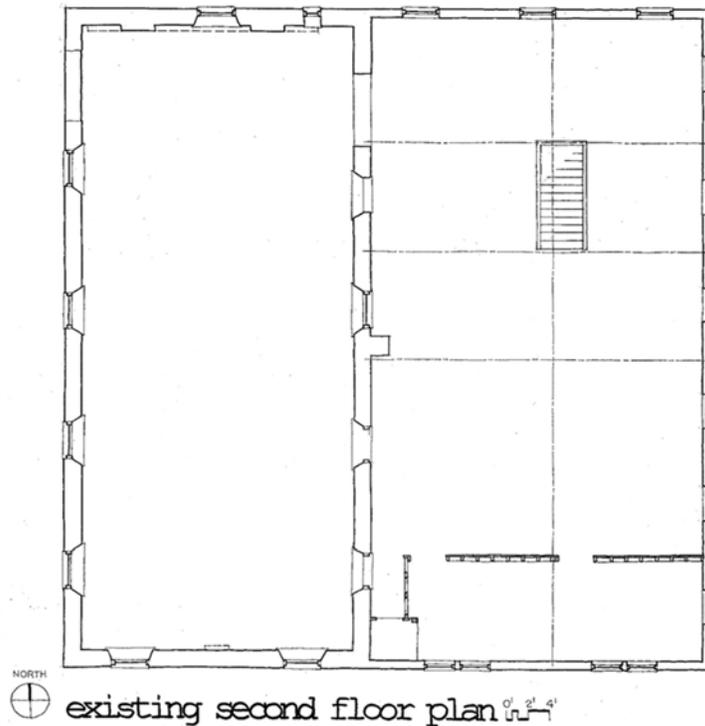
Attachment B  
The College at Brockport SUNY  
Start-UP NY Property Designation Maps and Floor Plans

**Figure 7b: Parcel SU-102-2-B-00011-000-A** – 80 Clinton St., The Village at Brockport, NY  
(6,490 sq.ft., entire building); Vulcan Ventures, S corp 14420 (owner)

(First Floor, (55'x59') 3,245 sq.ft.)



(Second Floor, (55'x59') 3,245 sq.ft.)



# 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.

Attachment C

The College at Brockport SUNY

Assorted Certifications: State University of New York's Policy on Conflict of Interest

 <p>Category: HR / Labor Relations Legal and Compliance</p> <p>Responsible Office: <a href="#">University Counsel</a></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.

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**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.

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### 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.

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### 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](#)

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### Procedures

There are no procedures relevant to this policy.

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### Forms

There are no forms relevant to this policy.

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### 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

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### **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.

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### **Appendices**

There are no appendices relevant to this policy.

 <p>Category:                  Academic Affairs                  Community Colleges                  Legal and Compliance                  Research</p> <p>Responsible Office:  <a href="#">Academic Affairs</a></p>	<p><b>Policy Title:</b>                  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 21<sup>st</sup> 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.

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## 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.

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## 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.

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## Procedures

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

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## 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](#)

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## 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](#)

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## 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.

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**Appendices**

There are no appendices relevant to this policy.

## **BROCKPORT FOUNDATION**

### **BOARD OF DIRECTORS CODE OF CONDUCT**

The Corporation was formed to increase the level of private support required to sustain the quality and competitiveness of the College's programs, strengthen alumni traditions and networks and build and sustain long-term relationships that enhance the reputation, visibility and support of The College at Brockport. Its main activities are to seek, secure and steward philanthropic support to advance The College at Brockport in its commitment to student success.

In order to effectively carry out its mission, the Corporation requires the members of its Board of Directors to conduct themselves and carry out their duties in good faith and with honesty, integrity, due diligence and reasonable competence. Board members agree to abide, in all respects, with this Code of Conduct and all other documents, rules and regulations that govern the Corporation including but not limited to the Corporation's Certificate of Incorporation and By-laws as well as all applicable federal, state and local laws and regulations.

Board members must act at all times in the best interests of the Corporation and not for personal or third-party gain or financial enrichment. When encountering potential conflicts of interest, Board members will comply with the Corporation's Conflict of Interest Policy. While the receipt of incidental personal or third-party benefit may necessarily flow from certain activities of the Corporation, such benefit must be merely incidental to the primary benefit to the Corporation and its purpose. The Corporation is exempt from taxation as a charitable organization under Internal Revenue Code Section 501(c)(3). To maintain this exemption, the Corporation cannot act for the benefit of a particular individual or entity. Such conduct, commonly referred to as "private inurement", is improper. Sanctions can include personal liability for Board members, senior officers, and the individual receiving the improper benefit. Additionally, the Corporation could lose its tax-exempt status.

Board members also agree:

- That they will use their best efforts to regularly participate in professional development activities and will perform their assigned duties in a professional and timely manner pursuant to the Board's direction and oversight.
- That they will provide goods or services to the Corporation as a paid vendor only after full disclosure to, and advance approval by, the Board, and pursuant to any related procedures adopted by the Board.
- That they will exercise proper authority and good judgment in their dealings with the Corporation's staff, suppliers and the general public.
- That they will not abuse their position by improperly using it or the Corporation's staff, services, equipment, resources, or property for their personal or third-party gain or pleasure and shall not represent to third parties that their authority as a Board member extends any further than that which it actually extends.

