



# STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

P. O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050

TEL. NEW BRITAIN: 203-~~254-1607~~ ~~THE HARTFORD XXX 203-366-7873~~  
827-7700

## RESOLUTION

concerning

RE-CERTIFICATION OF RECIPIENTS UNDER THE  
FEDERAL SURPLUS PROPERTY PROGRAM

March 10, 1978

WHEREAS, Public Law 94-519 changed the Federal Property and Administrative Services Act of 1949 by transferring the responsibility for the administration of the Surplus Property Program from the Department of Health, Education, and Welfare to the General Services Administration, and

WHEREAS, The transfer of responsibility necessitates the re-certification of the eligibility of all recipients who had previously taken part in the program, and

WHEREAS, The Connecticut State Colleges have availed themselves of the benefits of this program in the past and desire to continue to do so, be it

RESOLVED, That the Executive Director and the Presidents of the State Colleges are authorized to submit to the Connecticut agency for surplus property lists of names of those persons whom they wish to designate to obligate the funds of their respective units and to obtain the transfer of property from said agency, property upon and subject to the terms and conditions set forth in the application, certification and agreement form and the State agency immediately and to be binding to the appropriate colleges under the authorization of this resolution:

The above is a true and correct copy of a resolution adopted by the vote of a majority of the members of the Board of Trustees for State Colleges who were in attendance at a meeting of said Board on March 10, 1978, a quorum being present.

A Certified True Copy:

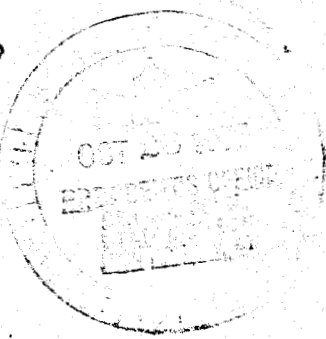
James A. Frost  
Executive Director

Witness Elizabeth A. Higgins  
(Name)

Associate for Board Affairs  
(Title)



STATE OF CONNECTICUT  
 DEPARTMENT OF FINANCE AND CONTROL  
 PURCHASING DIVISION TEL 529-8686  
 FEDERAL SURPLUS PROPERTY SECTION  
 P.O. Box 298 60 STATE ST., WETHERSFIELD, CONN. 06109



*Mr. P. K. Hill*

To: Non-Profit and Public Health Activities

Attention: Administrative Officer

With the implementation of Public Law 94-519, enacted by the Congress of The United States, there are several changes in the Federal Property and Administrative Services Act of 1949. The Department of Health, Education and Welfare is no longer responsible for the administration of the Surplus Property Program. This function has been transferred to and consolidated in the General Services Administration.

This transfer now necessitates the re-certification of the eligibility of all recipients who had previously taken part in this program under the Department of Health, Education and Welfare. You will find the necessary forms enclosed. Please return these forms prior to November 15, 1977.

Surplus Personal Property may be donated to non-profit educational and public health activities exempt from taxation under Section 501 of the Internal Revenue Code of 1954. The property must be used to aid education or public health either directly or through research. Non-profit educational and public health activities may include medical institutions, hospitals, clinics, and health centers; schools, colleges, and universities; child-care centers, educational radio and television stations, museums and libraries.

For further information contact the State Agency for Surplus Property at P. O. Box 298, Wethersfield, Connecticut, 06109, telephone 529-8686.

Sincerely,

Walter J. Golec  
Director

WJG/dg

Enclosures

APPLICATION OF ELIGIBILITY  
NON-PROFIT/TAX EXEMPT AGENCY

LEGAL NAME OF APPLICANT AGENCY \_\_\_\_\_  
ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
TELEPHONE NUMBER \_\_\_\_\_

1. TYPE OF AGENCY OR INSTITUTION

- ( ) HEALTH
  - a) Medical Institution
  - b) Hospital
  - c) Health Center
  - d) Clinic
- ( ) EDUCATION
  - a) School
  - b) College/University
  - c) School System
  - d) Museums
  - e) Libraries

SEE ATTACHED DEFINITIONS FOR ABOVE.

2. ATTACH EVIDENCE OF

- a) APPROVAL
- b) ACCREDITATION
- c) LICENSING

3. HAS THE AGENCY OR INSTITUTION BEEN DETERMINED NON-PROFIT AND TAX EXEMPT BY THE UNITED STATES INTERNAL REVENUE SERVICE UNDER SECTION 501 OF THE INTERNAL REVENUE CODE OF 1954.

