

UAHUNTSMVILLE

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.html>

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, Center for Materials Research:

Kenya Cole, Sr. Contract Administrator, (256) 824-2647, Email: colek@uah.edu

Systems Management & Production Center (SMAP), Rotorcraft Systems Engineering & Simulation Center (RSESC) and Earth Systems Science Center (ESSC):

Laurie Salehi, Sr. Contract Administrator, (256) 824-2649, Email: salehil@uah.edu

Laboratory for Structure Biology (LSB), Information Technology Science Center (ITSC), College of Business Administration (CBA); College of Liberal Arts and Humanities Center (HC), College of Nursing, and Center for Applied Optics (CAO):

Glenda Barnett, Contract Administrator, (256) 824-2662, Email: Glenda.Barnett@uah.edu

Research Institute (RI), Aerophysics Research Center (ARC), Propulsion Research Center (PRC), and Nano & Micro Device Center (NMDC):

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

College of Engineering and Center for Space Plasma & Aeronomic Research (CSPAR):

Tempie Powell, Contract Administrator, (256) 824-2659, Email: powellt@uah.edu

Center for Management and Economic Research (CMER), Laboratory for Materials & Surface Sciences (LMaSS), and Center for Modeling & Simulation (CMSA):

Kristen Tapscott, Contract Administrator, (256) 824-2658, Email: Kristen.Tapscott@uah.edu

For AMCOM EXPRESS, SETAC, and GSA Schedule:

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

ALL OTHER INQUIRES/ASSISTANCE:

Gloria Greene, Director, (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: 30%

Escalating factor: 5%

Negotiated *F&A Cost Rates effective: 10/1/04 – 9/30/08:

- On-campus Research: 46.5%
- On-campus Instructions: 48.0%
- On-campus Other Sponsored Activities: 40.0%
- **Off-campus Research: 27%
- Off-campus Instructions/Other Sponsored Activities: 26%

These rates are based on Modified Total Direct Costs (MTDC).

F&A is not charged to capital expenditures such as: equipment, fellowships, and scholarships.

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

*F&A: Facilities and Administrative Cost.

**Off-campus Research rate will be 26% if > 50 miles from campus.

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
100 Alabama Street, NW
Suite 4-R15
Atlanta, GA 30303-3104
POC: Douglas Heaton, ACO
(404) 562-1611
Email: heatond@0nr.navy.mil
Antoinette Bigby, Grants Specialist
(404) 562-1614
Email: bigbya@onr.navy.mil

UAHuntsville is self Insured



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>