CFI JELF Assessment Criteria

4. Institutional Commitment & Sustainability

Criterion standard: The infrastructure is optimally used and sustainable through tangible and appropriate commitments over its useful life.

- Present a management plan that addresses the optimal use (e.g. user access and level of use), and the operation and maintenance (O&M) of the infrastructure.

- Provide detailed information on O&M costs and revenue sources, including institutional commitment. Refer to the Financial resources for operation and maintenance tables.
Institutional Commitment and Sustainability

How do you plan to keep the CFI-funded infrastructure operable, maintained, and used to full capacity for its useful life?

- Infrastructure management plan - optimal use and operation and maintenance (O&M) of the infrastructure

- Costs related to O&M and revenue sources
  - Should be consistent with O&M budget on CAMS

- Institutional commitment to the research/project
Institutional Commitment and Sustainability

• Infrastructure management plan:
  • How will research data be managed?
  • Will other users be permitted to access the infrastructure?
  • Will users require training for using the infrastructure?
  • Will users be required to pay fees? What is the user fee structure?
Institutional Commitment and Sustainability

• Things to consider when thinking about O&M costs:
  • Who will be responsible for O&M of the infrastructure?
  • Extended warranties - new or adding years?
  • Unanticipated maintenance/repairs?
  • Supplies/consumables? *Not for research*
  • Installation in core facility?
  • How to ensure full usage of infrastructure?
  • Useful life of infrastructure - how to support beyond 5 years?

• For more information, consult the RSO O&M budget reference guide
Institutional Commitment and Sustainability

• Infrastructure Operating Funds (IOF)
  
  • At UofA, individual CFI projects may apply for an IOF allocation up to 25% of their CFI award amount
  
  • IOF can be used to cover O&M costs - see CFI Policy and program guide (Section 4.7) for eligible costs
  
  • IOF may not be enough to cover all O&M costs - other source(s) of revenue will be needed (operating funds, user fees, etc.)
**O&M budget: CAMS**

**Model budget:**
- CFI ask = $380,000
- IOF = $95,000

### Operation and maintenance budget summary

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
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<td>Services</td>
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<td><strong>$21,200</strong></td>
<td><strong>$16,200</strong></td>
<td><strong>$36,200</strong></td>
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### Funding sources

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</tr>
</tbody>
</table>

Annual totals must be equal: Total = $116,000

Includes IOF
Institutional Commitment and Sustainability

• Consult your Faculty/Department as proposal is developed

  • Chair and Associate/Vice Dean (Research) can provide valuable “big picture” information as the proposal is developed

• Faculty/Department must formally approve the Sustainability commitments outlined in the proposal prior to submission