

**Application for Approval to Advance Real Property
Transactions For Community Colleges**

Section I: Basic Information (Required)

College Name:

Total current acreage of College
(all locations):

Address:

Section II: Type of Real Property Transaction (Required)

Community College

Regional Community
College

- A. Purchase of real property for over \$5M
(Complete Sections III, IV & VIII)
- B. Purchase of real property for \$5 million or less
(Complete Sections III, IV & VIII)
- C. Divestiture of real property (Complete Sections III, V & VIII)
- D. Utility, highway improvement, telecommunications or other easements (Complete Sections III, VI & VIII)
- E. Gift acceptance of real property (Complete Sections III, VII & VIII)
- F. All other real property transactions (Complete Section III & VIII)
Explanation of real property transaction:

Section III: Basic Information of Real Property Transaction (Required)

1. Purpose of real property transaction:

2. Acreage effected in real property transaction:

3. Approximate value of real property transaction:

SUNY Board approval is required for all real property transactions with the exception of regional real property of \$5 million or less, which can be approved by a designee of the Board.

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Section IV: Purchase of Real Property

6. Purchase price of real property:
7. Seller:
8. Appraised value of proposed property:
9. Name of appraiser(s):
10. Date of appraisal(s):
11. Proposed use after acquisition:

12. Source of funds:

Section V: Divestment of Real Property

13. Acreage proposed to divested:
- 14a. % of property proposed to be divested:
- 14b. Anticipated sale price:
15. Buyer:
16. Application of proceeds:

17. Use of real property prior to proposed divestment:

Section VI: Grant utility, highway improvement, telecommunications or other easements

- | | | | |
|---------------------------------|---------|---------------------|--------------------|
| 18. Type of proposed easement : | Utility | Highway Improvement | Telecommunications |
| | | Other | |
19. Grantee:
 20. Compensation (if any):

Section VII: Gift Acceptance of Real Property

21. Name of donor (if given):
22. Proposed use of property:

Reminder: Rules relating to real property can be found in section 603.5 of the program regulations. Terminology placing the property in trust for college purposes and deed amendment can be found in section 603.5(c).

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Section VIII: Authorization to Progress to the Contract Stage

Submitted by [College]

Name:

Title:

Date:

Signature: _____

Acknowledged by [SUNY counsel]:

Name:

Title:

Date:

Signature: _____

Approved by SUNY System Administration:

Name:

Title:

Date:

Signature: _____

Board Approval Required:

Yes

No

Date of Board Approval:

This document only approves the transaction in concept. If irregularities are discovered during transaction documentation process, the final transaction may not be approved.

Submit to: Rebecca Goldstein
Community College Capital Program Manager
Office for Capital Facilities
State University of New York
353 Broadway
Albany, NY 12246