

Office of Sponsored Research- Information Sheet

Official Legal Name	The University of North Carolina at Chapel Hill
Name, Address, Phone & Fax Numbers of Authorized Institutional Official	Tony G. Waldrop, Ph.D. Vice Chancellor for Research and Economic Development Office of Sponsored Research (OSR) 104 Airport Dr. Ste.2200, CB #1350 Chapel Hill, NC 27599-1350 Phone - (919) 966-3411/3412 Fax - (919) 962-3352/5011
Name, Address, Phone & Fax of Administrative Official (Contract & Grant Administrator)	Margaret Vigiolto Associate Vice Chancellor for Research Office of Sponsored Research (OSR) 104 Airport Dr. Ste.2200, CB #1350 Chapel Hill, NC 27599-1350 Phone - (919) 843-7780 Fax - (919) 962-3352/5011
Name, Address, Phone & Fax Numbers of Financial Officer	Vanessa Peoples Director, Financial Reporting & Cash Management Office of Sponsored Research (OSR) 104 Airport Dr. Ste.2200, CB #1350 Chapel Hill, NC 27599-1350 Phone - (919) 966-3411/3412 Fax - (919) 962-3352/5011
Email	resadminosr@unc.edu
Frequently Used Information for Sponsored Research	
Animal Subject: Assurance #	A3410-01 (Expires: 4/30/13)
Congressional District:	4th
Dun & Bradstreet (DUNS) #	608195277
Federal Tax (EIN) ID#	56-600-1393
For Public Health Service (e.g. NIH, HRSA, CDC, etc) use Entity Identification Number	1566001393A-1
Fiscal Year	July 1 to June 30
Human Subjects DHHS #	FWA-4801
Institutional Profile No:	578206
Mileage rate for private car	55 cents/mile effective 01/01/09
Old mileage rate	58.5 cents/mile effective 7/01/08
NIH Salary Cap	\$196,700 effective 1/01/09
NSF Submitting	
Institutional Code:	0029744000
Responsible Conduct in Research	http://research.unc.edu/services/responsible_conduct.php
Type of Organization	State Related Institution of Higher Education

Miscellaneous Information for Sponsored Research

AAALAC International Approval	Dated 11/5/03
Age Discrimination Policy	On file, signed 9/6/01
Assurance of Compliance Title IX: (HHS 639-A)	On file, signed 9/27/76
Board of Trustees member list	http://www.unc.edu/depts/trustees/
Civil Rights Assurance (HHS 441) Reg. #	43-0520. Dated 1/11/65
Certification of Liability Coverage	Dated 1/23/08 http://research.unc.edu/osr/information/documents/LetterOfSI2008-Revised.pdf
Cognizant Federal Agency for F&A Rate Agreement	Department of Health and Human Services Darryl Mayes (202) 401-2808
<small>(For purposes of completing grant proposals, use this office's address on any applicable forms asking for info on F&A)</small>	
Commercial and Government Entity Code (Cage)#	4B856
Conflict of Interest Info:	https://cfx3.research.unc.edu/coi/coi_policy.cfm
Export Control Policy page	http://research.unc.edu/osr/policies/export_control.php
Federal Interagency Committee on Education (FICE) #	002974-00
Misconduct in Science Form PHS 6349.	Dated 3/9/09. Annual update
NAICS Code	611310
Number of UNC-CH Employees	12,082 (as of Fall 2008-includes permanent full time and part time)
Radioisotopes: NC License #	068-214-1
Rehab. Act of 1973 (HHS 641)	On file, signed 6/22/77
Sex Discrimination Policy	On file, signed 9/6/01
Southern Association of Colleges and Schools Accreditation	Dated January 9, 2007 http://research.unc.edu/osr/information/documents/SACS.pdf
Standard Industrial Code	8221
Student/Fellowship/Postdoctoral Link	http://research.unc.edu/osr/information/studentinformation.php
UNC-CH Institutional Info (Fact Book)	http://oira.unc.edu/facts-and-figures/
Financial Information	
Institutional Financial Banking Information	Contact Vanessa Peoples at vpeoples@email.unc.edu , (919) 962-4676
UNC-CH Single Audit web site	http://www.ncauditor.net/Epsweb/Reports/Financial/FIN-2008-8730.pdf
UNC-CH Financial Reports	http://www.unc.edu/finance/controller/confinst.htm
IRS 501 c (3) Tax Exemption	http://research.unc.edu/osr/tax_exemption.pdf

Facilities and Administrative Cost Rates (F&A)

DHHS Agreement Date: November 6, 2007

Table 1: Predetermined Rates: Effective 7/1/08-6/30/09

	On-Campus	Off-Campus	Off-Campus (Remote)
		(within a 10-mile radius)	
Organized Research	47.50%	28.00%	26.00%
Instruction	46.40%	28.00%	26.00%
Other Sponsored Activities	33.80%	28.00%	26.00%
Clinical Trials (Federal)*	47.50%	28.00%	26.00%
Clinical Trials (non Federal)**	28.00%	28.00%	26.00%

Table 2: Predetermined Rates: Effective 7/1/09-6/30/11

	On-Campus	Off-Campus	Off-Campus (Remote)
		(within a 10-mile radius)	
Organized Research	48.00%	28.00%	26.00%
Instruction	46.40%	28.00%	26.00%
Other Sponsored Activities	33.80%	28.00%	26.00%
Clinical Trials (Federal)*	48.00%	28.00%	26.00%
Clinical Trials (non Federal)**	28.00%	28.00%	26.00%

* F&A calculations for federally funded Clinical Trials are based on MTDC (see definition below)

** F&A calculations for INDUSTRY funded Clinical Trials are based on TOTAL DIRECT COSTS with the exception of the IRB and UNC-CH Pharmacy fees, which are excluded from F&A.

