

UAHUNTSVILLE

The University of Alabama in Huntsville

Office of Sponsored Programs

301 Sparkman Dr., VBRH, Suite E15, Huntsville, AL 35899

•Phone: (256) 824-6000

•Fax: (256) 824-6677

<http://www.uah.edu/research/resadmin/index.htm>

Doing Business with UAHuntsville

The Office of Sponsored Programs (OSP) is your starting point for doing business with UAHuntsville research faculty, staff, and students. OSP will prepare/process the following:

- **Teaming Agreement**
- **Non-Disclosure Agreement**
- **Equipment Use Agreement**
- **Proposal Preparation**
- **Review/negotiate/execute all contract documents**
- **Letters of Support/Intent**
- **Certifications and Representations**
- **Export Control**

Contact Information

If you are working with faculty/staff/students in:

College of Science, Information Technology Science Center (ITSC) and Center for System System Studies (CSS):

Kenya Cole, Contract Specialist I, Phone: (256) 824-2647, Email: Kenya.Cole@uah.edu

Laboratory for Materials & Surface Sciences (LMaSS), Alabama Space Grant Consortium (ASGC), Earth Systems Science Center (ESSC), Center for Modeling & Simulation (CMSA) and Office of Technology COMmercialization (OTC) :

Petra Dotson, Contract Administrator II, Phone: (256) 824-2667, Email: Petra.Dotson@uah.edu

Research Institute (RI), Aerophysics Research Center (ARC), Rotorcraft Systems Engineering & Simulation Center (RSEC), Propulsion Research Center (PRC), VP for Finance and Accounting; SMDC and SED Delivery Order Contracts:

Consuela Duckworth, Contract Administrator II, Phone: (256) 824-2650, Email: Consuela.Duckworth@uah.edu

Systems Management & Production Center (SMAP) and Center for Space Plasma & Aernomic Research (CSPAR):

Antonia (Tonja) Pitts, Contract Administrator II, Phone: (256) 824-2651, Email: Antonia.Pitts@uah.edu

College of Engineering, Center for Applied Optics (CAO), Alabama Department of Transportation (ADOT), and University Transpotation Center for Alabama(UTCA) :

Barbara Czura, Contract Administrator I, Phone: (256) 824-2659, Email: Barbara.Czura@uah.edu

Provost (OIP, AA, ISED, PCS), College of Nursing, College of Liberal Arts (Humanities Center), College of Business (CMOST, CMER, SBDC), Laboratory for Structural Biology (LSB), VP for Research, and NASA Cooperative Agreement:

Gwen Britt, Contract Administrator I, Phone: (256) 824-2649, Email: Gwen.Britt@uah.edu

AMCOM ExPRESS, SETAC, and GSA Schedule: Go to OSP Website under Proposal Link fo for a list of all active AMCOM ExPRESS Contracts and UAHuntsville GSA Schedule:

Felecia Troupe, Associate Director, Phone: (256) 824-2660, Email: Felecia.Troupe@uah.edu

ALL OTHER INQUIRES/ASSISTANCE:

Gloria Greene, Director, Phone: (256) 824-2657, Email: greeneg@uah.edu

PROPOSAL PREPARATION

Cost estimating method used is based on percent of effort and is consistent with our current cost accounting standards.

All salaries are quoted based on actual.

UAHuntsville FY begins 1 Oct

Proposed Fringe Rate: 34%

Escalating factor: 5%

Negotiated *F&A Cost Rates effective: 10/1/08– 9/30/12:

- On-campus Research: 47.3%
- On-campus Instructions/Other Sponsored Activities: 41.0%
- **Off-campus Research: 27%
- Off-campus Instructions/Other Sponsored Activities: 26%

These rates are based on Modified Total Direct Costs (MTDC), as negotiated with RHHS. F&A is not charged to equipment, fellowships, scholarships, and GRA Tuition.

Only the first \$25,000 of each sub-contract issued by UAHuntsville is subject to F&A.

F&A: Facilities and Administrative Cost.
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**Off-campus Research rate will be 26% if > 50 miles from campus.

Vice President for Research
Dr. John Horrack
John.Horrack@uah.edu
(256) 824-6101

PROPOSAL/AWARD INFORMATION

GSA Schedule:
GS-23F-0062P

CAGE Code: 9B944

DUNS#: 949687123

EIN: 63-0520830

CCR Registration: Aug 99

Cognizant Audit Agency:
Office of Naval Research
Atlanta Regional Office

Suite 4-R15
100 Alabama Street, NW
Atlanta, GA 30303-3104
POC: Douglas Heaton, ACO
(404) 562-1611

Email: heatond@onr.navy.mil
Antoinette Bigby, Grant Specialist
(404) 562-1614

Email: bigbya@onr.navy.mil

UAHuntsville is self Insured
(Value of \$5,000 or more)



WHAT YOU SHOULD KNOW

UAHuntsville is a state funded institution of higher education. We enjoy sovereign immunity pursuant to Section 14, Article 1 of the Constitution of Alabama; and therefore, cannot enter into any agreement which requires the following:

- Indemnification
- Governing by another state law
- Exclusive Agreements
- Claiming all intellectual property rights
- Payment of Program Management Facilitation Fee (PMFF)

Alternate language to some terms and conditions will be suggested upon review of all documents, when applicable .

The University's mission is teaching and research and sponsored research must be consistent with this mission. Therefore, UAHuntsville will make every reasonable effort to fulfill the requirements of the contract or grant, the proposed set of deliverables, and the timeline contained in all proposals.

For additional information, please visit our Web site:
<http://www.uah.edu/research/resadmin/index.html>