OFFICE OF RESEARCH SERVICES
HEALTH SCIENCES CAMPUS
GENERAL INFORMATION

Official Name & Address

Loyola University of Chicago
2160 S. First Avenue
Maywood, Illinois 60153-3328
Research Office General Phone (708) 216-8434
Research Office Fax (708) 216-8231

Authorized Institutional Officials (Signatories)

Meharvan Singh, PhD
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Susan J. Pugl
Director of Grants Administration
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708-216-8537
smeyer1@luc.edu

Indicate Dr. Singh for ink signatures.
Indicate Ms. Pugl for electronic signatures

General Institutional Information

Unique Entity ID (UEI)..........................................................RFRPFMNR8LA5
SAM Registry Expiration Date .................................................07/20/2024
Entity ID Number................................................................1361408475A2
Federal Tax ID Number..........................................................36-1408475
DUNS Number – Health Sciences Campus..............................791277940
Congressional District .........................................................IL-007
CAGE (Commercial and Government Entity) Code ..............9M268
IPF (NIH Institution Profile Module) Code...............................4689203
IRB FWA – Human Subjects Assurance Number .................00017487
IACUC Animal Welfare Assurance Number ........................A3117-01
FICE (Federal Interagency Committee on Education) Number .001710
IDHR (Illinois Department of Human Rights) Number ..........91707-00-0
NTEE (National Taxonomy of Exempt Entities) Code ............B43
European Union Participant Identification Code (PIC) ..........912874276

Other Entities:
LUC – Lake Shore Campus UEI ...........................................CVNBL4GDUKF3
LUC – Lake Shore Campus DUNS Number ............................074368911
LUMC (hospital) UEI .........................................................KFHAPTFKCAG9
LUMC (hospital) DUNS Number ..........................................963910265
LUMC (hospital) Federal Tax ID ..........................................36-4015560
CARES (Hines VA non-profit) UEI .....................................LBLNMRYNA6J6
CARES (Hines VA non-profit) DUNS Number .......................187174339

FILED ASSURANCES:
• CIVIL RIGHTS - TITLE VI (#23-0580) (HEW 441).Filed Date: 06/19/2001 (HHS690)
• HANDICAPPED INDIVIDUALS - SECTION 504 Filed Date: 06/19/2001 (HHS690)
• SEX DISCRIMINATION - TITLE IX.File Date: 06/19/2001 (HHS690)
• AGE DISCRIMINATION ..............................................Filed Date: 06/19/2001 (HHS690)
• DRUG-FREE WORKPLACE ............................................Filed Date: 04/06/1989
• SCIENTIFIC MISCONDUCT (#4689201).Filed Date: 01/30/1998 (HHS6315)
• DRUG-FREE ASSURANCE:...........................................Filed Date: 04/06/1989
• DEA REGISTRATION:..................................................PLO182188

Page 1 of 8
Budget Information

**FY24 Fringe Benefit Rates SSOM/PARKS**
- Full-Time Faculty: 25.0%
- Full-Time Staff: 26.6%
- Part-Time Faculty & Staff: 7.9%

Graduate Student Tuition: 35.2%
Grad Student Health Insurance: 13.4%
Total Grad Student Benefits: 48.6%
Non-Grant AU Fringe Rate: 30.0%

DHHS Salary Cap = Calendar Year 2023: $212,100
DHHS Salary Cap = Calendar Year 2024: $221,900

NIH NRSA Predoctoral Stipend = $27,144

**NIH NRSA Postdoctoral Years of Experience and Stipend Levels**
- 0: $56,484
- 1: $56,880
- 2: $57,300
- 3: $59,592
- 4: $61,572
- 5: $63,852
- 6: $66,228
- 7 or More: $68,604

Federal Mileage Rate for Calendar Year 2024 = $0.67 per mile

Capital Equipment ≥ $5,000

Future year increases = 3%

**Cost Sharing (Including In-Kind or Matching Funds):** Requests to include cost share (including in-kind or matching funds) must be pre-approved by Dr. Meharvan Singh, Vice Provost for Research. Be mindful that cost sharing negatively impacts our future F&A rates. F&A is used to help cover our operating costs (staff salary, utilities, building maintenance, etc.), so it is important that we recover all we can.

**Maximum Faculty Research Effort**
- Faculty members should not have more than 90% total effort allocated to extramurally funded projects.
- Effort contributions above 90% must be approved by the Vice Provost for Research.
- Under no circumstances should any faculty member have effort commitments above 95%.