F&A rates online http://research.unc.edu/osr/information/general_info.php#facilities**Facilities and Administrative Cost Rates (F&A)-continued**

BASE: Modified total direct costs (MTDC), consisting of all salaries and wages, fringe benefits, materials and supplies, services, travel and sub grants and subcontracts up to \$25,000 of each sub grant or subcontract (regardless of the period covered by the sub grant or subcontract). Modified total direct costs shall exclude equipment¹, capital expenditures, charges for patient care and tuition remission, long term rental costs of off-site facilities, scholarships, and fellowships as well as the portion of each sub grant and subcontract in excess of \$25,000. (**Reminder:** Mandatory in-state tuition for eligible GRAs on research grants must be excluded from the F&A cost base for each budget year.)

(Equipment¹ is defined as an item costing \$5,000/ greater.)See OSR web site for complete F&A information: http://research.unc.edu/osr/information/general_info.php#facilitiesSee OSR web site for complete F&A agreement: http://research.unc.edu/osr/fanda_agreement.pdf**Fringe Benefits - for a comprehensive listing visit:**http://research.unc.edu/osr/information/fringe_benefit_rates.php

For full-time permanent EPA/SPA employees:

Budget**19.40%**

Post Docs and Grad Students (Depends on type of Award)

7.65%See web site for Student FICA Tax Exemption policy: <http://www.ais.unc.edu/busman/pay/paypol13.html>**PLUS Health Insurance annual premium prorated to % of effort**

Full-time Permanent EPA/SPA employees (Object Code 1832)

FY10 effective 7/1/09

Post Doctoral Trainees (Object Code 4518) (a)

Post Doctoral Research Associates (Object Code 1831)(a)

FY10 (effective 7/1/09)

Grad. Student Health Insurance (Object Codes 1836, 6596)(a)

(effective 8/15/09)

	Monthly	Annually
	\$377.25	\$4,527.00
	\$211.16	\$2,533.92
	\$164.18	\$1,970.16

(a) Post Doctoral rates include Student Health fee, but the Graduate Student rate does not.

UNC Physicians & Associates (P&A) Supplemental Fringe Benefits

Allowable Benefit	Annual Rate	Unallowable Benefit
Employee Life Insurance	0.72%	Dependent Life Insurance
Dismemberment	0.12%	Dependent Accidental Death & Dismemberment
Employee Medical Insurance	\$1,271.64	Dependent Medical Insurance
Employee Dental Insurance	\$434.52	Dependent Dental Insurance
Employee Long Term Disability	1.10%	Professional Liability Insurance
Employee Retirement	3.50%	

(Note: As a general guideline budget 24.9% (19.4+5.5) of annual salary plus \$6,233.16 (4,527 + 1,706.16) prorated to employee % effort).

Additional Information to facilitate contracts and proposals through the Office of Clinical Trials (OCT)

(NOTE: Please include the OCT Review Request Form with all submissions, along with any special instructions/guidelines from the Sponsor)

REQUIRED APPROVALS/ROUTING:

- Please see detailed instructions for internal signature guidelines on the IPF.
- Proposal packets should be submitted to OCT at the following address as soon as the budget has been finalized with the sponsor:
Office of Clinical Trials, 1109-A Bioinformatics Bldg., 130 Mason Farm Rd., CB# 1651, Ph. 3-2698; Fax 3-2399
- Draft contracts should be submitted to OCT as soon as they are received.
- See OCT web site for forms and instructions. <http://research.unc.edu/oct>

Additional Information to facilitate SOM proposals through Sponsored Programs Office (SPO)**REQUIRED APPROVALS/ROUTING**

The timeline in item c. below should be considered when delivering School of Medicine (SOM) proposals to the SPO.

- All proposals must be internally processed and signed by an authorized UNC official prior to submission to the funding agency.**
- Please see detailed instructions for internal signature guidelines on the IPF
- Proposals should be delivered to SPO one to two weeks prior to submittal date. Be sure to allow for additional review time if the proposal is to be reviewed by OSR.
(1140-C Bioinformatics Bldg., 130 Mason Farm Rd., CB#9525, Ph. # 2-3950, Fax # 3-7094)
- Upon SPO completion, proposals should be delivered to OSR at the following address:
Office of Sponsored Research, 104 Airport Dr. Ste.2200, CB #1350, Ph. 6-3411; Fax 2-3352
- Grants that are to be submitted electronically must be reviewed and approved by OSR prior to submittal.
- See OSR web site for complete UNC-CH proposal processing instructions. <http://research.unc.edu/osr/index.php>

Additional Information to facilitate proposals through Office of Sponsored Research (OSR)**REQUIRED APPROVALS/ROUTING**

- All proposals must be internally processed and signed by an authorized UNC official prior to submission to the funding agency.**
- Please see detailed instructions for internal signature guidelines on the IPF
- Proposals should be delivered to OSR five to ten business days prior to submittal date.
- Proposals should be delivered to OSR at the following address:
Office of Sponsored Research, 104 Airport Dr. Ste.2200, CB #1350, Ph. 6-3411; Fax 2-3352
- Grants that are to be submitted electronically must be reviewed and approved by OSR prior to submittal.
- See OSR web site for complete UNC-CH proposal processing instructions. <http://research.unc.edu/osr/index.php>

If you have comments or ideas to improve this form, please contact Andrew Reynolds

Reporting Specialist, at (919) 962-4396 or [E-mail: andrewr@email.unc.edu](mailto:andrewr@email.unc.edu)