

USF Sponsored Research Fact Sheet

Updated: April 27, 2018

*Fringe Rates Crosswalk, see Page 4**

Owner: USF Research & Innovation	Who to Contact
SRA & GFA Contact List http://www.usf.edu/research-innovation/sr/documents/sr-contact-list.pdf	Sponsored Research Connie Carr, Administrative Specialist ccarr1@usf.edu , or 813-974-2404
Sponsored Research Address http://www.usf.edu/research-innovation/sr/contact.aspx Research Foundation Address http://www.research.usf.edu/resource/NET/usfri-rf-contacts.asp?division=4	Sponsored Research Connie Carr, Administrative Specialist ccarr1@usf.edu , or 813-974-2404 Research Foundation 813.974.1082
System for Award Management http://www.usf.edu/research-innovation/sr/documents/sam-registration.pdf	Sponsored Research Kevin Reyes, User Application Specialist krreyes@usf.edu or 813-974-8566
Acquisition Resource Center http://www.usf.edu/research-innovation/sr/documents/nsa-arc.pdf	Sponsored Research Administrator
Sponsored Research Highlights and Success Indicators (Award Comparison Report and Proposal Comparison Report) https://reports.research.usf.edu/Report/	Sponsored Research John Cannon, Sr. ERP Analyst jcannon@usf.edu , or 813-974-5343
Indirect Cost Rates & Rate Agreement http://www.usf.edu/research-innovation/sr/proposal-prep/indirect-costs.aspx http://www.usf.edu/research-innovation/sr/documents/indirect-rates.pdf	Sponsored Research John Cannon, Sr. ERP Analyst jcannon@usf.edu , or 813-974-5343
Entity, Employer I.D. and Federal I.D. Numbers 59-3102112 -F5 USF Tampa Regional Institution D1 USF St. Petersburg Regional Institution G5 USF Sarasota-Manatee Regional Institution	Sponsored Research Administrator
NAICS Number: 611310	Sponsored Research Administrator
CAGE: Code 1F202	Sponsored Research Administrator
Dun and Bradstreet: 06-968-7242 & USFSP – 103917378	Sponsored Research Administrator
Institutional Profile Number: 0513807	Sponsored Research Administrator
General Information Blurb http://www.usf.edu/research-innovation/sr/proposal-prep/general-info.aspx	Sponsored Research Elizabeth Foster, Program Manager elizabethf@usf.edu or 813.974.6081
DHHS Animal Assurance and AAALAC International (Accreditation: initial - 6/21/1977, current - 4/3/14) http://www.usf.edu/research-innovation/comparative-medicine/about-cm.aspx	Research Integrity & Compliance Farah Moulvi, Safety & Compliance Manager fmoulvi@usf.edu , or 813-974-0954 Comparative Medicine Dr. Robert Engelman, Assistant VP CompMed@research.usf.edu , or 813-974-9796
DHHS Human Subjects Radioisotopes: SFRML-806-1-3M	Research Integrity & Compliance Adam Weaver, Radiation Safety Manager aweaver@usf.edu , or 813.974.1194
Federal Wide Assurance: FWA00001669, Expires 9/16/2021	Research Integrity & Compliance Julie Moore, Associate Director juliemoore@usf.edu , or 813.974.5452
Export Controls http://www.research.usf.edu/dric/export-controls/when-to-contact.asp	Research Integrity & Compliance Marsha Pesch, Export Control Officer mpesch@usf.edu , or 813.974.6368

