

Official Name & Address

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

Research Office General Phone (708) 216-8434
Research Office Fax (708) 216-8231

Authorized Institutional Officials (Signatories)

Meharvan Singh, PhD
Vice Provost for Research
2160 S. First Avenue
Maywood, Illinois 60153-3328
708-216-8434
researchhds@luc.edu

Susan J. Pugl
Director of Grants Administration
2160 S. First Avenue
Maywood, Illinois 60153-3328
708-216-8537
smeyer1@luc.edu

Indicate Dr. Singh for ink signatures.

Indicate Ms. Pugl for electronic signatures

General Institutional Information

Unique Entity ID (UEI).....RFRPFMNR8LA5
 SAM Registry Expiration Date07/20/2024
 Entity ID Number1361408475A2
 Federal Tax ID Number.....36-1408475
 DUNS Number – Health Sciences Campus.....791277940
 Congressional DistrictIL-007
 CAGE (Commercial and Government Entity) Code9M268
 IPF (NIH Institution Profile Module) Code.....4689203
 IRB FWA – Human Subjects Assurance Number00017487
 IACUC Animal Welfare Assurance NumberA3117-01
 FICE (Federal Interagency Committee on Education) Number001710
 IDHR (Illinois Department of Human Rights) Number91707-00-0
 NTEE (National Taxonomy of Exempt Entities) CodeB43
 European Union Participant Identification Code (PIC)912874276
 Other Entities:
 LUC – Lake Shore Campus UEICVNBL4GDUKF3
 LUC – Lake Shore Campus DUNS Number074368911
 LUMC (hospital) UEIKFHAPTFKCAG9
 LUMC (hospital) DUNS Number963910265
 LUMC (hospital) Federal Tax ID.....36-4015560
 CARES (Hines VA non-profit) UEI.....LBLNMRYNA6J6
 CARES (Hines VA non-profit) DUNS Number187174339

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 DISCRIMINATIONFiled Date: 06/19/2001 (HHS690)
- DRUG-FREE WORKPLACE.....Filed Date: 04/06/1989
- SCIENTIFIC MISCONDUCT (#4689201).....Filed Date: 01/30/1998 (HHS6315)
- DRUG-FREE ASSURANCE:.....Filed Date: 04/06/1989
- DEA REGISTRATION:.....PLO182188

Budget Information

FY24 Fringe Benefit Rates SSOM/PARKS

Full-Time Faculty	25.0%
Full-Time Staff	26.6%
Part-Time Faculty & Staff	7.9%

Graduate Student Tuition	35.2%
Grad Student Health Insurance	13.4%
Total Grad Student Benefits	48.6%

Non-Grant AU Fringe Rate 30.0%

DHHS Salary Cap = Calendar Year 2023: \$212,100

NIH NRSA Predoctoral Stipend = \$27,144

NIH NRSA Postdoctoral Years of Experience and Stipend Levels

0	\$56,484
1	\$56,880
2	\$57,300
3	\$59,592
4	\$61,572
5	\$63,852
6	\$66,228
7 or More	\$68,604

Federal Mileage Rate for Calendar Year 2023 = \$0.655 per mile

Capital Equipment \geq \$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% total effort 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: 06/27/2023

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:

Fiscal Year (July-June)	On-Campus Organized Research	On-Campus *Other Sponsored Activity	Off-Campus All Programs
FY23	54.0%	40%	26%

***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>

Research Administration

Vice Provost for Research

Meharvan Singh, PhD
msingh@luc.edu

Tina Rutschman, x68434
Executive Assistant
trutschman@luc.edu

Samantha Bynum, MS, x65139
Program Manager
sbynum1@luc.edu

Brianna Burke, MBA, x64282
Associate Business Director
bburke5@luc.edu

Office of Research Services

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 Pugh, CRA, x68537
Director of Grants Administration
smeyer1@luc.edu

Rosaria Aguirre, MEd, CRA, x68975
Senior Grant Administrator
raguirre@luc.edu

Tracy Foxworth, MS, CRA, x68797
Senior Grant Administrator
tfoxwor@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
Director of Contracts and Research Policy
npisano@luc.edu