**Facilities and Administrative Costs (F&A), a.k.a. Indirect Costs (IDC)**

Cognizant Agency: DHHS Contact Person: Arif Karim, 214-767-3261
DHHS Agreement Date: 06/27/2023
Base: Modified Total Direct Cost (MTDC)

Exemptions: Equipment, capital expenditures, charges for patient care, (facility) rental costs, tuition remission, scholarships and fellowships, participant support costs, and the portion of each subaward in excess of $25,000.
F&A Rates

Sponsored Projects:

<table>
<thead>
<tr>
<th>Fiscal Year (July-June)</th>
<th>On-Campus Organized Research</th>
<th>On-Campus *Other Sponsored Activity</th>
<th>Off-Campus All Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY24</td>
<td>54.0%</td>
<td>40%</td>
<td>26%</td>
</tr>
</tbody>
</table>

*Other Sponsored Activity includes programs and projects that involve the performance of work other than organized research or instruction (e.g., community service, public outreach, conferences, and seminars) or for activities where there is no training of students, data collection, or evaluation of any kind.

Reduction or Waiver of F&A Rates:

Requests to either reduce or waive our F&A rates must be pre-approved by Dr. Meharvan Singh, Vice Provost for Research. Be mindful that reductions/waivers of F&A result in cost sharing, which negatively impacts our future F&A rates. F&A is used to help cover our operating costs (staff salary, utilities, building maintenance, etc.), so it is important that we recover all we can.

F&A Rates for Multi-Year Funding Cycles:

The University has decided to apply the F&A rate that is in effect as of the start of the individual project/competitive segment and then hold that rate constant for the duration of the funding cycle. Current and historic rates are available at: https://www.luc.edu/spa/rates.shtml#fringe

Research Administration

Vice Provost for Research

Meharvan Singh, PhD
msingh@luc.edu

Tina Rutschman, x68434 Executive Assistant
trutschman@luc.edu

Samantha Bynum, MS, x65139 Program Manager
sbynum1@luc.edu

Brianna Burke, MBA, x64282 Associate Business Director
bburke5@luc.edu

Office of Research Services

Grant Administration

Review, endorsement, and execution of grant applications, statements of intent, and template (FDP and Loyola) subaward agreements; award receipt and processing; and postaward submissions to sponsors

Susan Pugl, CRA, x68537 Director of Grants Administration
smeyer1@luc.edu

Rosaria Aguirre, MEd, CRA, x68975 Senior Grant Administrator
raguirre@luc.edu

Tracy Foxworth, MS, CRA, x68797 Senior Grant Administrator
tfoxwor@luc.edu

Contract Administration

Negotiation and execution of agreements; including clinical trial (CTA), non-disclosure (NDA), confidentiality disclosure (CDA), data use (DUA), material transfer (MTA), service, and non-template subawards

Nicole Pisano, JD, x62694 Director of Contracts and Research Policy
npisano@luc.edu

Lauren Feilich Grant and Contract Specialist
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Marina White Senior Contract Analyst
Mwhite31@luc.edu
Clinical Research

**Clinical Research Office**
Colleen Fitzgerald, MD, x63387
Medical Director
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Michael Allegretti, x68433
Regulatory Manager
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**LUMC (Hospital) Clinical Research Office**
Katie Van Meurs, x64412
Clinical Research Operations Manager (LUMC)
katherine.vanmeurs@lumc.edu

**LUMC (Hospital) Grant Office**
Kourtney Engler
Director, Grants (LUMC)
kourtney.king@luhs.org

Regulatory Compliance & Committee Information

**Institutional Review Board (IRB)**
Federal Wide Assurance No. 00017487
Approval expires 12/07/2027

Robert Wagner, MD, x68667
Chair
rwagner@lumc.edu

Cynthia Tom, MA, x66198
Director, Human Research Protections
ctom@luc.edu

**Institutional Animal Care & Use Committee (IACUC)**
Multiple Project Assurance No. A3117-01
Approval expires: 02/28/2026
AAALAC Accredited (#000180, issued 11/18/2022)
USDA Licensed (#33-R-0024)
OLAW (D16-00074, expires 02/28/2026)

Walter Jeske, PhD, x72842
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wjeske@luc.edu
Angie Carrico, DBioethics, x64608
Assistant Director
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Linda Millbrandt, MS, x64567
Asst Director, Human Research Protections Program
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Conflict of Interest in Research Committee
Jeanine Walenga, PhD, x72841
Co-Chair
jwaleng@luc.edu

Linda Millbrandt, x64567
Director, Office of Research Conflict of Interest
Co-Chair
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Institutional Biosafety Committee (IBC)
Thomas Gallagher, PhD, x64850
Chair
tgallagher@luc.edu

Matthew Hejna, x66738
IBC Coordinator
mhejna@luc.edu

Radiation Safety
Robert Wagner, MD, x68667
Chair
rwagner@lumc.edu

PHS NIH Public Access Monitor
Jonna Peterson, MLS, x65303
Associate Director, Health Sciences Library
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Internal Funding Opportunities

Research Funding Committee (RFC)
Alan Wolfe, PhD, x65814
Committee Chair
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Samantha Bynum, MS, x65139
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Center for Health Outcomes and Informatics
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Funding Committee Chair
kbobaby@luc.edu

