

The New York State Higher Education Capital Matching Grant Program (“HECap”) Board met by video conference on Thursday, July 14, 2022.

**CALL TO ORDER / ROLL CALL**

The Meeting was called to order by Robert F. Mujica, Chair at 3:15 p.m. and a quorum was declared present. Chair Mujica welcomed the Members, DASNY Staff, and Members of the Public to the Meeting.

Ms. Richards stated that the DASNY Board is authorized to meet and conduct business remotely due to the extension of the Executive Order which suspends various provisions of the Public Officers Law due to the ongoing COVID public health emergency. She stated that as a result, members of the public may meet and act without permitting in-person access to the meeting. Members of the public may view or listen to the proceedings in accordance with the posted notice. An audio and video recording of today’s meeting will be accessible from the DASNY website ([www.dasny.org](http://www.dasny.org)) within two days, and a transcript will be posted as soon as practicable under the circumstances. She noted that additional information is available on the DASNY website.

Ms. Richards called the roll. The Members and Staff present for the meeting were as follows:

**HECap Board Members Present:**

Robert F. Mujica, Chair  
Honorable Deborah J. Glick, Board Member  
Honorable Toby Ann Stavisky, Board Member

**DASNY Staff Present:**

Sara Richards, Esq., Managing Senior Director, Governance and Administration  
Karen Hunter, Director, Grants Administration  
Deanne DiPace, Senior Grant Administrator  
Sean Rosney, Grant Administrator  
Deborah K. Fasser, Director of Strategic Communications and Business Development  
Amanda Nazario, Confidential Legal Assistant

Several Members of the public were also present.

Mr. Mujica thanked DASNY Staff on behalf of the entire board for their hard work with the Board meetings and for working with the Grantees to manage the Grant program.

## **Election of the Chair of the Board and Adoption of Minutes of the March 12, 2021 Meeting**

Assemblymember Glick made a motion to elect Robert F. Mujica as Chair to the HECap Board. Senator Stavisky seconded the motion and the following entitled resolution was unanimously adopted:

### A RESOLUTION OF THE NEW YORK STATE HIGHER EDUCATION CAPITAL MATCHING GRANT PROGRAM BOARD ELECTING THE CHAIR

The Minutes of the March 12, 2021 Board Meeting were then reviewed and unanimously approved by the Members.

## **Program Update**

Mr. Mujica asked Ms. Richards to provide an update on the previously awarded HECap grants. Ms. Richards summarized that four rounds of grants have been awarded to Grantees selected through a competitive process. She informed the Members that for Round One, approximately \$35.5 million was awarded in 2016 and 21 Grantees have executed Grant Disbursement Agreements. Eight Grantees withdrew from the program. Ms. Richards reported that all eligible Round One projects have been paid in full.

With respect to Competitive Round Two, Ms. Richards stated that approximately \$67 million was awarded to 39 institutions in 2018. Of those, 20 projects have fully executed Grant Disbursement Agreements, 12 Grantees withdrew from the Program, and 7 are still in process. Ms. Richards reported that for Competitive Round Three, approximately \$21.2 million was awarded to 35 institutions in 2019. Currently there are eight executed Grant Disbursement Agreements, three Grantees have withdrawn from the Program, and 24 are in progress. Ms. Richards informed the Members that for Competitive Round Four, of the \$57.2 million that was awarded to 35 institutions on March 12, 2021, 3 Grantees have received an executed Grant Disbursement Agreement, 5 Grantees have withdrawn from the Program, and 27 grants are in progress.

Ms. Richards stated that the Board is now being asked to authorize the release of a Request for Grant Applications to solicit and award HECap Grants for the fifth Competitive Round. She further stated that up to \$65 million will be available for Round 5, which includes the \$45 million authorization from this year's budget, as well as the rollover amounts from the prior rounds. Ms. Richards informed the Members that the RFA for Round 5 is substantively similar to the prior rounds, but simplifies the application process and makes other conforming changes.

Ms. Richards updated the Board Members on process improvements that DASNY has implemented for the Grant programs it administers. She stated that the process improvements encompass technological, staffing, and structural changes that enable Grants to be processed more quickly. She stated that between 2017 and 2019, there were 17 Grant Disbursement Agreements executed for HECap projects. In comparison, between 2020 and 2022, 35 GDAs have been executed. Looking at all of the Grant Programs administered by DASNY, back in 2017, it took about 263 days for a grant to move through the DASNY review process and receive final State approval. In 2022, the number is down to an average of 58 days. She stated that the average number of days from the time DASNY receives final State approval to having a

fully executed Grant Disbursement Agreement has decreased from 82 days in 2017 to only 4 days in 2022. Ms. Richards explained that this is largely attributable to implementing an electronic signature process, instead of obtaining hard signatures. She noted that the process improvements experienced with other grant programs will carry over to the HECap program as well. Ms. Richards expressed her appreciation to the Board and stated that DASNY is looking forward to working with the Board to implement Round 5.

Assemblymember Glick asked for reasons as to why Grantees withdraw from the Program and whether the number of withdrawals from the Program has steadied over time. Ms. Richards responded that there are a variety of reasons; however, most recently the COVID pandemic has impacted the ability of the Grantees to complete the projects they had planned prior to the pandemic. Ms. Richards stated that historically, the prevailing wage requirement has been an impediment to the Grantees and they have opted to forgo the Grant in order to avoid paying prevailing wage on the entire project. She noted that DASNY has presented several webinars for the applicant pool to emphasize the statutory requirements, which has helped them to understand the legal requirements. Ms. Glick inquired whether the schools have indicated that they are unable to raise the 3:1 match, and Ms. Richards responded in the negative. She stated that the applicants all seem to be aware of the match requirement at the time of application.

Senator Stavisky asked whether the money awarded to the applicants who subsequently withdraw from the Program is available for other applicants. Ms. Richards responded that those funds are added to the appropriated funds and used for awards in subsequent rounds, so the money stays in the HECap program.

Chair Mujica asked if there were any other questions about the prior rounds of funding. He then inquired whether the Members have questions about the draft Request for Applications for Competitive Round 5. In response to a question from Senator Stavisky, Ms. Richards confirmed that there are no major substantive changes from the prior RFA.

Assemblymember Glick moved the adoption of the following entitled Resolution:

A RESOLUTION OF THE NEW YORK STATE HIGHER EDUCATION CAPITAL MATCHING (HECap) GRANT PROGRAM BOARD APPROVING THE HECap REQUEST FOR GRANT APPLICATIONS FOR COMPETITIVE ROUND 5

Senator Stavisky seconded the motion, and the Resolution was unanimously adopted.

Mr. Mujica thanked the Board Members and DASNY for their work on this program.

Assemblymember Glick moved to adjourn the meeting, Senator Stavisky seconded the motion, and the Meeting was adjourned at approximately 3:25 p.m.

Respectfully submitted,

Sara Richards  
Assistant Secretary