

SOM- Department of Obstetrics and Gynecology	TITLE: Sponsored Programs – Frequently Asked Questions	Policy: FI003
Department Guideline	Date: August 23, 2005	Rev. 0
Approvals:		
Chairman/Date	Dept. Manager/Date	

1. What is the distinction between the Medical College of Georgia (MCG) and the Medical College of Georgia Research Institute (MCGRI)? How do I know which organization will be the applicant when I submit proposals?

MCG is a member institution of the University System of Georgia. MCGRI is a separately incorporated 501c (3) organization established in 1980 to support the missions of MCG. MCGRI almost always acts as the applicant organization; as a rule, MCG is the applicant only when the sponsor requires that the applicant organization be an academic institution. Additionally, MCG is the applicant organization for agreements entered into with the State of Georgia. ***Please note that for either organization, the email contact in proposals should be listed as ogc@mcg.edu; this will assure that communications from sponsors are responded to in a timely manner even if the individual normally responsible in the Department of Sponsored Program Administration is not available.*** Please contact your [Grant and Contract Officer](#) for any needed clarification.

Institutional Identifiers:

2. What is our DUNS number?

MCGRI: 96-666-8691; MCG: 80-959-3387

3. What is MCGRI's Entity Identification Number, IRS Employer Identification Number (Tax ID) and Organization type?

MCGRI's Entity Identification Number: 1-58-1418202-A1
 IRS Employer Identification Number (Tax ID): 58-1418202
 Organization Type: Private – Non-Profit

4. What is MCG's Entity Identification Number, IRS Employer Identification Number (Tax ID) and Organization Type?

MCG's Entity Identification Number: 1-58-6002053-A1
 IRS Employer Identification Number (Tax ID): 58-6002053
 Organization Type: Public -- State

5. What is MCG's Institutional Profile Number?

676605

6. What is MCG's Congressional District?

A. 12

7. What is our Animal Assurance Number?

The facility and program is accredited by the Association for Assessment and Accreditation of Laboratory Animal Care International (AAALAC), a Registered Research Facility with the United States Department of Agriculture (USDA No. 57-R-0002), and

has an Office of Laboratory Animal Welfare OLAW Assurance Statement (A3307-01; dated April 3, 2000) on file.

8. What is our Institutional Human Subjects Assurance of Compliance number?

MCG: FWA00002533
MCGRI: FWA00002245
MCGHI: FWA00002246
VAMC: FWA00002534

9. What is our institution's Radioactive License number?

GA 7-1

10. What address should grant and contract checks be mailed to?

MCG Research Institute, Inc.
P.O. Box 945552
Atlanta, GA 30394-5552

Facilities and Administrative Costs (F&A) Rates

11. What is the date of our DHHS agreement for our Federally negotiated Facilities and Administrative cost rate?

03/11/2002

12. What percent of Salary and Wages do we use for calculating Fringe Benefits?

34%

13. What are our current Federally negotiated F&A cost rates?

On Campus-43% of Modified Total Direct Costs (MTDC: Total Direct Costs less permanent equipment, tuition, alterations and renovations, rent, patient care and that portion of subgrants/subcontracts above \$25,000). Off Campus-26% MTDC.

14. What is the Facilities and Administrative Cost rate for Federal Training Grants?

8% of total direct costs.

15. What is the current Facilities and Administrative Cost rate for Industry-Sponsored clinical study projects?

20% of total direct costs

16. What if a sponsor does not pay full F&A rates, or will not allow F&A costs at all?

Please contact your Grant and Contract Officer to discuss this issue (see <http://www.mcg.edu/grantscontracts/preaward.htm>). If the F&A policy is documented, we accept that policy and do not penalize the investigator.

Contact Information

17. Where can I obtain the Animal Use and Procedure Forms and information about the MCG Committee on Animal Care and Use (IACUC)?

At the Animal Care and Use Website www.mcg.edu/research/animal/

18. Who do I contact for information on submitting an Animal Usage Protocol?

Jenny Whitlock at 721-0198; jwhitloc@mcg.edu

19. Where can I obtain the Human Assurance Forms and information about the HAC?

At the HAC website: <http://www.mcg.edu/research/octc/hac/index.htm>

20. Who do I contact for information on submitting a Human Assurance Protocol?

Nancy Waks at 721-3110; nwaks@mcg.edu

21. Where do I obtain policies related to sponsored programs?

At the Sponsored Programs Policies and Procedures webpage:

<http://www.mcg.edu/grantscontracts/Policy.htm>

22. What are the roles and responsibilities of investigators, the departments, deans, and the Office of Grants and Contracts relative to sponsored program management?

Please refer to: <http://www.mcg.edu/grantscontracts/RROverview.htm>

23. Who should I contact to help me with my application?

Please refer to <http://www.mcg.edu/grantscontracts/preaward.htm> for contact information on Pre-Award Staff.

24. Who should I contact to help me with information about my account after the project has been funded?

Please refer to <http://www.mcg.edu/grantscontracts/post.htm> for contact information on Post-Award Staff.