SPONSORED PROGRAM SERVICES
Proposal Preparation - QUICK FACTS

% Effort → Calendar Months
12 months x % effort x FTE = cal mos
(chart below is for 1.0 FTE employees)

<table>
<thead>
<tr>
<th>% effort</th>
<th>cal mos</th>
<th>% effort</th>
<th>cal mos</th>
</tr>
</thead>
<tbody>
<tr>
<td>1%</td>
<td>0.12</td>
<td>35%</td>
<td>4.20</td>
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<tr>
<td>2%</td>
<td>0.24</td>
<td>40%</td>
<td>4.80</td>
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<tr>
<td>3%</td>
<td>0.36</td>
<td>45%</td>
<td>5.40</td>
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<tr>
<td>4%</td>
<td>0.48</td>
<td>50%</td>
<td>6.00</td>
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<tr>
<td>5%</td>
<td>0.60</td>
<td>55%</td>
<td>6.60</td>
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<tr>
<td>6%</td>
<td>0.72</td>
<td>60%</td>
<td>7.20</td>
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<tr>
<td>7%</td>
<td>0.84</td>
<td>65%</td>
<td>7.80</td>
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<tr>
<td>8%</td>
<td>0.96</td>
<td>70%</td>
<td>8.40</td>
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<tr>
<td>9%</td>
<td>1.08</td>
<td>75%</td>
<td>9.00</td>
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<tr>
<td>10%</td>
<td>1.20</td>
<td>80%</td>
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<tr>
<td>15%</td>
<td>1.80</td>
<td>85%</td>
<td>10.20</td>
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<tr>
<td>20%</td>
<td>2.40</td>
<td>90%</td>
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<td>25%</td>
<td>3.00</td>
<td>95%</td>
<td>11.40</td>
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<tr>
<td>30%</td>
<td>3.60</td>
<td>100%</td>
<td>12.00</td>
</tr>
</tbody>
</table>

Cognizant Federal Agency:
DHHS, Edwin Miranda (212) 264-6221

DHHS Rate Agreement – dated 7/10/2018
F&A Base: Modified Total Direct Costs (MTDC)

NRSA Training Grants & Fellowships:

Postdoctoral Fellows:
Stipend: $50,004 (“0” level); Inst. Allowance: $10,850

Predoctoral Fellows/Graduate Students:
Stipend: $24,816; Inst. Allowance: $4,200

UCH Graduate Assistant Stipend: $30,500

Facilities & Administrative (F&A) Cost Rates
Research: (7/1/18 - 6/30/19) 62.5% (eff. 7/1/19) 64%
Other Sponsored Program/Activity:
Instruction (On Campus): 38%
Off Campus – All Activities: 26%
Pharmaceutical Clinical Trials: 25%
Administrative Fees on Unrestricted Gifts: 5%

Tuition Requests – Fellowships/Training Grants
Academic Year 2019-2020
PhD (in-state): $16,300 (9 credits) + $584 fees = $16,884
PhD (out-of-state): $38,212 (9 credits) + $584 fees = $38,796
MD: $38,585 + $3,035 fees = $41,620 (in-state)
MD: $35,810 + $2,752 fees = $38,562 (in-state)

Fringe Rates
Employee Class | DHHS Rates Submitted for (FY20) | Rates for Grant Proposals (Future Years)
Faculty | 45.5% | 48%
UHP | 71.5% | 74%
Grad Asst / Foreign Nat’l | 18.7% | 20%
Special Payroll | 14.2% | 16%
Classified | 79.0% | 79%

♦ UCH/State of CT Fiscal Year: July 1–June 30
♦ A-133 Audit Report
♦ Federal Fiscal Year: October 1–September 30
♦ NIH Parent Announcements (R, T, K, F)
♦ DHHS Salary Cap: $192,300 (NOT-QD-19-099)

SPS Routing Deadlines
STREAMLINE ROUTE:
** Due 5 days prior to Sponsor’s deadline **
♦ Permitted when SPS is submitting the final application (NEW/RENEWAL applications only).
♦ Include IPR form (routing), budget, budget justification, abstract/SOW, consortium documents & pages requiring institutional signature.

FINAL APPLICATIONS:
Due NOON the day prior to Sponsor’s deadline

Financial Contact (mail checks to):
David Larkin, Director
Sponsored Program Services
Ph: (860) 679-8816 Fax: (860) 679-4014
dlarkin@uchc.edu MC 5335

Authorized Institutional Official:
Paul Hudobenko, Director
Sponsored Program Services
Ph: (860) 679-4040 Fax: (860) 679-4014
grantaward@uchc.edu MC 5335

Director:
Paul Hudobenko: hudobenko@uchc.edu x 3951

Sponsored Programs Specialists:
Hanna Koziol: hkoziol@uchc.edu x 8734
Jen Mackowski: jmackowski@uchc.edu x 6521
Tracy M. Root: troot@uchc.edu x 2434
Pam Vachon: vachon@uchc.edu x 8708
Wendy Walsh: wewalsh@uchc.edu x 5472

SPS Contract Specialist:
Jennifer Pomales: pomales@uchc.edu x 7937

SPS Program Coordinators:
Barbara Caron: bcaron@uchc.edu x 7647
Zofia Gil: zofia@uchc.edu x 7222
Margaret Machaj: machaj@uchc.edu x 8737
Patricia Olsen: olsen@uchc.edu x 3155
Pam Salka: psalka@uchc.edu x 4067