Lauren Feilich
Grant and Contract Specialist
lfeilich@luc.edu

Contract Administration Central Email
contractsHSD@luc.edu

Emma Barzen, BS, x68834
Grant Administrator
ebarzen@luc.edu

Grant Administration Central Email
researchHSD@luc.edu

Tech Transfer and MTAs

Rachel Drucker, x69391
Paralegal
rbeyler@luc.edu

Clinical Research

Clinical Research Office

Colleen Fitzgerald, MD, x63387
Medical Director
cfitzgerald@lumc.edu

Brianna Burke, MBA, x64282
Associate Business Director
bburke5@luc.edu

Elizabeth Kirwan, RN, x62057
Senior Nurse Director
ekirwan@luc.edu

Tracy Bielecki Smith, MPA, x68216
Budget Analyst
tbielecki@luc.edu

Leah Viverito, x68051
Financial Coordinator
lviverito@luc.edu

LUMC (Hospital) Clinical Research Office

Katie Van Meurs, x64412
Clinical Research Operations Manager (LUMC)
katherine.vanmeurs@lumc.edu

Cancer Center Clinical Trials Office

Michael Woods, MD
Medical Director
michael.woods@lumc.edu

Patrick Hagen, MD
Associate Director
patrick.hagen@lumc.edu

Pat Duran, BA, x73310
Financial Manager
pduran@luc.edu

Adriane Lewis, x73370
Clinical Trials Grants Coordinator (LUMC)
adriane.lewis@luhs.org

Ivonne Arroyo, x68808
Clinical Research Business Analyst (LUMC)
ivonne.arroyo@luhs.org

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
Director, Human Research Protections
ctom@luc.edu

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
AAALAC Accredited (#000180, issued 11/18/2022)
USDA Licensed (#33-R-0024, expires 08/24/2023)
OLAW (D16-00074, expires 02/28/2026)

Walter Jeske, PhD, x72842
Chair
wjeske@luc.edu

Antonio Valero, DVM, LATG, CPIA, x64288
Director
avalero@luc.edu

Peggie Young, x65997
Administrative Secretary
pyoung4@luc.edu

Conflict of Interest in Research Committee

Jeanine Walenga, PhD, x72841

Co-Chair

jwaleng@luc.edu

Linda Millbrandt, x64567

Director, Office of Research Conflict of Interest

Co-Chair

lmillbr@luc.edu

Institutional Biosafety Committee (IBC)

Thomas Gallagher, PhD, x64850

Chair

tgallagher@luc.edu

Matthew Hejna, x66738

IBC Coordinator

mhejna@luc.edu

Radiation Safety

Robert Wagner, MD, x68667

Chair

rwagner@lumc.edu

PHS NIH Public Access Monitor

Jonna Peterson, MLS, x65303

Interim Director, Health Sciences Library

hsl@luc.edu

Office of Research Integrity

John Callaci, PhD, x63571

Research Integrity Officer

jcallaci@luc.edu

Office of Research Compliance

Matthew Hejna, x66738

Director, Research Compliance & Safety

mhejna@luc.edu

Comparative Medicine Facility

Lee M. Cera, DVM, PhD, x66746

Director

lcera@luc.edu

Rose Buesing, BS, RLATG, x65165

Assistant Director

rbuesing@luc.edu

Mary Jo Johnson, x69178

Administrative Assistant II

mjohns5@luc.edu

Internal Funding Opportunities

Research Funding Committee (RFC)

Alan Wolfe, PhD, x65814

Committee Chair

awolfe@luc.edu

Samantha Bynum, MS, x65139

Committee Coordinator

sbynum1@luc.edu

Center for Health Outcomes and Informatics

Research (CHOIR)

Kathy Bobay, PhD, RN, NE-ABC, FAAN, x65737

Funding Committee Chair

kbobaby@luc.edu

Kelly Quinn, x62393

Committee Coordinator

equinn@luc.edu

Health EO Collaborative (Health Disparities)

