OFFICE OF RESEARCH SERVICES
HEALTH SCIENCES CAMPUS
GENERAL INFORMATION

**Official Name & Address**

Loyola University of Chicago
2160 S. First Avenue
Maywood, Illinois 60153-3328

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Research Office Fax (708) 216-8231

**Authorized Institutional Officials (Signatories)**

Meharvan Singh, PhD
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Susan J. Pugl
Assistant Director of Research Administration
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*Indicate Dr. Singh for ink signatures.*

*Indicate Ms. Pugl for electronic signatures*

**General Institutional Information**

- **Unique Entity ID (UEI)**: RFRPFMNR8LA5
- **SAM Registry Expiration Date**: 09/16/2023
- **Entity ID Number**: 1361408475A2
- **Federal Tax ID Number**: 36-1408475
- **DUNS Number – Health Sciences Campus**: 7912777940
- **Congressional District**: IL-007
- **CAGE (Commercial and Government Entity) Code**: 9M268
- **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)**: 955390443

**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 504Filed Date: 06/19/2001 (HHS690)
- SEX DISCRIMINATION - TITLE IXFiled Date: 06/19/2001 (HHS690)
- AGE DISCRIMINATIONFiled Date: 06/19/2001 (HHS690)
- DRUG-FREE WORKPLACEFiled Date: 04/06/1989
- SCIENTIFIC MISCONDUCT (#4689201)Filed Date: 01/30/1998 (HHS6315)
- DRUG-FREE ASSURANCEFiled Date: 04/06/1989
- DEA REGISTRATION:

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Budget Information

**FY22 Fringe Benefit Rates SSOM/PARKS**
- Faculty: 19.0%
- Staff: 19.9%
- Graduate Student Tuition: 35.4%
- Grad Student Health Insurance: 12.1%
- Part-Time Faculty & Staff: 7.8%
- Non-Grant AU Fringe Rate: 30.0%

**FY22 Fringe Benefit Rates MNSON**
- Faculty: 21.0%
- Staff: 22.2%
- Graduate Student Tuition: 35.4%
- Grad Student Health Insurance: 12.1%
- Part-Time Faculty & Staff: 7.8%

**FY23 Fringe Benefit Rates SSOM/PARKS**
- Faculty: 9.4%
- Staff: 12.3%
- Graduate Student Tuition: 35.0%
- Grad Student Health Insurance: 12.6%
- Part-Time Faculty & Staff: 7.5%
- Non-Grant AU Fringe Rate: 30.0%

**FY23 Fringe Benefit Rates MNSON**
- Faculty: 14.2%
- Staff: 15.9%
- Graduate Student Tuition: 35.0%
- Grad Student Health Insurance: 12.6%
- Part-Time Faculty & Staff: 7.5%

DHHS Salary Cap = Calendar Year 2023: $212,100  
(Calendar Year 2022: $203,700)

NIH NRSA Predoctoral Stipend = $27,144

NIH NRSA Postdoctoral Years of Experience and Stipend Levels

<table>
<thead>
<tr>
<th>Years of Experience</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>$56,484</td>
</tr>
<tr>
<td>1</td>
<td>$56,880</td>
</tr>
<tr>
<td>2</td>
<td>$57,300</td>
</tr>
<tr>
<td>3</td>
<td>$59,592</td>
</tr>
<tr>
<td>4</td>
<td>$61,572</td>
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<tr>
<td>5</td>
<td>$63,852</td>
</tr>
<tr>
<td>6</td>
<td>$66,228</td>
</tr>
<tr>
<td>7 or More</td>
<td>$68,604</td>
</tr>
</tbody>
</table>

Federal Mileage Rate for Calendar Year 2023 = $0.655 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% effort, in total, 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: 09/07/2022  
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>FY23</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](https://www.luc.edu/spa/rates.shtml#fringe)

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**Research Administration**

**Vice Provost for Research**
Meharvan Singh, PhD
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Tina Rutschman, x68434
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Samantha Bynum, MS, x65139
Program Manager
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**Office of Research Services**
Laura Lindley, MA, x62636
Senior Director of Research Administration
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**Grant Administration**

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

Susan Pugl, CRA, x68537
Assistant Director
smeyer1@luc.edu

Rosaria Aguirre, MEd, CRA, x68975
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Tracy Foxworth, MS, CRA, x68797
Senior Grant Administrator
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Grant Administration Central Email
researchHSD@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
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**Clinical Research**

**Clinical Research Office**
Colleen Fitzgerald, MD, x63387  
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**LUMC (Hospital) Clinical Research Office**
Katie Van Meurs, x64412  
Clinical Research Operations Manager (LUMC)  
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**Cancer Center Clinical Trials Office**
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**Regulatory Compliance & Committee Information**

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

Bushra Muneer, PharmD, x66225  
Chair  
bmuneer@lumc.edu

Cynthia Tom, MA, x66198  
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Angie Carrico, DBioethics, x64608  
Assistant Director  
acarrico@luc.edu

Linda Millbrandt, MS, x64567  
Asst Director, Human Research Protections Program  
lmillbr@luc.edu

**Institutional Animal Care & Use Committee (IACUC)**
Multiple Project Assurance No. A3117-01  
Approval expires: 02/28/2026

Walter Jeske, PhD, x72842  
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Antonio Valero, DVM, LATG, CPIA, x64288  
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Peggie Young, x65997  
Administrative Secretary  
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Financial Officer Responsible for Fiscal Reporting and Where Payment Should Be Sent

Brian Slavinskas, x58730
Associate Vice President
Sponsored Program Accounting
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

Invoice Email Addresses for Subrecipients:
For outgoing subawards (Loyola is the pass-through entity): submonitoring@luc.edu
For incoming subawards (Loyola is the subrecipient): 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

Graduate School

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Graduate Student Stipend (SSOM) $34,000
Graduate Student Stipend (MNSON) $28,000

Tuition and Fees:
Please refer to the Office of the Bursar’s website for the most updated figures:
https://www.luc.edu/bursar/tuitionfees/
HSC Schools

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### Office of the Provost

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Margaret Faut Callahan, CRNA, PhD, FNAP, FAAN</td>
<td>Provost &amp; Chief Academic Officer</td>
<td></td>
<td><a href="mailto:mcallahan3@luc.edu">mcallahan3@luc.edu</a></td>
</tr>
<tr>
<td>Gina Lopez</td>
<td>Executive Administrative Assistant</td>
<td>x57585</td>
<td><a href="mailto:glopez@luc.edu">glopez@luc.edu</a></td>
</tr>
<tr>
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<td>Vice Provost, Academic Finance and Operations</td>
<td>x57516</td>
<td><a href="mailto:jpappas@luc.edu">jpappas@luc.edu</a></td>
</tr>
<tr>
<td>Adam Shorter</td>
<td>Senior Director, Academic Business Operations</td>
<td>x87488, x57350, x68369</td>
<td><a href="mailto:ashorte@luc.edu">ashorte@luc.edu</a></td>
</tr>
</tbody>
</table>

### Office of Advancement

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrea Wynne</td>
<td>Associate Vice President, Health Sciences Division</td>
<td>x63209</td>
<td><a href="mailto:awynne@luc.edu">awynne@luc.edu</a></td>
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<td>Director, Corporate and Foundation Relations</td>
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</tr>
</tbody>
</table>

*Last updated: March 28, 2023*