

**FREQUENTLY ASKED QUESTIONS ABOUT GRANT APPLICATIONS**  
(Facts that will help you fill out proposal application forms)

When proposal applications request...	Answer is...												
<b>Submitting Organization</b>	James Madison University (Do not list department name in this section.)												
<b>General Business Address &amp; Address for Official Correspondence</b>  <b>Phone</b> <b>Fax</b> <b>E-mail</b>	Office of Sponsored Programs JMAC Building 6, Suite 26 MSC 5728 1031 Harrison St. Harrisonburg, VA 22807 <u>Phone:</u> (540) 568-6872 <u>Fax:</u> (540) 568-6240 <u>E-mail:</u> <a href="mailto:jmu_grants@jmu.edu">jmu_grants@jmu.edu</a>												
<b>Type of Organization</b>	State Institution of Higher Education												
<b>Congressional District</b>	VA-006												
<b>Official Authorized to Sign Proposals</b>	Check with your Contract Administrator, or enter: John D. Hulvey, CRA, Director – Sponsored Programs Administration & Accounting (OSP will contact this designated signing Official, DO NOT sign in these spaces.)												
<b>Financial Contact and Sponsored Project Payment Address</b>	Sponsored Programs Accounting JMAC Building 6, Suite 30 MSC 5713 1031 S. Main St. Harrisonburg, VA 22807 <u>Phone:</u> (540) 568-4623 <u>Fax:</u> (540) 568-2397												
<b>Federal Cognizant Audit Agency</b>	Department of Health and Human Services Division of Cost Allocation Cohen Bldg, Room 1067 330 Independence Avenue, SW Washington, DC 20201 (202) 401-2808 Point of contact: Darryl W. Mayes												
<b>Date of Facilities &amp; Administrative Cost Agreement</b> (Formerly Indirect Cost Rate Agreement)	October 22, 2010												
<b>Institutional Assurance Numbers</b>	IRB FWA: 00007339 IACUC: A3890-01, filed 7-18-91												
<b>Principal Investigator, Project Director, or Technical Contact</b>	Faculty member's name												
<b>Campus Address</b>	Faculty member's or Department's Address												
<b>Employer Federal ID Number/IRS &amp; EIN Number</b>	54-6001756												
<b>DUNS Number</b> (Dun & Bradstreet Number)	87-932-5355												
<b>CAGE Code</b> (Commercial and Government Entity Code)	OE9W6												
<b>NAICS Code</b> (North American Industry Classification System Code) (Formerly SIC - Standard Industrial Code)	611310												
<b>Standard F&amp;A Rates</b>	<table border="1"> <thead> <tr> <th>Activity Type</th> <th>On-Campus</th> <th>Off-Campus</th> </tr> </thead> <tbody> <tr> <td>Research</td> <td>47% MTDC</td> <td>26% MTDC</td> </tr> <tr> <td>Instruction</td> <td>55% MTDC</td> <td>26% MTDC</td> </tr> <tr> <td>Other</td> <td>30% MTDC</td> <td>26% MTDC</td> </tr> </tbody> </table>	Activity Type	On-Campus	Off-Campus	Research	47% MTDC	26% MTDC	Instruction	55% MTDC	26% MTDC	Other	30% MTDC	26% MTDC
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Research	47% MTDC	26% MTDC											
Instruction	55% MTDC	26% MTDC											
Other	30% MTDC	26% MTDC											
<b>Fringe Benefits</b>	30% of salaries for full time employees, otherwise 7.65% FICA only <a href="http://www.jmu.edu/budgetmgmt/wm_library/BENEFITS_FOR_WEB.pdf">http://www.jmu.edu/budgetmgmt/wm_library/BENEFITS_FOR_WEB.pdf</a>												
<b>Tuition Rates</b>	<a href="http://www.jmu.edu/ubo/rates/">http://www.jmu.edu/ubo/rates/</a>												
<b>Travel and Per Diem Rates</b>	<a href="http://www.jmu.edu/finprocedures/4000/4215mie.shtml">http://www.jmu.edu/finprocedures/4000/4215mie.shtml</a>												
<b>Graduate Stipend Rates</b>	<a href="http://www.jmu.edu/grad/current_students/assistantships.shtml#Stipends">http://www.jmu.edu/grad/current_students/assistantships.shtml#Stipends</a>												
Sponsors also may request very detailed tax, employer, and facilities & administrative cost rate information. Contact Office of Sponsored Programs for assistance.													

Start proposals early!  
For assistance call OSP at 568-6872.