Kathy Bobay, PhD, RN, NE-ABC, FAAN, x65737

Funding Committee Chair

kbobaby@luc.edu

Kelly Quinn, x62393

Committee Coordinator

equinn@luc.edu

Postaward Administration and Finance/Business Operations

Financial Services

Joanna Nabozna-Wasilewska, x65804

Director of Finance

jnabozn@luc.edu

School Business Operations

Samantha Dumm, MBA, x79012

Administrative Director, PARKS

sdumm@luc.edu

Juana Arauz, x63759
Senior Financial Analyst
jarauz@luc.edu

Annie McCormack, x62226
Director of Finance and Business Operations, MNSON
amccorm@luc.edu

Guadalupe Pastenes, x68783
Financial Analyst
gherre2@luc.edu

Kristin Wojtulewicz, x72703
Director of Business Operations, SSOM
kwojtul@luc.edu

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

Mitch Denning, PhD, x73358
Associate Dean for Graduate Education, SSOM
mdennin@luc.edu

Anna Dauzvardis, x63531
Administrative Director, SSOM
aduzvardis@luc.edu

Margarita Quesada, x63532
Records and Financial Coordinator, SSOM
mquesad@luc.edu

Sandra Marijan, x63531
Graduate Programs Administrator, SSOM
smarijan@luc.edu

TBD
Student Program Recruiter, SSOM

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

STRITCH SCHOOL OF MEDICINE (SSOM)

Dean

Sam Marzo, MD
smarzo@lumc.edu

Nancy Villarreal, x63960
Executive Assistant
nvillarreal@lumc.edu

Assistant Dean for Student Research (STAR)

Colleen Fitzgerald, MD
cfitzgerald@lumc.edu

Tina Rutschman, x68433
Executive Assistant
trutschman@lumc.edu

Assistant Dean for Basic Science and Postdoctoral Affairs

Ruben Mestri, PhD
rmestri@lumc.edu

Administration

Mike Budzynski, MBA, x64976
Vice Dean of Administration
mbudzyn@lumc.edu

Kristin Wojtulewicz, x72703
Director of Business Operations, SSOM
kwojtul@lumc.edu

MARCELLA NIEHOFF SCHOOL OF NURSING (MNSON)

Dean

Lorna Finnegan, PhD, MSN
lornaf@lumc.edu

Mickie Ansted, x69277
Executive Assistant
mansted1@lumc.edu

Associate Dean for Research

Karen Saban, RN, PhD, APN, CNRN, FAAN
ksaban@lumc.edu

Administration

Annie McCormack, x62226
Director of Finance and Business Operations, MNSON
amccorm@lumc.edu

Research

Maev Sheehan, x83249
Grants Manager
msheehan2@lumc.edu

PARKINSON SCHOOL OF HEALTH SCIENCES AND PUBLIC HEALTH (PARKS)

Dean

Elaine Morrato, DrPH, MPH, CPH
emorrato@lumc.edu

Alyssa Castaneda, x60990
Administrative Assistant
acastaneda8@lumc.edu

Associate Dean for Research and Scholarship

Pamela Xaverius, PhD, MBA
pxaverius@lumc.edu

Administration

Samantha Dumm, MBA, x79012
Administrative Director
sdumm@lumc.edu

Office of the Provost

Margaret Faut Callahan, CRNA, PhD, FNAP, FAAN
Provost & Chief Academic Officer
mcallahan3@lumc.edu

Gina Lopez, x57585
Executive Administrative Assistant
glopez@lumc.edu

Joanna Pappas, x57516
Vice Provost, Academic Finance and Operations
jpappas@lumc.edu

Adam Shorter, x87488, x57350, x68369
Senior Director, Academic Business Operations
ashorte@luc.edu

Office of Advancement

Andrea Wynne, x63209
Associate Vice President, Health Sciences Division
awynne@luc.edu

Stephanie Kimmel, MBA, x56065
Director, Corporate and Foundation Relations
skimmel@luc.edu

CARES at Hines VA

Chicago Association for Research and Education in Science
PO Box 250
Hines, IL 60141

Lauren Rich
Chief Executive Officer
708-343-6379
lauren.rich@va.gov

April Morales
Administrative Support Specialist
708-343-6300
april.morales@va.gov

UEI LBLNMRYNA6J6
DUNS Number 187174339

Last updated: November 8, 2023