



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.)



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

O&M budget: CAMS

Operation and maintenance budget summary					
	Year 1	Year 2	Year 3	Year 4	Year 5
Personnel	20000	20000	20000	15000	15000
Supplies	1200	1200	1200	1200	1200
Maintenance and repairs					
Services					
Other (specify)					
Extended warranty (yr 5)					20000
30 characters					
Total	\$21,200	\$21,200	\$21,200	\$16,200	\$36,200
Funding sources					
	Year 1	Year 2	Year 3	Year 4	Year 5
Institutional contributions	21200	19200	18200	12700	32700
Other organizations					
User fees		2000	3000	3500	3500
Other (specify)					
30 characters					
Total	\$21,200	\$21,200	\$21,200	\$16,200	\$36,200

Includes IOF

Annual totals must be equal

Total = \$116,000



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**