

**Facilities charges for CFI-funded space or  
space essential to house and use CFI-funded infrastructure  
Infrastructure Operating Fund (IOF)**

*Please read the information on the next page carefully before completing this form.*

Project number: \_\_\_\_\_

Project title: \_\_\_\_\_

Period covered by this report: \_\_\_\_\_

Description of space funded by the CFI or space essential to house and use CFI-funded infrastructure (location, size, nature, brief description of function or use of space):

**Calculation of facilities charges:**

Nature of space (e.g., wet lab, dry lab, etc.)	Size <sup>1</sup> (square feet or square metres) (A)	Annual cost <sup>2</sup> (per square foot or square metre) (B)	Total <sup>3</sup> (A*B)	Key CFI-funded infrastructure located in the space (if applicable)
<b>Total</b>				

<sup>1</sup> Attach final floor plans showing size of space

<sup>2</sup> Use detailed or simplified method

<sup>3</sup> Report total under "Services" category

## Space funded by the CFI or essential space – facilities charges and rates

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### Please read the following information carefully before completing the above form:

- Facilities charges may be reported for space funded by the CFI or for space that is essential to house and use CFI-funded infrastructure, and may include common areas if applicable.
- When the space is used for multiple purposes (e.g., research and clinical/teaching use), facilities charges must be pro-rated accordingly.
- The research infrastructure project to which it relates must have been approved after July 1, 2001, and must not have been funded through any of the following CFI funding programs: the Canada Research Chairs Infrastructure Fund (2000–06), the Career Awards (2002–06), the International Fund (2002 and 2007), the Major Science Initiatives Fund or the Exceptional Opportunities Fund – COVID-19 (colleges or universities).
- The CFI-funded project must have passed the stage of award finalization, and the related CFI-funded infrastructure item must be operational and still used for research purposes for the period reported.
- The institution must keep on file all documentation for audit purposes for a minimum of six years and provide it upon request. This six-year period starts at the end of the fiscal year to which the records relate.
- Attach the final floor plans for the space and clearly highlight the funded space or the space that is essential to house and use the CFI-funded infrastructure. This may include common areas. The scale of the plans should allow for confirmation of the size of the space (square feet or square metres). Alternatively, confirmation from an architect can be provided to this effect.
- Use either a detailed method or a simplified method to establish the annual cost. If you use a detailed method, it must be appropriate for calculating the actual cost per square foot (or square metre). Maintain supporting documentation for all cost elements.

If you use the simplified method, you need not calculate the actual facilities costs, but you must use the rate prescribed by the CFI. Rates are updated annually and include (for the space and built-in equipment): electricity, heating, cooling, water, sewer, custodial, security, built-in equipment repairs, as well as maintenance and repairs for the space.

When using the simplified method, you must ensure that you do not report any of these costs separately to the CFI as they are already included in the rate (e.g. do not report maintenance and repairs costs, the cost of electricity for built-in equipment, or security costs separately since these costs are already included in the rate). Costs related to non-built-in equipment are not included in the rate and should be calculated and reported separately.

- Total facilities charges should be reported under the “Services” category in the IOF annual report. The total annual cost should be prorated to reflect the eligible portion if either of the following situations took place during the year: award finalization; space became, or ceased to be, operational or used for research purposes.

**Space funded by the CFI or essential space – facilities charges and rates**

**Simplified method  
Rates for facilities charges  
April 1, 2025 to March 31, 2026**

Use either a detailed method or a simplified method to calculate facilities charges related to space funded by the CFI or space essential to house and use CFI-funded infrastructure.

- If you use a detailed method, it must be appropriate for calculating the actual cost per square foot (or square metre). Maintain supporting documentation for all cost elements.
- If you use the simplified method, you need not calculate the actual facilities costs, but you must use the rate prescribed by the CFI in the table below (rates are updated annually). This rate should be multiplied by the amount of space funded by the CFI or space essential to house and use CFI-funded infrastructure.

**Table - Annual rate in \$ per square metre (1 square metre = 10.76 square feet)**

	Animal facility	Animal facility (pathogen free)	Wet lab	Offices	Clean room	Dry lab and engineering facility	Greenhouse	Common areas	Server rooms
<b>British Columbia</b>	464	500	117	124	205	130	221	127	145
<b>Alberta</b>	718	756	143	142	225	145	233	145	166
<b>Saskatchewan</b>	561	598	127	131	212	136	227	134	153
<b>Manitoba</b>	390	430	119	131	204	129	242	134	146
<b>Ontario</b>	724	762	142	141	225	145	230	144	166
<b>Quebec</b>	411	451	121	132	206	130	243	135	154
<b>Nova Scotia</b>	828	869	158	155	235	153	246	158	178
<b>New Brunswick</b>	627	661	128	128	214	138	214	131	153
<b>Prince Edward Island</b>	724	761	141	140	224	145	227	143	165
<b>Newfoundland and Labrador</b>	677	718	146	150	226	145	250	153	169
<b>Yukon</b>	1,160	1,199	183	168	257	169	N/A <sup>1</sup>	171	199
<b>Northwest Territories</b>	1,373	1,418	210	192	277	183	N/A <sup>1</sup>	195	222
<b>Nunavut</b>	2,008	2,051	264	223	321	216	N/A <sup>1</sup>	226	265

<sup>1</sup> Not applicable: rates are theoretical and not provided.