SPONSORED PROGRAM SERVICES
Proposal Preparation - QUICK FACTS

**% Effort → Calendar Months**

<table>
<thead>
<tr>
<th>% Effort</th>
<th>Cal mos</th>
<th>% Effort</th>
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</tr>
</thead>
<tbody>
<tr>
<td>1%</td>
<td>0.12</td>
<td>35%</td>
<td>4.20</td>
</tr>
<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>
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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>
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<td>65%</td>
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<td>70%</td>
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<td>75%</td>
<td>9.00</td>
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<tr>
<td>10%</td>
<td>1.20</td>
<td>80%</td>
<td>9.60</td>
</tr>
<tr>
<td>15%</td>
<td>1.80</td>
<td>85%</td>
<td>10.20</td>
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<tr>
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<td>2.40</td>
<td>90%</td>
<td>10.80</td>
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<tr>
<td>25%</td>
<td>3.00</td>
<td>95%</td>
<td>11.40</td>
</tr>
<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) 264-2069

**DHHS Rate Agreement – dated 5/20/2021**
F&A Base: Modified Total Direct Costs (MTDC)

**Facilities & Administrative (F&A) Cost Rates**
Research: 64%
Other Sponsored Program/Activity: 38%
Instruction (On Campus): 54%
Off Campus – All Activities: 26%
Pharmaceutical Clinical Trials: 25%
Administrative Fees on Unrestricted Gifts: 5%

**Fringe Rates**

<table>
<thead>
<tr>
<th>Employee Class</th>
<th>DHHS Proposed Rates for (FY22)</th>
<th>Rates for Grant Proposals (Future Years)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>41.7%</td>
<td>44%</td>
</tr>
<tr>
<td>UHP</td>
<td>62.1%</td>
<td>64%</td>
</tr>
<tr>
<td>Grad Asst / Foreign Nat’l</td>
<td>22%</td>
<td>22%</td>
</tr>
<tr>
<td>Special Payroll</td>
<td>16%</td>
<td>16%</td>
</tr>
<tr>
<td>Classified</td>
<td>79.0%</td>
<td>79%</td>
</tr>
</tbody>
</table>

**Important Numbers**
- Legal Name: University of Connecticut Health Center
- PHS Entity Number (EIN): 1521725543A1
- IRS Tax ID Number (TIN): 52-1725543
- Tax Exempt Status: 501(c)(1)
- Congressional District: CT-005
- DUNS Number: 02-225-4226
- Human Subjects Assurance #: 00006064
- Animal Welfare Assurance #: A3471-01
- Comm. & Gov. Entity (CAGE): 1G782

**NRSA Training Grants & Fellowships:**

- **Predoctoral Fellows/Graduate Students:**
  - Stipend: $25,836 Inst. Allowance: $4,200
- **Postdoctoral Fellows:**
  - Stipend: $53,760 ("0" level) Inst. Allowance: $11,850
- **UCH Graduate Assistant Stipend:** $32,000

**Tuition and Fees** (in-state)
- PhD (in-state): $17,532 (9 credits) + $584 fees = $18,116
- MD: $41,697 + $2,785 fees = $44,482 (in-state)
- DMD: $38,360 + $2,939 fees = $41,299 (in-state)

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

**Approved 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: vgil@UCHC.EDU  x 7222
- Margaret Machaj: machaj@UCHC.EDU  x 8737
- Patricia Olsen: olsen@UCHC.EDU  x 3155
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**PROPOSAL SUBMISSION POLICY AND DUE DATES**

**Full Business Days Before Submission Deadline**
- > 6 days: PI provides app. components to local grants admin.
- 5 days: IPR & draft application (final admin components and draft scientific components) submitted to SPS
- 5-2 days: SPS reviews and provides feedback/comments
- 2 days: corrections made based on feedback/comments
- **Noon day before deadline:** Final application provided to SPS including PI’s authorization to submit to sponsor
- **0-1 days before deadline:** Application submitted by SPS

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