Doing Business with UAH

The Office of Sponsored Programs (OSP) is your starting point for doing business with UAH faculty, researcher staff, and students. OSP will prepare/process the following:

• Teaming Agreement
• Proposal Preparation
• Letters of Support/Intent
• Non-Disclosure Agreement
• Review/negotiate/execute all contract documents
• Equipment/Facility Use Agreement
• Certifications and Representations
• Export Control

Contact Information

Please visit our website (noted above) for POC if you will be working with a particular College of Center
D3I Task Order Contracts, SETAC, and AMCOM Express
Kelly Haas, Contract Administrator (256) 824-2406, email: kelly.haas@uah.edu

Alabama Department of Transportation (ALDOT)
Angela Beasley, Contracts Administrator (256) 824-2659, email: beasleya@uah.edu

Alabama Space Grant Consortium (ASGC), NASA EPSCoR, and Jacobs ESSSA BOA
Petra Dotson, Contracts Specialist (256) 824-6467, email: dotsonp@uah.edu

Engineering Directorate Delivery Order Contract (D0011)
Consuela Duckworth, Contracts Administrator (256) 824-2650, email: consuela.duckworth@uah.edu

Professional and Continuing Studies (PCS)
Jessica McComb, Contracts Administrator, (256) 824-2649, email: jessica.mccomb@uah.edu

NASA/MSFC Cooperative Agreement
Mark Massey, Contract Administrator, (256) 824-2658, email: mark.massey@uah.edu

Systems Engineering Directorate Delivery Order (W31P4Q-10-D-0092)
Mirael Parker-Davis, Contracts Assistant IV, (256) 824-2656, email: md0016@uah.edu

All Agreements (Teaming, Non-Disclosure, Equipment and Facility Use, etc)

Gloria W. Greene, MA, CRA, Director, (256) 824-2657, email: greeneg@uah.edu

“In the long history of humankind (and animal kind, too) those who learned to collaborate and improvise most effectively have prevailed.” – Charles Darwin
**PROPOSAL PREPARATION**

Cost estimating method used is based on percent of effort or fully burdens hourly rates and is consistent with our current cost accounting standards.

UAH FY begins 1 Oct

Proposal Fringe Rate: 34%

Escalating factor: 4%

Negotiated *F&A Cost Rates

Effective: 10/1/12-9/30/16

• On-campus Research: 48%
  • On-campus Instructions: FY13:46%
  • FY14-16: 50%

• On-campus Other Sponsored Activities: FY13:41%
  • FY14-16: 32.5%

• **Off-campus Research: 27.5%
  • Off-campus Instructions/Other Sponsored Activities: 26%
  • Intergovernmental Personnel Agreements (IPA): 10%

These rates are based on Modified Total Direct Costs (MTDC).

F&A is not charged equipment, fellowships, and scholarships.

Only the first $25,000 of each subcontract issued by UAH is subject to F&A.

*F&A: Facilities and Administrative Cost.

**Off-campus Research rate will be 26% if >50 miles from campus.

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**PROPOSAL/AWARD INFORMATION**

CAGE Code: 9B944

DUNS# 949687123

EIN: 63-0520830

CCR Registration: Aug 99

Legal Name:
The Board of Trustees of The University of Alabama, for and on behalf of The University of Alabama in Huntsville, doing business as UAH

Cognizant Audit Agency: Office of Naval Research Atlanta Regional Office

100 Alabama Street, NW

Suite 4-R15

Atlanta, GA 30303-3104

POC: Douglas Heaton, ACO (404) 562-1611

Email: heatond@onr.navy.mil

Antoinette Bigby, Grants Specialist

(404) 562-1614

Email: bigbya@onr.navy.mil

UAH is self Insured

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**WHAT YOU SHOULD KNOW**

UAH is a state funded institution of higher education. We enjoy sovereign immunity pursuant to Section 14, Article 1 of the Constitution of Alabama and therefore, cannot enter into any agreement which requires the following:

• Indemnification

• Governing by another state law

• Exclusive Agreements

• Claiming all intellectual property rights

• Payment of Program Management Facilitation Fee (PMFF)

Alternate language to some terms conditions will be suggested upon review of all documents, when applicable.

The University’s mission is teaching and research and sponsored research must be consistent with this mission. Therefore, UAH will make every effort to fulfill the requirements of the contract or grant, the proposed set of deliverables, and the timeline contained in the proposals.

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For additional information, please visit our Web site:

[http://www.uah.edu/osp/home](http://www.uah.edu/osp/home)

For all other inquiries/assistance: Gloria Greene, Director, OSP (256) 824-2657, email: greeneg@uah.edu