

## Institutional and Fiscal Data

<b>USEFUL INFORMATION FOR PROPOSALS</b>	
Applicant Institution	University of North Carolina at Greensboro
Authorized Institutional Signatures/Chancellor Designee	Dr. Valera Francis Director of Sponsored Programs Charna Howson Associate Director of Sponsored Programs
Mailing Address	UNCG Office of Sponsored Programs PO Box 26170 1111 Spring Garden St.
Courier Delivery Address	1713 Moore Humanities and Research Administration Bldg. Greensboro, NC 27402-6170
Telephone Number	(336) 334-5878
FAX Number	(336) 334-3140
Email Address URL	<a href="mailto:research@uncg.edu">research@uncg.edu</a> <a href="http://www.uncg.edu/rss">http://www.uncg.edu/rss</a>
Financial Officer/Fiscal Agent	Marie Louise (Lou) W. Harrell, Director UNCG Office of Contracts & Grants PO Box 26173 Room 2511 Moore Humanities and Research Administration Bldg Greensboro, NC 27402-6173
Telephone Number	(336) 334-5091
FAX Number	(336) 256-2599
Email Address	<a href="mailto:lou_harrell@uncg.edu">lou_harrell@uncg.edu</a>
IRB Assurance Number	FWA00000216 (expires 4/5/2010) <a href="http://ohrp.cit.nih.gov/search/asurdtl.asp?ASURID=2735&amp;ASURIDENT=FWA00000216&amp;asutyp=X">http://ohrp.cit.nih.gov/search/asurdtl.asp?ASURID=2735&amp;ASURIDENT=FWA00000216&amp;asutyp=X</a>
IRB Registration Number	IRB00000894
IACUC Assurance Number	A3706-01
CRS EIN Number	1566001468A1
DUNS Number	616152567
Federal Employer ID	56-6001468
Cage Code	09GC3
NCES#	N/A (See FIPS Code or IPEDS #)
FIPS Code	37
IPEDS	199148
UNCG US Congressional District	13
Other NC Congressional Districts	<a href="http://www.fws.gov/southeast/pubs/maps/nc.pdf">http://www.fws.gov/southeast/pubs/maps/nc.pdf</a>
NC House District	89
NC Senate District	32
County	Guilford

<b>INDIRECT COST RATES</b> ( <a href="http://fsv.uncg.edu/contractsandgrants/indirectcost04.pdf">http://fsv.uncg.edu/contractsandgrants/indirectcost04.pdf</a> )	
Federally negotiated F&A Agreement with the US Department of Health and Human Services (Indirect Cost Rate)	39.5% MTDC (effective 7/1/04)
Off Campus Indirect Cost Rate	26% MTDC (effective 7/1/04)
Cognizant Agency:	US DHHS, William G. Logan 202-401-2808

<b>PERSONNEL COMPENSATION</b> ( <a href="http://www.uncg.edu/hrs/">http://www.uncg.edu/hrs/</a> )	
Position Classification	<a href="http://ncosp.osp.state.nc.us/Secure/Pmis/JobClass/JCMajorOC.html">http://ncosp.osp.state.nc.us/Secure/Pmis/JobClass/JCMajorOC.html</a>
Fringe Benefits rules	<a href="http://www.osp.state.nc.us/sal-bene.htm">http://www.osp.state.nc.us/sal-bene.htm</a>
Fringe Benefit Rates	A composite fringe benefit rate of <b>28 %</b> should be used for permanent three quarter- to full-time personnel in proposal writing, except in cases where the sponsor requires otherwise. Please note the composite fringe benefit rate is a historical average. For assistance with fringe benefit compensation, contact the Office of Contracts and Grants at (336) 334-5091.

**NOTE:** Faculty summer salary while on a grant/contract is generally figured on the basis of 1/9 of the academic year salary per month of the grant-related activity. Salary support during the summer may be for up to three months (3/9) if the funding agency approves.

**NOTE:** Unemployment/workers compensation insurance is charged for all persons who are employed by a grant or contract. The rate is .3 percent multiplied by total budgeted salaries (0.003 x salary).

<b>GRADUATE STUDENT STIPENDS</b> ( <a href="http://www.uncg.edu/grs/financial/fellowships_assistantships.html">http://www.uncg.edu/grs/financial/fellowships_assistantships.html</a> )	
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**Note:** The total support package for a graduate student may include tuition and fees; these costs should be figured into your budget.

<b>UNDERGRADUATE STUDENT TUITION/FEES</b>	<a href="http://web.uncg.edu/adm/steps/cost.htm">http://web.uncg.edu/adm/steps/cost.htm</a>
<b>FULL-TIME GRADUATE STUDENT TUITION/FEES</b>	<a href="http://www.uncg.edu/grs/financial/estimatedcost.html">http://www.uncg.edu/grs/financial/estimatedcost.html</a>

**Minimum wage is \$6.15 per hour.** There is no maximum rate though hourly rates should be equitable, consistent with the discipline and type of work performed. To calculate a semester's salary from an hourly rate, base it on 83 instructional days per semester. This applies to undergraduate assistants as well as to graduate students who are being paid on an hourly basis. Hourly rates for student assistants range from the minimum wage to as high as \$10 per hour depending on the type of work performed.

<b>CURRENT RATES FOR TRAVEL REIMBURSEMENT</b>	
Travel meals and per diem rates	Travel Policy 5 <a href="http://fsv.uncg.edu/policiesandprocedures_travel/policiesandprocedures_travelpolicy5.html">http://fsv.uncg.edu/policiesandprocedures_travel/policiesandprocedures_travelpolicy5.html</a>
Transportation and Mileage	Travel Policy 7 <a href="http://fsv.uncg.edu/policiesandprocedures_travel/policiesandprocedures_travelpolicy7.html">http://fsv.uncg.edu/policiesandprocedures_travel/policiesandprocedures_travelpolicy7.html</a> <b>Motor Pool:</b> (336) 256-0435
Foreign currency exchange rates	Federal Reserve - <a href="http://www.federalreserve.gov/releases/h10/update/">http://www.federalreserve.gov/releases/h10/update/</a> IRS - <a href="http://www.irs.gov/businesses/small/article/0,,id=130524,00.html">http://www.irs.gov/businesses/small/article/0,,id=130524,00.html</a>

Airfare should always be computed on the basis of current rates for coach ticket plus an inflation factor of approximately 10 percent.

**International travel:** Proposals submitted to **federal** funding agencies that include out-of-country travel may request the subsistence rate published in the *Federal Register* for that location. The *Federal Register* rates for out-of-country travel are available on-line (<http://www.state.gov/m/a/als/prdm/2005/46927.htm>) through the US Department of State.

If a Principal Investigator elects to claim the federal per diem, the published per diem is the maximum amount that can be reimbursed. **Excess subsistence for lodging will not be allowed.** A receipt for lodging expenses from a commercial lodging establishment must be presented for reimbursement.

**Note:** For a more detailed description of the UNCG travel regulations, see the *Travel* section of *Policies and Procedures* from the Financial Services website (<http://fsv.uncg.edu/policiesandprocedures.html>) and/or consult with the person who handles travel audit in the Office of Financial Services.