***GRANT APPLICATION ASSET MANAGEMENT IMPLICATIONS***

*The University’s Asset Management Policy*

*Physical infrastructure assets and the related services are fundamental in achieving the University’s mission and provide value to stakeholders. The University achieves this by aligning asset investment with its Strategic Plan and institutional priorities. The acquisition of a piece of equipment is the acquisition of an asset. The policy says, amongst other things, that we will achieve the policy by:*

***5. Ensuring that the impact of corporate decisions on existing and new assets is understood at the planning stage, taking into account risks and costs incurred throughout the life cycle of an asset***

***Asset Management Implications:*** *If this grant is successful, will it require physical infrastructure changes and support such as space, essential power, alarms on fridges or located in a specific location? If yes, you are required to download and complete this form and discuss with your Head of School.*

Below are issues for consideration when assessing infrastructure requirements. Please contact Infrastructure and Facilities Services at [space@newcastle.edu.au](mailto:space@newcastle.edu.au), if you have questions.

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| --- | --- | --- | --- |
| **Grant Name** | **Contact Name and Telephone** | **Faculty and School** | **Date** |
|  |  |  |  |

| **Asset Management Implications** | | |
| --- | --- | --- |
| **Issues** | **Consideration** | **Response** |
| **Funding and Budget Arrangements** | Life cycle costing refers to related costs from acquisition to disposal. Having an understanding of this at the planning stage is vital to ensure the University targets its investment in an orderly manner.  Life Cycle Costs   * Acquisition costs * Installation & Fit out costs * Maintenance costs * Operation costs * Technical Support costs * Replacement Costs -Disposal Costs | * Acquisition costs - <how much and what budget will it be funded through?> * Installation costs - how much and what budget will it be funded through?> * Maintenance costs - how much, how often and what budget will it be funded through?> * Operation costs - how much, how often and what budget will it be funded through?> * Technical Support costs - how much, how often and what budget will it be funded through?> * Replacement Costs - how much, how often and what budget will it be funded through?> * Disposal Costs - how much and what budget will it be funded through?> |
| **Space – Capacity** | How much space, in m2, do you require? |  |
|  | How many people will occupy the space? |  |
| **Space – Utilisation** | How often will you use the space? |  |
|  | How long is the space required? |  |
| **Space – Functionality** | What type of space is required? Office, teaching, PC2 Lab, etc. |  |
|  | What level of containment is required? |  |
|  | What are the audio visual/technology requirements? |  |
|  | What are the essential power supply requirements? |  |
|  | Are alarms required on fridges? |  |
| **Location** | What is the preferred location? Campus, Precinct, Building, Room |  |
|  | Do you have co-location and/or collaboration requirements? |  |
| **Maintenance & Operations** | Is there speciality equipment involved? |  |
|  | Do you have the technical specifications of the equipment? Please provide documentation to Campus & Asset Planning. |  |
|  | Who will service/maintain specialty equipment? Specialist technician, existing contractor, etc. |  |
|  | What are the expected costs per month/year to operate and regularly maintain the facilities and equipment? |  |
|  | Will the grant cover ongoing maintenance and operating costs? |  |
|  | What is the expected life of the equipment? This relates to budgeting for replacement costs. |  |
| **Consultation** | Have you discussed space, infrastructure or facilities requirements with Campus & Asset Planning? Whom did you speak with and what was the outcome? |  |
|  | Have you discussed this grant with Research Services and/or should you consult with the Research & Innovation Asset Management Advisory Group? |  |
|  | Have you discussed audio visual/technology requirements with Information Technology Services? Whom did you speak with and what was the outcome? |  |
|  | Have you discussed funding/budget arrangements with your Finance Business Partner? Whom did you speak with and what was the outcome |  |

Submit this form to Infrastructure and Facilities Services at [space@newcastle.edu.au](mailto:space@newcastle.edu.au)