Top 10 Sustainability Facility Professional (SFP®) FAQs

1. Why should I become an SFP?
   - Impact your organization’s triple bottom line by identifying and implementing projects that save money and positively impact your community and your organization’s reputation.
   - Develop sustainable solutions and strategic plans using knowledge-based and data-driven methods.
   - Gain recognition and credibility as an informed champion with a unique sustainability skill set.
   - Earn 70 GBCI general CE hours towards your LEED credential maintenance.

2. Who should pursue the SFP?
   - FM professionals with an interest in sustainable FM practices and increased facility efficiency.
   - Related industry practitioners such as architects, designers and safety engineers.
   - Facility-related product and service providers.
   - LEED Professionals seeking complementary knowledge and GBCI credential maintenance hours.
   - CFMs and FMPs interested in expanding their depth of expertise in the area of sustainable FM.
   - Note: Prior FM industry knowledge is recommended before pursuing the SFP credential.

3. What will I learn?
   The following three SFP focus areas provide a complete picture of how FMs can improve the sustainability of their facilities in all eight major categories of sustainable facility management as defined by IFMA: energy, water, materials and resources, workplace management, indoor environmental quality, quality of services, waste and site impact:
   - Strategy & Alignment for Sustainable Facility Management
   - Managing Sustainable Facilities
   - Operating Sustainable Facilities

4. How will my employer benefit?
   - Improve building efficiency by ensuring that your staff can plan, implement, and evaluate sustainable FM projects.
   - Empower your employees to reduce fuel and resource use, improve the indoor environment, and minimize your organization’s environmental impact.
   - Implement a world-class internal training program without a significant development investment.
   - Take advantage of an unbiased candidate evaluation tool and hiring qualification.
   - Enhance your organization’s image by demonstrating your commitment to sustainable knowledge and practices.

5. How do I earn the SFP credential?
   1. Study the reading materials and complete the online interactive tools for each focus area to enhance your skills and knowledge.
   2. Complete the three online SFP final assessments with a passing score of 75% or higher.
   3. Submit your SFP application (with fee) to IFMA to validate your SFP credential.

For a limited time, IFMA is waiving the SFP application fee! Simply purchase the IFMA SFP Credential Program to qualify. Details available at www.ifma.org/sfp.

www.ifma.org/sfp >>Turn over for more valuable FAQs!
The IFMA SFP Credential Program includes everything you need to learn the sustainability FM concepts, test your comprehension and earn the SFP credential.

- **Electronic/printed reading materials:** Comprehensive printed or electronic reading materials provide an in-depth exploration of the three SFP focus areas in a concise, easy-to-understand format.

- **Interactive online study tools:** Interactive online study tools including quizzes, case studies, e-Flashcards, progress reports and more will help you apply and retain the SFP concepts.

- **SFP final assessments:** Successful completion of the three SFP final assessments will qualify individuals for the SFP credential. An SFP application must be submitted (with fee) to IFMA to be awarded the SFP credential.

Order today to take advantage of the limited time SFP application fee waiver! See #8 for details.

The length of time the three focus areas will take depends greatly on the person who is studying (based on experience, knowledge, reading comprehension, etc.). On average, candidates invest 25-75 hours to complete all four courses and earn their SFP.

Please note: Access to the online training tools and final assessments expires two years from date of activation.

---

### What’s included in the SFP Credential Program®?

- **Self-Study Program:** The self-study program combines electronic or printed study materials with interactive online study tools and the three SFP final assessments for the most flexible study plan.

- **Instructor-led Courses:** Instructor-led courses combine the self-study tools and assessment with comprehensive study and discussion of all SFP topics in an online or traditional classroom format. For a complete list of courses offered by IFMA Headquarters, IFMA chapters, training affiliates, colleges and universities, visit [www.ifma.org/SFP](http://www.ifma.org/SFP).

- **Corporate/Group Training:** If there are multiple training candidates within your organization interested in earning the SFP credential, IFMA offers volume discounts and specialized group reporting tools.

---

### Are there study options for learning the SFP material?

- **Self-Study Program:**
- **Instructor-led Courses:**
- **Corporate/Group Training:**

---

### What will it cost to become an SFP?

**IFMA SFP Credential Program Materials/Courses**

<table>
<thead>
<tr>
<th>Product</th>
<th>Member Price</th>
<th>Nonmember Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self-study: eVersion only</td>
<td>US$1595</td>
<td>US$1895</td>
</tr>
<tr>
<td>Instructor-led courses</td>
<td>Contact provider directly for pricing.</td>
<td></td>
</tr>
</tbody>
</table>

*Plus applicable taxes and shipping fees. Prices subject to change.

---

### SFP Application Fee

<table>
<thead>
<tr>
<th>Member Type</th>
<th>Fee*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional/Associate Member</td>
<td>US$130</td>
</tr>
<tr>
<td>Young Professional Member</td>
<td>US$105</td>
</tr>
<tr>
<td>Nonmember</td>
<td>US$240</td>
</tr>
</tbody>
</table>

*Fee is non-refundable. Fee waiver is a limited time offer.

---

### How long does it take to become an SFP?

Due to the dynamic and ever-changing nature of the sustainability environment, the SFP certificate will be issued with a three-year term of validity. After this time, SFPs will be expected to demonstrate their understanding of the latest developments in sustainability through an online course and assessment which will be available in 2013.

---

### Do I have to recertify?

**Ready to get started?**

Order online at [www.ifma.org/sfp](http://www.ifma.org/sfp) or phone +1-877-866-1367 (USA/Canada) or +1-651-256-2821 (outside North America) for details.

---

Did we miss a question? Visit [www.ifma.org/sfp](http://www.ifma.org/sfp) for complete details.