# Official Name & Address

Loyola University Chicago  
2160 S. First Avenue  
Maywood, Illinois 60153-3328  
Research Office General Phone (708) 216-8433  
Research Office Fax (708) 216-8231

# Authorized Institutional Officials (Signatories)

<table>
<thead>
<tr>
<th>Official Name &amp; Address</th>
<th>Contact Information</th>
</tr>
</thead>
</table>
| Margaret Faut Callahan, CRNA, PhD, FNAP, FAAN | Provost for Health Sciences Division  
Office of the Provost  
Health Sciences Division  
2160 S. First Avenue  
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x63223  
researchhsd@luc.edu | Susan Pugl  
Assistant Director of Research Administration  
Office of Research Services  
Health Sciences Division  
2160 S. First Avenue  
x68537  
smeyer1@luc.edu |

Indicate Dr. Callahan for documents that require ink signature.  
Indicate Ms. Pugl for documents that require electronic signature.

# SSOM, MNSON, and ORS Contact Information

<table>
<thead>
<tr>
<th>Official Name &amp; Address</th>
<th>Contact Information</th>
</tr>
</thead>
</table>
| Stritch School of Medicine (SSOM)  
**Dean, SSOM**  
Steve Goldstein, MD, PhD  
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| Theresa Fuentes, x63223  
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Gail Hecht, MD  
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| Maria Pelc, x68434  
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| | **MNSON Research**  
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Indicate Dr. Callahan for documents that require ink signature.  
Indicate Ms. Pugl for documents that require electronic signature.

Indicate Dr. Callahan for documents that require ink signature.  
Indicate Ms. Pugl for documents that require electronic signature.
Office of Research Services  
(VACANT)  
Director

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LUMC/LUHS (hospital) DUNS Number .................... 963910265

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Assistant Dean for Basic Science and  
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Ruben Mestril, PhD  
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Administrative Secretary  
pyoung4@luc.edu

PHS NIH Public Access Monitor  
Jeanne Sadlik, x65304  
Associate Director, HSD Library  
jsadlik@luc.edu

General Information

<table>
<thead>
<tr>
<th>Organization Component Codes</th>
<th>01 School of Medicine</th>
</tr>
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<tbody>
<tr>
<td>Federal Tax ID Number</td>
<td>36-1408475</td>
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<tr>
<td>LUHS (hospital) Federal Tax ID Number</td>
<td>36-4015560</td>
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<tr>
<td>Entity ID Number</td>
<td>1361408475A2</td>
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<td>Congressional District</td>
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DUNS Number (LUC) 791277940  
LUMC/LUHS (hospital) DUNS Number 963910265
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..............................................Filed 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)
- AAALAC - FILE No. 000180.......................................................Filed Date: 11/17/2016
- USDA REGISTRATION………………………………………………. .33-R-024 expires 08/24/2020
- DRUG-FREE ASSURANCE: .....................................................Filed Date: 04/06/1989
- DEA REGISTRATION: ...................................................................PLO182188
- OLAW................................................................. DL 16-00074 expires 02/28/2018

Regulatory Compliance & Committee Information

**Institutional Review Board (IRB)**
Federal Wide Assurance No. 00017487
Approval expires 03/31/2020

- Kenneth Micetich, MD, x73144
  Chair
  kmiceti@lumc.edu

- Cynthia Tom-Klebba, x66198
  Director, Human Research Protections
cotomklebba@luc.edu

- Angie Carrico x64608
  IRB Coordinator
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- Linda Millbrandt x64567
  Regulatory Compliance Monitor
lmillbr@luc.edu

**Institutional Biosafety Committee (IBC)**
Thomas Gallagher, PhD, x64850
Chair
tgallagher@luc.edu

- Matthew Hejna x66738
  IBC Coordinator
mhejna@luc.edu

**Institutional Animal & Use Committee (IACUC)**
Multiple Project Assurance No. A3117-01
Approval expires: 02/28/2018
AAALAC Accredited (#000180, certified 11/19/2013)
USDA Licensed (#33-R-0024, through 08/24/2020)

- Jawed Fareed, PhD, x65581
  Chair
  jfareed@luc.edu

- Antonio Valero, DVM, LATG, CPIA, x64288
  IACUC Director
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- Peggie Young x65997
  Administrative Secretary
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**Comparative Medicine Facility**
Lee M. Cera, DVM, PhD, x66746
Director
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- Rose Buesing, BS, RLATG, x65165
  Assistant Director
rbuesing@luc.edu

- Barb Isdale, x69178
  Administrative Assistant
bisdale@luc.edu
## Budget Information

<table>
<thead>
<tr>
<th>Fringe Benefit Rates FY 2018 SSOM</th>
<th>Fringe Benefit Rates FY 2018 MSON</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>29.8%</td>
</tr>
<tr>
<td>Staff</td>
<td>29.8%</td>
</tr>
<tr>
<td>Graduate Students Tuition</td>
<td>33.2%</td>
</tr>
<tr>
<td>Grad Student Health Insurance</td>
<td>13.1%</td>
</tr>
<tr>
<td>Part-Time Faculty &amp; Staff</td>
<td>7.7%</td>
</tr>
<tr>
<td>Non-Grant AU Fringe Rate</td>
<td>31.5%</td>
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</table>

