

## **Questions/Responses for the Higher Education Capital (HECap) Matching Grant Program Request for Grant Applications #7627 (RGA)**

**Applicants are encouraged to review all questions and answers. Please note that the information provided is intended to provide general guidance with respect to the application process and the HECap program and should not be construed as final approval or disapproval of any particular project or project costs. Often, the determination as to eligibility is fact specific and is made on a case-by-case basis. Applicants are encouraged to provide a robust description of the project that will be funded by the HECap grant, as well as how the project is consistent with the HECap enabling legislation and the RGA.**

### **Key Dates:**

Eligible Project Dates	September 1, 2025 – September 1, 2030
Issuance of RGA	December 12, 2025
Deadline for RGA Questions	January 9, 2026
Post Responses to RGA Questions	February 6, 2026
DASNY Webinar	February 27, 2026
Application Due By	March 27, 2026
Awards Expected (not earlier than)	May 29, 2026

### **Application Materials**

1. Where can I find the HECap Application?

**RESPONSE: The HECap Application can be found on the DASNY website HECap page at <https://www.dasny.org/node/118627>**

**Please note the document is not a fillable PDF and will need to be printed out and filled in or converted to Microsoft Word Document to allow for the fields to be typed into.**

2. Do we need to provide documents demonstrating receipt of the matching funds at the time of application, or can these be produced later at the GDA stage?

**RESPONSE: As described in the RGA, Applicants must demonstrate the ability to provide the remainder of the funds necessary to complete the Project to receive a Grant Disbursement Agreement (GDA). The degree to which matching funds have been secured will be a factor in scoring.**

## **Eligible Projects**

3. Are high-fidelity simulation equipment and modern data feeds for technology allowable expenses within the HECap grant budget? (i.e., for example, the renovation of physical space, to include data feeds, to be done to house purchased simulation mannequins).
  
4. Is the purchase of software to support the functioning of the university (such as a student support system) considered an eligible expense, or does equipment have to be hardware?

**RESPONSE TO 3-4 ABOVE:** HECap Grants funds may only be used to pay for a capital work or purpose as defined in Section 67-a of the State Finance Law. Please note that cloud-based software would not be considered capital and therefore not reimbursable with the grant funds.

In addition, a Project would be eligible for funding if it meets the requirements set forth in the HECap legislation and the RGA. It is helpful to include a robust narrative to clearly describe the benefits of the proposed HECap Project and how it satisfies the criteria outlined in the RGA.

Applicants are advised to consult with their legal counsel to determine whether the project is eligible for funding under this competitive round and to discuss what documentation must be provided with the Application.

5. Our College is approved by the New York State Board of Regents. In 2016, ownership of the College's LLC was transferred to the College's Alumni Society, a not-for-profit entity, which holds 100% membership interest. In a letter dated October 14, 2025, the New York State Commissioner for Higher Education confirmed that, upon completion of this transaction, the College became a not-for-profit institution under the control of the LLC, with the Alumni Society as its sole member. Based on this structure, could you please advise whether an application to the HECap Grant Program should be submitted by: The Alumni Society (as the controlling not-for-profit entity), or The College itself (as a not-for-profit institution approved by the Commissioner)?

**RESPONSE:** Pursuant to the HECap Act, a College is defined as an independent not-for-profit institution of higher education, as defined in subdivision 2 of section 6401 of the education law. Applicants are encouraged to review the HECap Act and consult with their Counsel regarding applicant eligibility.

## **3:1 Match Requirement**

6. Can we demonstrate funds in excess of 3:1 match or must it be exact?

**RESPONSE:** Yes, the Institution may demonstrate funds more than the 3:1 match.

7. If we are using general operating funds toward the match, how are we expected to demonstrate that only a portion of those funds is earmarked for the HeCap project?
8. If we are using own source funds toward the match, do they have to be somehow clearly earmarked for the HeCap project, or can they be general operating funds?

**RESPONSE TO 7-8 ABOVE:** Own source funds consist of any funds provided by the College from its own financial resources, interest earnings free from any restrictions and cash from current operations which have been specifically dedicated to eligible HECap Projects by the College as evidenced by a Board resolution.

