

## Final Checklist Before Submitting Application

### **Eligible Projects:**

- Ensure project is eligible for the Strategic Needs Capital Matching Program
  - √ Project is at a State-operated or statutory college
  - √ Project is for an academic facility or related to an academic purpose that would be eligible for financing under SUNY's Educational Facilities Capital Program
  - √ Project is eligible for capital financing
    - Project expenses are capital in nature, not operating expenses
    - Project is for an educational purpose
    - Project is at a State-owned facility or on State-owned land

### **Campus Matching Funds:**

- Ensure Campus Capital Matching Funds are eligible for the Strategic Needs Capital Matching Program
  - √ See list of eligible sources in the Request for Applications
  - √ Campus Matching Funds represent at least 1/3<sup>rd</sup> of the total project cost
  - √ At least 10% of total project costs funded with non-State sources if funds from another State entity are being used as the campus match
- Anticipated dates of when campus matching funds will be available are clearly identified
- Any restrictions on the use of the campus matching funds have been clearly noted in the application

### **Other Items:**

- Every Section of the Application is Complete
- Independent verification of project cost, if available, is attached to the application
- Documentation of availability of campus matching funds (e.g., grant award letter) is attached to the application
- Application is signed by an individual authorized to bind the College contractually
- Relevant questions in the Appendix of the Request for Applications have been clearly addressed in the project description