



## Overview

The purpose of this document is to help researchers follow the University's valuation of campus spaces for in-kind calculations included in grant applications. This is not a formal policy document, and item eligibility should be confirmed with the Sponsor agency. Please reach out to the [Research Partner Network](#) if you have any questions.

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### I. Campus Space Valuation.

1. If you need to find a suitable room for in-kind support of a conference or event, you can start by checking the spaces booked by your area or unit and book through your EA or AA. To browse centrally-controlled spaces, use the [booking website](#). (You must follow their booking policies to actually book a space.)

*NB: If you are representing an external group, contact [Conference Services](#) to request information about rooms and costs/in-kind equivalents instead of using this process.*

2. Once you know (or if you already know) which space you will offer in-kind, contact your faculty's Space or Facilities Planner for the room size.

3. The 2024 valuations:

- a. OFFICE or CLASSROOM or MEETING ROOM = \$387.50 / SM (square metre) / year
- b. LABS = \$710.42 SM / year
- c. Daily rate: divide the yearly rate by 365
- d. Weekly rate: divide the yearly rate by 52

Example: \$387.50 / SM / year for a 28.4 SM classroom

$\$387.50 \times 28.4 \text{ SM} = \$11,005 \text{ per year}$

$\$11,005 \div 365 = \$30.15 \text{ per day (approx } \$30/\text{day)}$

$\$11,005 \div 52 = \$211.63 \text{ per week (approx } \$211/\text{week)}$

### II. Other.

For examples of other in-kind contributions, please refer to the [Tri-Council Guidelines for Cash and In-Kind Contributions](#) webpage, or the Research Partner Network's [Examples of In-Kind Contributions](#), or reach out to the appropriate grant sponsor.