- That they will not engage in any outside business, professional or other activities that would materially adversely affect the Corporation.
- That they will not engage in or facilitate any discriminatory or harassing behavior directed toward the Corporation's staff, officers, directors, meeting attendees, exhibitors, advertisers, sponsors, suppliers, contractors or others in the context of activities relating to the Corporation.
- That they will not solicit or accept gifts, gratuities, free trips, honoraria, personal property or any other item of value from any person or entity as a direct or indirect inducement to provide special treatment to such donor with respect to matters pertaining to the Corporation.
- That they will not participate or intervene (including publication or distribution of statements) in any political campaign on behalf of or in opposition to any candidate for public office on behalf of the Corporation or when acting in their official Board capacity including using their affiliation with the Corporation in such a way as to suggest or imply that the Corporation supports a particular candidate or party.
- That they will not speak on behalf of the Corporation or its Board except as provided for in the external communication policy.
- That they will not, except as the Board of Directors may otherwise require or as otherwise required by law, share, copy, reproduce, transmit, divulge or otherwise disclose any confidential information related to the affairs of the Corporation.
- That they will not use any information provided by the Corporation or acquired as a consequence of the Director's service to the Corporation in any manner other than in furtherance of their Board duties.
- That they will not misuse the Corporation property or resources and will at all times keep the Corporation's property secure and not allow any person not authorized by the Board of Directors to have or use such property.
- That they will not persuade or attempt to persuade any employee of the Corporation to leave the employment of the Corporation or to become employed by any person or entity other than the Corporation. Furthermore, no member of the Board of Directors shall persuade or attempt to persuade any advertiser, sponsor, subscriber, supplier, contractor, or any other person or entity with an actual or potential relationship to or with the Corporation to terminate, curtail or not enter into its relationship to or with the Corporation, or to in any way reduce the monetary or other benefits to the Corporation of such relationship.

**BROCKPORT FOUNDATION**  
**CONFLICT OF INTEREST DISCLOSURE STATEMENT FOR**  
**BOARD MEMBERS AND OFFICERS**

Please complete and return this form to [            list name here            ] by \_\_\_\_\_, 200\_\_.

*The Conflicts of Interest Policy is expressed in the Corporate Bylaws, Article VIII a copy of which is provided herewith to refresh your understanding. The Definitions below draw primarily on the IRS rules that impose heavy penalties on persons whose conflicts garner excess benefits (and on the Foundation and on the other members and officers who have permitted it to happen). The government takes the existence of a conflicts policy and its enforcement, including by this Disclosure, very seriously, and so must we. Disclosure does not mean that the actual or potential conflict cannot co-exist with good stewardship and law, but it observes the responsibility of the Foundation to seek the facts and provide a proper process of deliberation and decision.*

***Definitions:***

***Conflict of Interest.*** *A conflict of interest arises when a Director or officer may benefit financially from a decision he or she could make in that capacity, including indirect benefits such as to a family member or to businesses with which the person or family member is closely associated. For this purpose, a conflict of interest does not include questions involving a person's competing or respective duties to the Foundation and to another organization or entity, such as by serving on the boards of both organizations, if they do not implicate a material financial interest of, or benefit to, such person.*

*A **Family member** whose interests will be attributed to the Director or officer includes his or her spouse, and every ancestor, brother or sister by whole or half blood, child, grandchild, great-grandchild, and the spouses of all of those except the ancestors.*

*Action:* Make yourself a "family tree" of all these people so you have a firm list to consider, asking in each case whether any of them might be affected financially by something the Foundation might do. If there is *potential* for that, you should disclose the facts on this form.

***Business interests.*** *Is there potential that a payment might be made by the Foundation to any of the following? A family member? An entity more than 10% owned directly or indirectly by you or family members (or more than 35% if owned jointly with other board members or officers)? An entity (other than a 501(c)(3) charity) of which you or a family member is an officer, director, trustee, key employee, partner or member with any ownership interest (or shareholder of a professional corporation). A trust of which you or a family member is a beneficiary?*

*Action:* Make yourself a list of the entities in which you and family members together have financial interests (significant vote or economic percentage except for partnerships and LLC's where any interest counts). Disclose any that could be implicated in a Foundation action.

***Disclosure:***

Having considered the above and your lists and facts, are you aware of any actual or potential action the Brockport Foundation might take which could benefit or harm you, your family members, or a business or trust interest of you or your family members?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

If yes, please list here or on additional sheets such relationships and the essential details of any actual or potential financial benefit or harm involving you or such family member(s), including specific information concerning the terms of any contract or transaction with the Foundation and whether the approval process set forth in Section 3 of the Bylaw policy was used.

I certify that I have read and understand the Foundation's Policy on Conflicts of Interest as detailed above, and that the foregoing information is true and complete to the best of my knowledge. I understand that I must report to the Secretary any further disclosable item that may arise hereafter.

\_\_\_\_\_  
Name (Print Clearly)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date