

**Office of Research Administration (ORA)  
Proposal Preparation Information Sheet**

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***Frequently Used Information for Sponsored Research***

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<b>Applicant Organization and Address</b>	University of Medicine and Dentistry of New Jersey Robert Wood Johnson Medical School 401 Haddon Avenue Camden, NJ 08103-1505
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<b>Authorized Institutional Official</b>	Peter W. Melera, Ph.D. Associate Dean for Research Office of Research Administration 401 Haddon Avenue, Suite 150 Camden, NJ 08103-1505 Phone: (856) 757-2578 Fax: (856) 968-9563 Email: <a href="mailto:melerape@umdnj.edu">melerape@umdnj.edu</a>
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<b>Administrative Official to be notified if award is made</b>	Anthony L. Mayo Manager Grants and Contracts Liberty Plaza 335 George Street New Brunswick, NJ 08903 Phone: (732) 235-9898 Fax: (732) 235-9231 Email: <a href="mailto:grants_new_brunswick@umdnj.edu">grants_new_brunswick@umdnj.edu</a>
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<b>Type of Applicant Organization</b>	Public/State Controlled Institution of Higher Education
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<b>Entity Identification # (EIN)</b>	1221980408A5
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<b>DUNS #</b>	61-702-2384
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<b>Congressional District</b>	First
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<b>Animal Welfare Assurance #</b>	A3328
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<b>Human Subjects Assurance #</b>	FWA00001861
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<b>Commercial and Government Entity # (CAGE)</b>	4AX75
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<b>Federal Interagency Committee on Education # (FICE)</b>	024549
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<b>Tax Identification # (TIN)</b>	221980408
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<b>Fiscal Year</b>	July 1 to June 30
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**See ORA web site for complete proposal processing instructions**

[http://rwjms.umdnj.edu/research/orsp/ora\\_cam/staff\\_camden.html](http://rwjms.umdnj.edu/research/orsp/ora_cam/staff_camden.html)

**The following rates should be used when calculating all grant budgets**

**Fringe Benefits**

The **actual rate is 36.05%** for FY09. On a multi-year award, an additional 1% is to be added to each year concurrently. Current year salaries should increase by 4% each successive year. *If Cooper personnel are utilized, consult the Grant Office at Cooper for current rate information.*

**NIH Salary Cap**

196,700 (effective 1/01/09)

**Modified Total Direct Cost (MTDC)**

Excludes equipment, charges for patient care, and tuition remission, scholarships, and fellowships as well as the portion of each subcontract in excess of \$25,000.

**Indirect Costs / Facilities and Administrative Cost Rates (F&A)**

Federal Negotiated Rate is applicable to all federally sponsored research grants, contracts, and other Agreements (**DHHS Agreement Date: 10/19/06**).

Rate Description	Rate	Effective Period
On-Site	<b>56% of MTDC</b> (excluding equipment or patient care cost)	10/19/06-6/30/09
Off-Site	26%	10/19/06-6/30/09
Training Grants	8%	10/19/06-6/30/09

**Fees and Charges Related to Industry Support**

25% (minimum)

**Miscellaneous Information**

**Board of Trustees member list**

[http://www.umdnj.edu/about/about04\\_trustees.html](http://www.umdnj.edu/about/about04_trustees.html)

**Cognizant Federal Agency**

Department of Health and Human Services (DHHS)  
POC: Louis Martillotti, (212) 264-2069

**Additional Information to facilitate contracts and proposals through ORA**

**Required Approvals:** *All proposal applications must be internally processed and signed by Dr. Melera (authorized official) prior to submission to the funding agency.*

- Transmittal and Approval Form for Grants and Contracts (GAFA)
- Investigator Financial & Other Personal Interests Form
- Principal Investigator Assurance Form (for NIH only)

**See ORA web site for forms and instructions**

[http://rwjms.umdnj.edu/research/orsp/ora\\_cam/staff\\_camden.html](http://rwjms.umdnj.edu/research/orsp/ora_cam/staff_camden.html)

Provide ORA a copy of the complete proposal application for review ten **(10) business days prior to submission deadline.**

Grants & Contracts must have ten **(10) business days to review**, and approve proposal budget prior to the submission deadline.

ORA require **two (2) printed copies of the FINAL** proposal application for all submissions.