

**NEW YORK STATE ENERGY RESEARCH AND DEVELOPMENT AUTHORITY**  
**Subject Matter List of Records**  
as of March 2021

General Administration, including personnel, payroll, fiscal and budget, Authority policies and procedures, general correspondence, invoices, equipment purchasing and disposal and travel reimbursement

Authority Board materials, including notices of meetings, agendas and minutes

Program Management Development Committee and Management Review Committee documents

Solicitations

Proposals

Proposal Evaluation

Award Letters

Contracts and purchase orders

Project Management

Reports and Studies

Program Fact Sheets

Bond Financing Documents

NYSERDA real property and offices, including deeds, leases, rent paid and received, property development and management

Memoranda of Understanding

Statutes, regulations and administrative orders

Petitions and comments submitted to the Public Service Commission

Program Operating Plans

Strategic and Program Planning

Program reporting and evaluation

State Energy Planning Board materials, including notices of meetings, agendas and minutes

Public Service Law Article 10 materials

State Energy Plan materials, including modeling, contractor reports, and draft and final State Energy Plans

West Valley Site Management documents, including site history, licensing and permit compliance, site maintenance, West Valley Demonstration Project-related documents

Saratoga Technology + Energy Park materials, including site history, CERCLA documents, and site development materials

Information Technology documents, including hardware and software inventories and Information Technology Governance Committee documents

Press releases

Speeches

Testimony

Event calendar and event planning

Marketing materials, ad placement, case studies, brochures