Kelly Quinn, x62393
Committee Coordinator
equinn@luc.edu

Health EQ Collaborative (Health Disparities)
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Funding Committee Chair
kbobaby@luc.edu

Kelly Quinn, x62393
Committee Coordinator
equinn@luc.edu
### Postaward Administration and Finance/Business Operations

<table>
<thead>
<tr>
<th>Financial Services</th>
<th>School Business Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joanna Nabozna-Wasilewska, x65804</td>
<td>Samantha Dummm, MBA, x79012</td>
</tr>
<tr>
<td>Director of Finance</td>
<td>Administrative Director, PARKS</td>
</tr>
<tr>
<td><a href="mailto:jnabozn@luc.edu">jnabozn@luc.edu</a></td>
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</tr>
<tr>
<td>Juana Arauz, x63759</td>
<td>Annie McCormack, x62226</td>
</tr>
<tr>
<td>Senior Financial Analyst</td>
<td>Director of Finance and Business Operations, MNSON</td>
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</tr>
<tr>
<td>Guadalupe Pastenes, x68783</td>
<td>Kristin Wojtulewicz, x72703</td>
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<tr>
<td>Financial Analyst</td>
<td>Director of Business Operations, SSOM</td>
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<td><a href="mailto:kwojtul@luc.edu">kwojtul@luc.edu</a></td>
</tr>
</tbody>
</table>

### Financial Officer Responsible for Fiscal Reporting and Where Payment Should Be Sent

Brian Slavinskas, x58730  
Associate Vice President  
Sponsored Program Accounting  
[bslavin@luc.edu](mailto:bslavin@luc.edu)

Loyola University Chicago  
Sponsored Program Accounting  
820 N. Michigan Avenue  
Lewis Towers, 13th Floor  
Chicago, IL 60611  
Phone 312-915-8723  
Fax 312-915-8705  
Sponsored Program Accounting Central Email: [grntcon@luc.edu](mailto:grntcon@luc.edu)

**Invoice Email Addresses for Subrecipients:**
- For outgoing subawards (Loyola is the pass-through entity): [submonitoring@luc.edu](mailto:submonitoring@luc.edu)
- For incoming subawards (Loyola is the subrecipient): [grntcon@luc.edu](mailto:grntcon@luc.edu) and your SPA grant administrator

Please refer to the Sponsored Program Accounting website for current staff listing:  
[http://www.luc.edu/spa/contact_us.shtml](http://www.luc.edu/spa/contact_us.shtml)

### Graduate School

Mitch Denning, PhD, x73358  
Associate Dean for Graduate Education, SSOM  
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Graduate Programs Administrator, SSOM  
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TBD  
Student Program Recruiter, SSOM
### HSC Schools

<table>
<thead>
<tr>
<th>STRITCH SCHOOL OF MEDICINE (SSOM)</th>
<th>MARCELLA NIEHOFF SCHOOL OF NURSING (MNSON)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Dean</strong></td>
<td><strong>Dean</strong></td>
</tr>
<tr>
<td>Sam Marzo, MD</td>
<td>Lorna Finnegan, PhD, MSN</td>
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<tr>
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<td>Mickie Ansted, x69277</td>
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<tr>
<td><strong>Assistant Dean for Student Research (STAR)</strong></td>
<td><strong>Associate Dean for Research</strong></td>
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<tr>
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<tr>
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<td><strong>Research</strong></td>
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<tr>
<td>Ruben Mestril, PhD</td>
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<tr>
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<td><strong>PARKINSON SCHOOL OF HEALTH SCIENCES AND PUBLIC HEALTH (PARKS)</strong></td>
</tr>
<tr>
<td>Mike Budzynski, MBA, x64976</td>
<td><strong>Dean</strong></td>
</tr>
<tr>
<td>Vice Dean of Administration</td>
<td>Elaine Morrato, DrPH, MPH, CPH</td>
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<tr>
<td></td>
<td><strong>Associate Dean for Research and Scholarship</strong></td>
</tr>
<tr>
<td></td>
<td>Pamela Xaverius, PhD, MBA</td>
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<tr>
<td></td>
<td>Samantha Dumm, MBA, x79012</td>
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<tr>
<td><strong>Research</strong></td>
<td><strong>Research</strong></td>
</tr>
<tr>
<td></td>
<td>Molly McAdam, x79009</td>
</tr>
<tr>
<td></td>
<td>Grant Administrator</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:mmcadam@luc.edu">mmcadam@luc.edu</a></td>
</tr>
</tbody>
</table>

**Tuition and Fees:**
Please refer to the Office of the Bursar’s website for the most updated figures:
[https://www.luc.edu/bursar/ tuitionfees/](https://www.luc.edu/bursar/tuitionfees/)
Office of the Provost

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Meagan Spellman
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CARES at Hines VA

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April Morales
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UEI ................................................................................................................................................... LBLNMRYNA6J6
DUNS Number .............................................................................................................................................. 187174339

Last updated: March 15, 2024