USF Research & Innovation Sponsored Research Fact Sheet*

Owner: USF Business & Finance	Who to Contact
W-9 http://www.usf.edu/business-finance/controller/accounting-reporting/w9.aspx	Accounting & Reporting Cherie Carson Assistant Controller General Accounting carsonc@usf.edu , or 813-974-7686
Proof of Government Status/Tax Exempt Letter USF Tax Status Letter	Payroll and Tax Services http://www.usf.edu/business-finance/controller/payroll/index.aspx
Tax Exempt Certificate http://www.usf.edu/business-finance/purchasing/staff-procedures/purchasing/pur-forms.aspx	Purchasing USFPurchasing@usf.edu 813.974.2481
Supplier Diversity Program http://www.usf.edu/business-finance/supplier-diversity/	Office of Supplier Diversity osd@usf.edu 813.974.5052
Address for research project check payments: (not on UCO website) University of South Florida Attn: Research Project Receivables P.O. Box 864568 Orlando, FL 32886-4568	Cashier's Office Jonathan Andrews, Manager andrews5@usf.edu , or 813-974-5748
Student Accounting http://www.usf.edu/business-finance/controller/student-services/tuition-rates.aspx	Student Accounting Office Angela Jacobs, Manager ajacobs@usf.edu , or 813-974-6553
FICA http://www.usf.edu/business-finance/controller/payroll/payrollserviceslinks.aspx	Payroll and Tax Services http://www.usf.edu/business-finance/controller/payroll/index.aspx
Owner: USF Administrative Services	Who to Contact
Insurance Certificates -Property, Worker's Comp. http://www.usf.edu/administrative-services/environmental-health-safety/programs-services/risk-management/certificates.aspx	Facilities Management - Env. Health & Safety, Risk Mgmt. Katherine Ogelvie, Insurance Coordinator kogelvie@usf.edu , or 813-974-5720 Meica Elridge, Workers Comp. Admin. melridge@usf.edu , or 813-974-5775
Benefits & Monthly Premiums http://www.usf.edu/hr/documents/benefits/benefits-summary.pdf#page=6	Human Resources, Benefits Kaitlin Powell, HR Consultant kpowell2@usf.edu , or 813-974-4006
Graduate Assistants Health Insurance http://www.usf.edu/hr/benefits/insurance/graduate-assistants.aspx https://www.gallagherstudent.com/faqs/3672.pdf	Human Resources, Benefits Angela Badell, Asst. Dir. Benefits adabell@usf.edu , or 813-974-3003 Student Health Services Marisol Polanco, Assoc. Dir. insurance@shs.usf.edu or 813-974-5407
Post Doc Scholar Health Insurance Guide- Postdoc and USF contributions http://www.usf.edu/hr/documents/benefits/insurance/insurance-postdoc-guide.pdf	

USF Research & Innovation Sponsored Research Fact Sheet*

Owner: USF Academic Affairs	Who to Contact
Minimum Stipends – Master’s level and Doctoral level http://www.grad.usf.edu/assistantships.php http://www.grad.usf.edu/GA_Handbook.php	Office of Graduate Studies Joseph Butts, Assistant Director tron@usf.edu , or 813-974-3586
USF Grant Budgeting for Postdoctoral Scholars http://www.grad.usf.edu/OPA-Grant.php Minimum Postdoctoral Salary http://www.grad.usf.edu/OPA-Salary.php	Office of Post-Doctoral Affairs Dr. Eric Hoyer, Associate Director ehoyer@usf.edu , or 813-974-0795
Student Tuition and Registration Fees http://usfweb.usf.edu/graduate-studies/tuition-and-fee-calculator/	Office of Graduate Studies Elizabeth Fernandez, Fiscal & Business Mgr. efernand@usf.edu , or 813-974-8356
Owner: USF System Office of the General Counsel	Who to Contact
Florida Casualty Insurance Certificate http://generalcounsel.usf.edu/client-resources/pdfs/certificates-of-insurance.pdf	Office of the General Counsel Ruth O'Brien rco@usf.edu , or 813-974-1674
Owner: External Source	Who to Contact
Retirement – ORP, FRS https://www.dms.myflorida.com/workforce_operations/retirement/employers/contribution_rates https://www.myfrs.com/FRSPro_ComparePlan_Contri.htm	Human Resources, Benefits Donna Pepper Retirement Administrator dpepper@usf.edu , or 813-974-9357
Medicare https://www.irs.gov/taxtopics/tc751	Payroll and Tax Services Help Desk, 813-974-7955
Standard Health Insurance https://www.mybenefits.myflorida.com/health/resources https://www.mybenefits.myflorida.com/content/download/132895/826712/DSGI_Premium_Table_Effective_December_2017_for_January_2018_Coverage.pdf	Human Resources, Benefits Angela Badell, Asst. Dir. Benefits adabell@usf.edu , or 813-974-3003
Life Insurance Flat Rate Monthly https://www.mybenefits.myflorida.com/health/resources http://mybenefits.myflorida.com/content/download/129078/802860/2017_Securian_Brochure.pdf	Human Resources, Benefits Angela Badell, Asst. Dir. Benefits adabell@usf.edu , or 813-974-3003
Participant Identification Code (PIC) for European Collaborations 992108047 http://ec.europa.eu/research/participants/portal/desktop/en/organizations/register.html	Sponsored Research Administrator
NIH Maximum Graduate Student Stipend https://grants.nih.gov/grants/guide/notice-files/NOT-OD-17-084.html NIH Minimum Salary Postdoctoral Scholars https://grants.nih.gov/grants/guide/notice-files/NOT-OD-17-003.html NSF Consultant Payment http://www.nsf.gov/bfa/dias/policy/	