YES \_\_\_\_\_ NO \_\_\_\_\_ APPLICATION PENDING \_\_\_\_\_

4. HOW IS AGENCY OR INSTITUTION FUNDED.

- ( ) TAX SUPPORTED
- ( ) GRANTS OR CONTRIBUTIONS
- ( ) OTHER . . . EXPLAIN \_\_\_\_\_

5. ARE SERVICES AVAILABLE TO PUBLIC AT LARGE?

- ( ) YES
- ( ) NO
- ( ) OTHER . . . EXPLAIN \_\_\_\_\_

6. SUBMIT NARRATIVE WHICH DESCRIBES THE PROGRAM, SERVICES OFFERED, STAFFING OF INSTITUTION OR AGENCY AND THE AVERAGE NUMBER OF INDIVIDUALS SERVED.

7. SIGNED \_\_\_\_\_  
TITLE \_\_\_\_\_  
DATE \_\_\_\_\_

APPLICATION OF ELIGIBILITY  
NON-PROFIT/TAX EXEMPT AGENCY

FOR STATE AGENCY USE

1. EVIDENCE OF NON-PROFIT/TAX EXEMPT  
 YES                       NO
  
2. EVIDENCE OF APPROVAL, ACCREDITATION OR LICENSING  
 YES                       NO
  
3. CIVIL RIGHTS ASSURANCE FORM COMPLETED  
 YES                       NO
  
4. CERTIFICATION AND AGREEMENTS FORM COMPLETED  
 YES                       NO
  
5. NARRATIVE PROVIDED  
 YES                       NO
  
6. DATE APPROVED \_\_\_\_\_  
DATE DISAPPROVED \_\_\_\_\_  
DIRECTOR \_\_\_\_\_

RESOLUTION OF GOVERNING BOARD  
AUTHORIZED DONEE REPRESENTATIVES

RESOLVED THAT THE PERSON(S) LISTED BELOW SHALL BE AND HEREBY AUTHORIZED AS REPRESENTATIVES(S) OF

\_\_\_\_\_  
(Legal name of Agency or Institution)

\_\_\_\_\_  
(Address)

TO OBLIGATE ITS FUNDS AND OBTAIN THE TRANSFER TO IT FROM THE CONNECTICUT AGENCY FOR SURPLUS PROPERTY, PROPERTY UPON AND SUBJECT TO THE TERMS AND CONDITIONS SET FORTH IN THE APPLICATION, CERTIFICATION AND AGREEMENT FORM AND THE STATE AGENCY ISSUE DOCUMENT.

ANY ADDITIONS OR DELETIONS TO THE LIST BELOW SHALL BE FORWARDED TO THE STATE AGENCY IMMEDIATELY AND BE BINDING TO SAID INSTITUTION OR AGENCY UNDER THE AUTHORITY OF THIS RESOLUTION.

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

THE ABOVE IS A TRUE AND CORRECT COPY OF A RESOLUTION ADOPTED BY A MAJORITY OF THE GOVERNING BOARD MEMBERS PRESENT AT A MEETING OF SAID BOARD, CALLED ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 19\_\_\_\_, AT WHICH A QUORUM WAS PRESENT.

SIGNATURE CHIEF ADMINISTRATIVE OFFICER \_\_\_\_\_

TITLE \_\_\_\_\_

WITNESS \_\_\_\_\_  
Name Title

CERTIFICATIONS AND AGREEMENTS (INCLUDING  
TERMS, CONDITIONS, RESERVATIONS AND  
RESTRICTIONS) TO BE INCLUDED ON THE STATE  
AGENCY ISSUE OR DISTRIBUTION DOCUMENT

(a) THE DONEE CERTIFIES THAT:

(1) It is a public agency; or a nonprofit educational or public health institution or organization, exempt from taxation under Section 501 of the Internal Revenue Code of 1954; within the meaning of Section 203(j) of the Federal Property and Administrative Services Act of 1949, as amended, and the regulations of the Administrator of General Services.

(2) If a public agency, the property is needed and will be used by the recipient for carrying out or promoting for the residents of a given political area one or more public purposes, or, if a nonprofit tax-exempt institution or organization, the property is needed for and will be used by the recipient for educational or public health purposes, and including research for such purpose. The property is not being acquired for any other use or purpose, or for sale or other distribution; or for permanent use outside the State, except with prior approval of the State agency.

(3) Funds are available to pay all costs and charges incident to donation.

(4) This transaction shall be subject to the nondiscrimination regulations governing the donation of surplus personal property issued under Title VI of the Civil Rights Act of 1964, Title VI Section 606 of the Federal Property and Administrative Services Act of 1949, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended.

(b) THE DONEE AGREES TO THE FOLLOWING FEDERAL CONDITIONS:

(1) All items of property shall be placed in use for the purpose(s) for which acquired within one year of receipt and shall be continued in use for such purpose(s) for one year from the date the property was placed in use.

In the event the property is not so placed in use, or continued in use, the donee shall immediately notify the State agency, and at the donee's expense, return such property to the State agency, or otherwise make the property available for transfer or other disposal by the State agency, provided the property is still usable as determined by the State agency.

