Policy and program guide (2019)

We have made a few changes to the 2017 *Policy and program guide* (PPG). These primarily reflect the broadening of certain infrastructure eligibilities which were introduced in spring 2019. We also took this opportunity to include a few other changes that took place in 2018–19. In light of the small number of changes, we consider the 2019 version a "patch" rather than a full revision of the PPG.

The key changes are outlined below (the relevant PPG sections are in parentheses):

Section 4: Eligible projects, costs and contributions

- Removed the restriction to purchase warranties or service contracts at the same time as the research infrastructure (4.6 Eligible costs for infrastructure projects). Consequently, warranties or service contracts may be purchased for existing research infrastructure that is essential for research projects. The purchase of warranties or service contracts needs to be justified in a proposal.

- Broadened the eligibility of construction or renovation of space beyond housing infrastructure to include space to conduct research activities (e.g., collaborative spaces) as described in proposals (4.6 Eligible costs for infrastructure projects; 4.6.2 Construction and renovation).

- Revised the need to provide a detailed breakdown of construction or renovation costs. It is now required only when these costs exceed $500,000 (4.6.2 Construction and renovation).

- Updated the eligibility of services that directly support space to include non-CFI-funded space that is essential to house and use CFI-funded infrastructure (4.7.1 Infrastructure Operating Fund).

- Broadened the definition of spaces eligible for funding from the Infrastructure Operating Fund to include those that directly support CFI-funded infrastructure whether or not the space essential to house and use CFI-funded infrastructure has been funded by the CFI (4.7.1 Infrastructure Operating Fund).

Section 6: Administration of CFI awards

- Clarified the requirement for a description of the valuation method for items involving in-kind contributions of more than $500,000 (6.2.2 Award finalization documents). Note that this a clarification, not a new requirement.

- Explained that for projects led by one or more team leader(s), such as in the 2020 Innovation Fund competition, only the team leader who created the project in the CFI Awards Management System (CAMS) will have access to post-award modules (e.g., amendment and project progress reporting modules). The other team leader will not have access to post-award modules. Also, we will continue to use the label "project leader" for all projects (including those with team leaders) for post-award modules (Table 6.1 Time spent and nature of activities).

- Simplified the payment schedule for the Infrastructure Operating Fund (6.10.5 Payment schedule).

Section 8: Communications

- Added the request to tag the CFI in relevant social media posts (8.1 Acknowledging CFI support).
- Updated information on the Research Facilities Navigator's social platforms, and on institutional promotion of Navigator profiles (8.4 The Navigator).