

---

# History of UNSAAC



Syracuse University's explosive growth in the 1970s and early 1980s brought about great changes in the residential neighborhood immediately southeast of the campus. Residents lobbied for better control of the situation and in 1989, neighbors, City of Syracuse officials, and Syracuse University representatives held a year-long discussion on how best to address the neighbors' issues. Out of these meetings came new legislation (City Ordinances 553 and 554) which established the procedure for the receipt of annual payments from the University to the City of Syracuse and how the neighbors could designate how the funds should be allocated. In 1993, the City of Syracuse and the University

entered into a 20-year agreement whereby the University pays the City a service fee. The City Service Agreement was established to address the special impact the University has on the neighborhood, and vice versa, by enhancing governmental services and maintaining the health, safety, and welfare of the University neighborhood, such as police and fire protection, code enforcement, neighborhood organizational support, and park and public area improvements.

---

## General Information and Guidelines



The ordinance that created the eight-member University Neighborhood Service Agreement Advisory Committee (UNSAAC), granted the committee the authority to solicit proposals from organizations that have identified a specific response to an issue or issues attributable to being in close proximity to the University. These organizations must be 501c organizations or have a 501c fiscal sponsor to receive UNSAAC funding. The committee is comprised of representatives from four neighborhood groups, City Administration, two Common Councilors, and Syracuse University. The UNSAAC's role is to review proposals and make funding recommendations to the Mayor and the Common

Council. The proposals must address a specific issue related to the proximity of the University and the program/project must be outcome-based and measurable. UNSAAC is comprised of volunteers and has no granting powers. In any given fiscal year (July 1 through June 30), the UNSAAC budget recommendations may be voted in full, voted in part, or voted down by the Syracuse Common Council. If a budget is voted down, those funds are not disbursed to the neighborhood and are retained in the City's general fund and spent as the City deems appropriate.

---

## Where to get an Application

Syracuse Department of Neighborhood and Business Development  
312 City Hall, 233 E. Washington Street, Syracuse, New York, (315) 448-8100  
City of Syracuse website: [www.syracuse.ny.us](http://www.syracuse.ny.us) (download an application in fillable PDF format)

---

## Application Process & Timeline

Grant applications are distributed in September of each year by the UNSAAC. Public notice is given of an open meeting where applications, copies of the legislation, and this brochure can be obtained. Grant applications will be accepted according to the timetable printed on the front of the application. Applications that are late, incomplete, or that cannot be measured will not be accepted. The schedule for review is as follows:

- **September 22, 2011:** application released
- **November 3, 2011:** applications due
- **Mid-to-late November:** application review
- **Late November-early December:** applicant interviews
- **December 12, 2011:** public announcement of recommendations
- **January 12, 2012:** final recommendations to Budget Office
- **January through April 2012:** budget review by City
- **Early May 2012:** budget vote
- **June/July 2012:** Common Council passes ordinance appropriating funds and authorizes City to enter into contracts with funded agencies
- **July/August 2012:** Contracts issued, funds become available to agencies

---

## Funding and Reporting

Those groups recommended for funding are allowed, once the City's budget has been passed, to proceed with their projects exactly as outlined in their application. This granting process is unique in that funds for projects are REIMBURSED after the project is completed—i.e., funds are not automatically disbursed as the budget is passed. Quarterly and final reports of project progress must be submitted to City Administration to assure project is being completed as outlined in the application. This also facilitates possible funding for subsequent years. More details on reporting and disbursement procedures will be made available to those organizations recommended for funding.

**UNSAAC Affiliated  
Organizations**



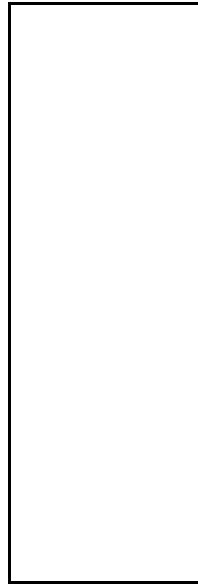
A non-profit community organization  
P.O. Box 6917, Syracuse NY 13217  
www.WENAnation.org  
email: wenanation@gmail.com



**UNPA**

UNIVERSITY NEIGHBORHOOD PRESERVATION ASSOCIATION

UNSAAC  
City of Syracuse  
Dept. of Neighborhood & Business Development  
312 City Hall  
Syracuse, New York 13202



**University  
Neighborhood  
Service  
Agreement  
Advisory  
Committee**



Granting Requirements and  
Application Process

Rev. 9/2011