(2) Such special handling or use limitations as are imposed by General Services Administration (GSA) on any item(s) of property listed hereon.

(3) In the event the property is not so used or handled as required by (b) (1) and (2), title and right to the possession of such property shall at the option of GSA revert to the United States of America and upon demand the donee shall release such property to such person as GSA or its designee shall direct.

(c) THE DONEE AGREES TO THE FOLLOWING CONDITIONS IMPOSED BY THE STATE AGENCY, APPLICABLE TO ITEMS WITH A UNIT ACQUISITION COST OF \$3,000 OR MORE AND PASSENGER MOTOR VEHICLES, REGARDLESS OF ACQUISITION COST, EXCEPT VESSELS 50 FEET OR MORE IN LENGTH AND AIRCRAFT:

(1) The property shall be used only for the purpose(s) for which acquired and for no other purpose(s).

(2) There shall be a period of restriction which will expire after such property has been used for the purpose(s) for which acquired for a period of 18 months from the date the property is placed in use, except for such items of major equipment, listed hereon, on which the State agency designates a further period of restriction.

(3) In the event the property is not so used as required by (c) (1) and (2) and Federal restrictions (b) (1) and (2) have expired then title and right to the possession of such property shall at the option of the State agency revert to the State of Connecticut and the donee shall release such property to such person as the State agency shall direct.

(d) THE DONEE AGREES TO THE FOLLOWING TERMS, RESERVATIONS AND RESTRICTIONS:

(1) From the date it receives the property listed hereon and through the period(s) of time the conditions imposed by (b) and (c) above remain in effect, the donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property, or remove it permanently, for use outside the State, without the prior approval of GSA under (b) or the State agency under (c). The proceeds from any sale, trade, lease, loan, bailment, encumbrance or other disposal of the property, when such action is authorized by GSA or by the State agency, shall be remitted promptly by the donee to GSA or the State agency, as the case may be.

(2) In the event any of the property listed hereon is sold, traded, leased, loaned, bailed, cannibalized, encumbered, or otherwise disposed of by the donee from the date it receives the property through the period(s) of time the conditions imposed by (b) and (c) remain in effect, without the prior approval of GSA or the State agency, the donee, at the option of GSA or the State agency shall pay to GSA or the State agency, as the case may be, the proceeds of the disposal or the fair market value or the fair rental value of the property at the time of such disposal, as determined by GSA or the State agency.

(3) If at any time, from the date it receives the property through the period(s) of time the conditions imposed by (b) and (c) remain in effect, any of the property listed hereon is no longer suitable, usable, or further needed by the donee for the purpose(s) for which acquired, the donee shall promptly notify the State agency, and shall, as directed by the State agency, return the property to the State agency, release the property to another donee or another State agency, a department or agency of the United States, sell or



otherwise dispose of the property. The proceeds from any sale shall be remitted promptly by the donee to the State agency.

(4) The donee shall make reports to the State agency on the use, condition, and location of the property listed hereon, and on other pertinent matters as may be required from time to time by the State agency.

(5) At the option of the State agency, the donee may abrogate the conditions set forth in (c) and the terms, reservations and restrictions pertinent thereto in (d) by payment of an amount as determined by the State agency.

(e) THE DONEE AGREES TO THE FOLLOWING CONDITIONS, APPLICABLE TO ALL ITEMS OF PROPERTY LISTED HEREON:

(1) The property acquired by the donee is on an "as is," "where is" basis, without warranty of any kind.

(2) Where a donee carries insurance against damages to or loss of property due to fire or other hazards and where loss of or damage to donated property with unexpired terms, conditions, reservations or restrictions, occurs, the State agency will be entitled to reimbursement from the donee out of the insurance proceeds, of an amount equal to the unamortized portion of the fair value of the damaged or destroyed donated items.

(f) TERMS AND CONDITIONS APPLICABLE TO THE DONATION OF AIRCRAFT AND VESSELS (50 FEET OR MORE IN LENGTH) HAVING AN ACQUISITION COST OF \$3,000 OR MORE, REGARDLESS OF THE PURPOSE FOR WHICH ACQUIRED:

The donation shall be subject to the terms, conditions, reservations and restrictions set forth in the Conditional Transfer Document executed by the authorized donee representative.

(g) THE DONEE AGREES TO THE FOLLOWING TERMS AND CONDITIONS IMPOSED BY THE STATE AGENCY APPLICABLE TO ITEMS WITH A UNIT ACQUISITION COST OF UNDER \$3,000:

- 1) All passenger motor vehicles-18 months from the date the property is PLACED IN USE.
- 2) Items with a unit acquisition cost of \$3,000.00 or more-18 months from date property is PLACED IN USE.
- 3) All material regardless of acquisition cost must be placed in use within 12 months of receipt.

