



Frequently Asked Questions ULI-Webinar Members

How much it costs:

The total fee for Fitwel certification is \$6,500 USD per project.

This includes:

- Annual \$500 USD registration fee for each project, providing access to the Fitwel Portal, which provides access to the Fitwel strategies, and highlights of associated evidence for one year from the date of registration. Once a project is benchmarked it will receive a numerical score, allowing progress towards certification to be evaluated over time
- One-time \$6,000 USD fee for each project certification, and includes documentation review by the Fitwel Certification Team, and Fitwel star designation where applicable. There are **no additional costs** for appeals during the review process.

How long it takes/timeline:

All of the Fitwel documentation can directly be uploaded into the Fitwel Portal. Once the company has gathered the documentation and submitted a project for certification, the Fitwel Team will take 4-5 weeks to review the submission and return a review report with additional requests for documentation or clarification, if they exist. After giving a company ample opportunity to respond to any questions, a final certification report and star rating will be awarded. The total time it takes for this entire process is approximately 6-8 weeks.

The appeal process therefore is included in the cost of certification. CfAD has two independent certifiers score projects, in addition to a final review by the Fitwel Certification Team for quality assurance across projects.

How to register/begin the process - what's the overall process arc?

In order to register and/or certify your building you can either gain access to the web tool through either:

1. Becoming a Fitwel Ambassador and passing the exam. After passing the exam, Ambassadors gain access to the Fitwel Portal and can begin to benchmark, register, and certify projects.
2. Become a Fitwel Champion (requires larger commitment to registering and certifying Fitwel at a volume level in their portfolio among properties owned, managed, and/or occupied). Companies will sign a services agreement with the Center for Active Design to determine the scale and specifics of their commitment.

Certification Process

The Fitwel Certification process takes several weeks from the date of submittal. Once a project is submitted for certification, the Fitwel Certification Team begins its review process and edits to submissions are no longer available.

The Fitwel certification process is as follows:

- Step 1** The project documentation is reviewed using a double-blind process.
- Step 2** When the review is complete, an Initial Fitwel Review Report is provided detailing any additional documentation or clarification needed and outlining next steps. This part of the process offers an opportunity for dialogue between project teams and the Fitwel Certification Team. Project teams are allowed one formal response to the Initial Review Report, which should be completed in three weeks or less.
- Step 3** Once any clarifications or concerns in the Initial Review Report are resolved a Final Review Report will be provided that awards a final numerical score, including a Fitwel Scorecard, and, if applicable a Fitwel Star Rating and a Fitwel Certificate.

How the point system works. How the star system works (and how it relates to the point system), and what happens if buildings don't get stars?

Facilities that achieve a Fitwel numerical score of 90 or above are considered "Fitwel-certified" at one of three levels:

- 1 Star Fitwel Rating: 90-104 points
- 2 Star Fitwel Rating: 105-124 points
- 3 Star Fitwel Rating: 125-144 points

All projects will receive a list of areas of improvement through the Fitwel System, whether they achieve a star rating or not.

What's in each of the strategy categories?

Fitwel Strategies are categorized into the following 12 sections by scale:

- | | | | |
|---|--------------------------|----|-----------------------------------|
| 1 | Location | 7 | Workspaces |
| 2 | Building Access | 8 | Shared Spaces |
| 3 | Outdoor Spaces | 9 | Water Supply |
| 4 | Entrances + Ground Floor | 10 | Cafeterias + Prepared Food Retail |
| 5 | Stairwells | 11 | Vending Machines + Snack Bars |
| 6 | Indoor Environments | 12 | Emergency Procedures |

What "Ambassadors" and "Champions" mean?

Ambassadors are professionally accredited individuals who are leading the healthy workplace movement through the application of Fitwel. The Fitwel Ambassador program arms its participants with the tools necessary to certify buildings using Fitwel. Ambassadors are well versed on the evidence-based connection between building design, operations, and health, and have a clear understanding of how to integrate Fitwel strategies within buildings and workplaces. Ambassadors can navigate the Fitwel Portal to help clients register, track progress, and attain Fitwel certification.

Fitwel Champions are organizations or companies who are seeking to prioritize health in the design and operation of buildings within their portfolio. Champions are industry leaders of Fitwel's groundbreaking approach to health and wellness, and commit to apply Fitwel to their real estate portfolios, or a large portion thereof. With evidence-based strategies and an efficient way to measure and track progress, Champions support the philosophy that a healthier workplace environment should be accessible to all.

What property classes it applies to or doesn't apply to (including mixed use, campuses, shopping malls, master planned communities)

The Fitwel Certification System is applicable to workplaces of every type and location, including workplaces which are:

- » located in rural, urban, or suburban settings;
- » located inside single- or multi-story buildings;
- » multi-tenant or single-tenant buildings;
- » single buildings, portfolios of buildings, or campuses;
- » existing buildings or spaces, without renovation;
- » existing buildings or spaces, recently renovated;
- » new construction projects.

Current users include higher education, laboratories, offices, and bio-medical facilities, and health clinics. We are expanding into residential, starting with multi-family, including affordable and senior housing.

We are currently exploring opportunities to expand into retail.

How developers vs property managers vs tenants interface with Fitwel:

The Fitwel Certification System is optimized for a diverse group of users, through multi-tenant buildings, single-tenant buildings, and commercial interior spaces.

What makes Fitwel unique?

Fitwel is the leading certification system for health and is distinctive from other systems available in the market for the following reasons:

- Fitwel was developed by the US Centers for Disease Control and Prevention (CDC) together with the General Services Administration (GSA), making Fitwel the *only* certification system developed exclusively by health scientists strictly from empirical evidence.
 - o As an implementation partner, GSA has applied Fitwel to over 100 buildings in every US region and across countless building typologies in rural, suburban, and urban locations.
 - o CDC remains Fitwel's research and advisory partner, allowing Fitwel to evolve with the science as the research base grows.
- Fitwel is the *only* standard optimized specifically for use in existing workspaces and buildings, but also includes the ability to effectively prioritize design strategies in new construction projects.
- Fitwel believes that any workplace can make positive incremental change to improve workplace health, regardless of starting point. Fitwel is the *only* standard that translates the leading health science into a weighted score that guides users to the most *proven strategies* for improving workplace health, while identifying the *relative impact* on occupant health.
- Users can be confident when using Fitwel that *all* the measures are based on the highest quality of scientific evidence.
- Fitwel is committed to offering low certification fees, in keeping with its mission to make the groundbreaking scientific knowledge translation that Fitwel contains available and applicable to all, regardless of budget or beneficiary.
 - o The cost of clarifying a strategy or adding documentation is included in the cost of certification. There are no fees to appeal a credit before a final rating is awarded; submitting a project for certification merely begins a transparent and open conversation about the project with the certification team.
- Fitwel benchmarking and certification is carried out using a mobile, user-friendly digital tool. Companies using Fitwel during the pilot and beta phases have found the scorecard easy to use for facility managers and designers alike.
 - o Fitwel is dedicated to arming *all* professionals that influence workplace environments with information on how their decisions impact health, from facilities managers, to HR professionals, to custodians.

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