9. If capital funding is secured through a third-party grant maker, can it be counted toward the university's contribution?
10. Can we use DASNY bonds, tax-exempt funding as part of the matching university contribution? Stated differently: Are the DASNY-issued bonds eligible for the matching?

**RESPONSE TO 9-10 ABOVE:** Yes. Please refer to Section 4, page 6 of the RGA.

Documentation to support the committed financial resources must be included with the Application and may include, but is not limited to, any or all of the following:

- Bank account and investment account statements
- Donor pledges, agreements, and receipts
- Grant award letters, agreements, and contracts
- Loan agreements, commitment letters, terms and conditions
- Bond documents
- Personal service contracts
- Bills of sale and paid invoices evidencing payment by the College for an eligible cost
- If the College will be using institution funds for any part of the Non-State match, the most recent audited financials should be provided with the Application.

11. To clarify/confirm: The 3:1 match is 3 dollars paid by the applicant/awardee for every one dollar paid for through the HeCap funding mechanism. Is that correct?

**RESPONSE:** Please refer to Section 3, Page 5 of the Request for Grant Applications (RGA). Applicants should request a grant amount that is no more than 25% of the total project cost. If a \$120,000 is requested, the total project budget would have to be \$480,000 amount or more. Please note that the minimum grant award is \$50,000 for a project that must be a minimum of \$200,000 total to meet the 3:1 match requirement

## **Committed Financial Resources (Project Funding)**

12. What documentation is needed to demonstrate sufficient Completion Funds? Is it the same as the formats for Matching Funds? And is it for the entire project or a particular phase?
13. What documentation is needed to demonstrate adequate recurring funds to support facility operations and maintenance beyond stating that those funds will be built into our general operating budget for facilities?  
**RESPONSE TO 12-13 ABOVE:** Please refer to Section 4, page 6 of the RGA for examples of the documentation to support the committed financial resources.
14. The project for which we were awarded a Round 7 HECap grant has expanded and as such the project budget has increased by more than double. Given this, we would like to apply for Round 8 funding for an expanded version of the project to better accommodate the project's needs. Do we need to withdraw our application from Round 7 before we submit for Round 8 or can we wait until after Round 8 awards are announced?

**RESPONSE:** At this time, a College is only allowed to apply for one project to be funded using HECap grant funds. If the College would like to apply for a grant in this round, then they should withdraw the previous round's grant prior to sending in an application. Success in a previous round does not guarantee success in a subsequent round.

## **Review Process**

15. How does the HeCap board decide on geographic distribution of awards?
16. Which geographic regions are the most competitive?

**RESPONSE TO 15-16 ABOVE:** Please refer to Section 3, Page 5 of the RGA. The total number of Grants awarded will depend upon the amount of funds available; the number of Applications received at each Grant Funding Level; and the score awarded to each application based upon responsiveness to the criteria set forth in this RGA. Geographic location is not a scored category and is not taken into consideration unless awards for a certain funding level extend into the Base Pool.

17. If we have a current HeCap grant that has not closed out before we submit a new application, will that penalize us in the review process?

**RESPONSE:** The awarding of previous HECap grants has no bearing on eligibility or competitiveness for the current competitive round.

## **Project Timeline**

18. When must projects be completed by?

**RESPONSE:** The cover page of the RGA outlines the eligible project dates. The dates are also published on the first page of this document.

19. Is there a deadline for submitting the required documents for the GDA other than by the end of the grant period and is it preferred to send it all at one time or as the project proceeds?

**RESPONSE:** This is up to the College's discretion. The sooner the College begins to submit documentation then the earlier DASNY is able to begin our reviews. We ask that the College stay in contact with DASNY to communicate when paperwork should be expected.

## **Please refer to the link below for additional Frequently Asked Questions**

<https://www.dasny.org/HECapGrantProgram>

### **HECap Board Members:**

Mr. Michael Smingler  
Hon. Alicia Hyndman  
Hon. Toby Ann Stavisky

For questions or to be added to the mailing list please email [HECapRFPCoordinator@DASNY.org](mailto:HECapRFPCoordinator@DASNY.org).