Dated \_\_\_\_\_

\_\_\_\_\_ Donee

BY \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Donee mailing address

Civil Rights Assurance

Assurance to be executed by authorized representative of donee activity prior to receiving donations of surplus personal property from the State Surplus Property Agency on and after October 17, 1977.

Assurance of Compliance with GSA Regulations under Title VI of the Civil Rights Act of 1964, Section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended.

\_\_\_\_\_, hereinafter called the "donee", hereby  
(Name of donee)  
agrees that the program for or in connection with which any property is donated to the donee will be conducted in compliance with, and the donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the donee is authorized to provide services or benefits under said program to comply with, all requirements imposed by or pursuant to the regulations of the General Services Administration (41 CFR 101-6.2) issued under the provisions of Title VI of the Civil Rights Act of 1964, Section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended to the end that no person in the United States shall on the ground of race, color, national origin, or sex, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the donee received Federal assistance from the General Services Administration; and Hereby Gives Assurance That it will immediately take any measures necessary to effectuate this agreement.

The donee further agrees that this agreement shall be subject in all respects to the provisions of said regulations; that this agreement shall obligate the donee for the period during which it retains ownership or possession of any such property: that the United States shall have the right to seek judicial enforcement of this agreement; and, this agreement shall be binding upon any successor in interest of the donee and the word "donee" as used herein includes any such successor in interest.

Dated \_\_\_\_\_

\_\_\_\_\_ Donee

BY

\_\_\_\_\_

\_\_\_\_\_  
(President/Chairman of the Board  
or comparable authorized official)

\_\_\_\_\_

\_\_\_\_\_ Donee mailing address

# Interdepartment Message

SAVE TIME: *Handwritten messages are acceptable.*  
 Use carbon if you really need a copy. If typewritten, ignore faint lines.

STO-201 REV. 3/74 STATE OF CONNECTICUT  
 (Stock No. 6938-051-01)

<b>To</b>	NAME Frederick W. Rossomando	TITLE Executive Officer for Finance & Management	DATE November 10, 1977
	AGENCY Board of Trustees	ADDRESS	
<b>From</b>	NAME A. J. Fernandes	TITLE Director of Fiscal Affairs	TELEPHONE 7521
	AGENCY	ADDRESS	

SUBJECT  
 Surplus Property Resolution

We have received a memorandum, undated, from the Federal Surplus Property Section in the Purchasing Division of the Department of Finance and Control. A copy of this memorandum is enclosed.

One of the requirements of this notification is that agencies wishing to avail themselves of federal surplus property must present a resolution from the Board of Trustees authorizing agencies to obligate funds and obtain transfers of property.

We avail ourselves of the services of the Federal Surplus Property Section and we desire to continue this arrangement. We are, therefore, requesting that a Board resolution authorizing CCSC to continue to be provided. A copy of a ~~proposed resolution~~ indicating the representatives, who will obligate the funds to obtain surplus property, is enclosed.

*A. J. Fernandes*  
 A. J. Fernandes  
 Director of Fiscal Affairs

AJF/cmc  
 Enclosures  
 cc: Vice President J. Pikiell

**RECEIVED**  
 NOV 14 1977 *11/16/77*  
 BOARD OF TRUSTEES  
 FOR THE STATE COLLEGES

Budget

RESOLUTION OF GOVERNING BOARD  
AUTHORIZED DONEE REPRESENTATIVES

RESOLVED THAT THE PERSON(S) LISTED BELOW SHALL BE AND HEREBY AUTHORIZED AS REPRESENTATIVES(S) OF

Central Connecticut State College  
(Legal name of Agency or Institution)

New Britain, Ct.  
(Address)

TO OBLIGATE ITS FUNDS AND OBTAIN THE TRANSFER TO IT FROM THE CONNECTICUT AGENCY FOR SURPLUS PROPERTY, PROPERTY UPON AND SUBJECT TO THE TERMS AND CONDITIONS SET FORTH IN THE APPLICATION, CERTIFICATION AND AGREEMENT FORM AND THE STATE AGENCY ISSUE DOCUMENT.

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C. Biedinger - Supt. of Maintenance

Name Title

Name Title

W. Liedtke, Ass't. Supt. of Maint.

Name Title

Name Title

R. Lepore - Property Control Officer

Name Title

Name Title

R. LaRosa - Material Storekeeper

Name Title

Name Title

THE ABOVE IS A TRUE AND CORRECT COPY OF A RESOLUTION ADOPTED BY A MAJORITY OF THE GOVERNING BOARD MEMBERS PRESENT AT A MEETING OF SAID BOARD, CALLED ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 19 \_\_, AT WHICH A QUORUM WAS PRESENT.

SIGNATURE CHIEF ADMINISTRATIVE OFFICER \_\_\_\_\_

TITLE \_\_\_\_\_

WITNESS \_\_\_\_\_

Name

Title