Purpose

- Web-based system for inventorying and surveying space
- Space Information is used for:
  - Facilities & Administrative Cost Rate Proposal
  - Reports for Colorado Commission on Higher Education (CCHE)
  - Operational Management and Resource Planning
  - Accreditation
  - Internal Cost Allocations
- Federal Government reimburses for its equitable share of F&A expenses associated with conducting organized research
  - Space costs represent more than 50% of the reimbursement
- Completing a reasonable space survey is required of the University by the Federal Government
Training dates

New Users

- Location for all sessions:
  P28-CTL-2201AB Computer Lab

8/6/2013
- Morning Session 9am - 12pm
- Afternoon Session 1pm - 4pm

8/7/2013
- Morning Session 9am - 12pm
- Afternoon Session 1pm - 4pm
Training dates

- **Experienced Users**
  - Location for all sessions: P28-CTL-2201AB Computer Lab

- **8/8/2013**
  - Morning Session 9am - 11pm
  - Afternoon Session 1pm - 3pm

- **8/9/2013**
  - Morning Session 9am - 11pm
  - Afternoon Session 1pm - 3pm

- **8/13/2013**
  - Morning Session 9am - 11pm
  - Afternoon Session 1pm - 3pm
Using WebSpace

WebSpace Timeline

- **07/01/12-06/30/13**: Period the space information covers
- **05/20/13**: WebSpace becomes available for updates
- **9/30/13**: Deadline for completion during non-F&A base years
Additional Info

Contact Info

UC Denver WebSpace help-line: 303-315-6378
E-mail: WebSpace@ucdenver.edu

Any of the following staff members may also be contacted regarding WebSpace:

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