USF Research & Innovation Sponsored Research Fact Sheet*

Owner: External Source	Who to Contact
Carnegie Classification http://carnegieclassifications.iu.edu/lookup/lookup.php	Sponsored Research Administrator
Congressional District https://en.wikipedia.org/wiki/Florida's_congressional_districts	Sponsored Research Administrator
Audits - State of Florida Auditor General Financial and Federal Single Audit, Management's Corrective Action Plan, Summary Schedule of Prior Audit Findings & Financial Audit https://flauditor.gov/	Sponsored Research Administrator
NIH Salary Limitations http://grants2.nih.gov/grants/policy/salcap_summary.htm	Sponsored Research Administrator
NSF Institutional Code 00 1537 0000	Sponsored Research Administrator
DOD FICE Code 001537	Sponsored Research Administrator

FRINGE RATES CROSSWALK

To view the rates, please see the **“Reference Tab” on the [Budget Preparation Tool](#).*

RATES	SOURCE
Insurance Health & Life (Monthly)	https://www.mybenefits.myflorida.com/content/download/132895/826712/DSGI - Premium Table Effective December 2017 for January 2018 Coverage.pdf
GA/Post Doc Insurance (Health Annual)	https://www.gallagherstudent.com/faqs/3672.pdf
Post Doc Annual Employer Contribution	http://www.usf.edu/hr/documents/benefits/insurance/insurance-postdoc-guide.pdf
ORP	https://www.rol.frs.state.fl.us/forms/2018-19_contribution_components.pdf
FRS Investment Plans	https://www.myfrs.com/FRSPro_ComparePlan_Contri.htm
Tuition, Graduate (In-State/Out-of-State)	http://usfweb.usf.edu/graduate-studies/tuition-and-fee-calculator/
Regular Fringe Rates	
- ORP	https://www.rol.frs.state.fl.us/forms/2018-19_contribution_components.pdf
- FICA	https://www.irs.gov/taxtopics/tc751
- Medicare	https://www.irs.gov/taxtopics/tc751
- Leave Pool	http://www.usf.edu/research-innovation/sr/documents/indirect-rates.pdf
OPS, Student Temp	http://www.usf.edu/research-innovation/sr/documents/indirect-rates.pdf
OPS, Post Doc	http://www.grad.usf.edu/OPA-Grant.php

The Fact Sheet serves as a general resource for the USF research community. While every effort is made to keep up with ever-changing information, maintaining this Fact Sheet requires participation from the USF research community; both owners and users. In the event information needs updating or correction, please send an email to elizabethf@usf.edu.