Federal Salary Cap = $187,000

NIH NRSA Predoctoral Stipend: $23,844

NIH NRSA Postdoctoral Years of Experience and Stipend Levels

<table>
<thead>
<tr>
<th>Years</th>
<th>Stipend</th>
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<tbody>
<tr>
<td>0</td>
<td>$47,484</td>
</tr>
<tr>
<td>1</td>
<td>$47,844</td>
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<td>2</td>
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<td>$52,140</td>
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<td>5</td>
<td>$54,228</td>
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<tr>
<td>6</td>
<td>$56,400</td>
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<tr>
<td>7 or More</td>
<td>$58,560</td>
</tr>
</tbody>
</table>

Mileage rate in Calendar Year 2017 = 53.5 cents per mile

Capital Equipment ≥ $5,000

Future year increases = 3%

**Cost Sharing (In-Kind or Matching Funds):** Requests to include cost share (including in-kind or matching funds) must be preapproved by Margaret Callahan, Provost for Health Sciences. 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.

## Facilities and Administrative Costs (F&A), or Indirect Costs (IDC)

Cognizant Agency: DHHS Contact Person: Arif Karim, 214-767-3261
DHHS Agreement Date: 07/30/2017
Effective 07/01/2017-06/30/2022
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

Federally 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>FY18</td>
<td>51.0%</td>
<td>40%</td>
<td>26%</td>
</tr>
<tr>
<td>FY19</td>
<td>52.0%</td>
<td>40%</td>
<td>26%</td>
</tr>
<tr>
<td>FY20</td>
<td>52.5%</td>
<td>40%</td>
<td>26%</td>
</tr>
<tr>
<td>FY21</td>
<td>53.5%</td>
<td>40%</td>
<td>26%</td>
</tr>
<tr>
<td>FY22</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.

Non-Federally Sponsored Projects: 26% of MTDCs (for-profit and non-profit).

Reduction or Waiver of F&A Rates:

Requests to either reduce or waive our F&A rates must be preapproved by Margaret Callahan, Provost for Health Sciences. 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.

Postaward Administration (Account Setup & Budget Appropriations)

**HSD Finance**
Lauren Hagan, x62231
Senior Associate Vice President and Controller
lhagan@luc.edu

Joanna Nabozna-Wasilewska, x65804
Director of Business Operations
jnabozn@luc.edu

Juana Arauz, x63759
Financial Analyst
jarauz@luc.edu

Rus Pascual, x66816
Assistant Director
epascu1@luc.edu

Eudith Vacio, x68783
Financial Analyst
evacio@luc.edu

Financial Officer Responsible for Fiscal Reporting and Where Checks Should Be Sent

Donna Quirk, MBA, x58723
Associate Vice President for Financial Administration and Compliance
dquirk@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

Please refer to the Sponsored Program Accounting website for current staff listing:
http://www.luc.edu/spa/contact_us.shtml
## Graduate School

Leanne Cribbs, PhD, Associate Dean for Graduate Education

Donna Buczek | x63650 | SSOM-ORSHS 300  
Ann Kennedy  | x63353 | SSOM-ORSHS 300  
Margarita Quesada | x63353 | SSOM-ORSHS 300

**Graduate Student Stipend (SSOM) $27,000**

**Graduate Student Stipend (MSON) $18,000**

### Tuition & Fees 2017-2018

**Tuition**

- Per credit hour $1,069.00

**Course Fees (per course):**

- Thesis Supervision: Course 595 $500.00
- Dissertation Supervision: Course 600 $1,935.00
- Master's Study: Course 605 $565.00
- Doctoral Study: Course 610 $1,350.00

**Mandatory Fees**

- Student Activity Fee, per semester (except for students in online programs) $60.00
- Health Services Fee, per semester (except for students in online programs) $167.00
- Fitness Center Fee, per semester (except for students in online programs) $172.00
- Student Health Insurance Premium, annually $2,925.00

For eligibility and information, visit [http://www.luc.edu/bursar/insurance.shtml](http://www.luc.edu/bursar/insurance.shtml)

**Other Graduate Fees**

- Fees payable at time of registration:
  - Matriculation Fee $100.00
  - Fees for All Schools and Divisions
    - Breakage/Damage Fee in Labs As billed
    - Judicial Fines As billed
    - Late Registration Fee (not refundable) $50.00
    - Late Payment Fee 1.5% monthly
    - Miscellaneous Charges As billed
    - Parking Permit Rates As billed
    - Parking Tickets/Fines As billed
    - Rambler Bucks As billed
    - Returned Check Fee $40.00
    - Room & Board Rates As billed
    - Room Damages Fees As billed

*Please note: Subject to change without notice*

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_Last updated: October 9, 2017_