## Important Numbers

<table>
<thead>
<tr>
<th>IRS I.D. Number:</th>
<th>91-6001108</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAGE Code:</td>
<td>0REY0</td>
</tr>
<tr>
<td>DUNS Number:</td>
<td>04-148-5301</td>
</tr>
<tr>
<td>Animal Assurance Number:</td>
<td>A3485-01</td>
</tr>
<tr>
<td>AAALAC Accreditation Date:</td>
<td>02/25/10</td>
</tr>
</tbody>
</table>

### Office of Campus Vet Number
509-335-6246

### Human Subjects Assurance Number
FWA00002946

### Misconduct in Science Assurance File Date
1/13/92

### PHS Entity Number
1-916001108

### Institutional Profile Number (IPF) Number
9082001

### CEC Code
18-068-856G

### NRC: Washington is an "Agreement State" License
#WN- C003-1

### WA UBI: 385000328
**FICE Code:** 003800

### DHHS-PMIS PIN
3K66

### NAICS Number
611310

### USDA/NIFA ASAP Recipient ID Number
5378616

### If the question “Does WSU have a federally approved purchasing system?” is asked on your proposal or agreement, please answer with:
Not applicable: IAW FAR 44.302

### WSU is a Morrill Act of 1862 Land Grant University
Yes

### Is WSU Registered in the CCR/SAM?
Yes

## Political Districts

<table>
<thead>
<tr>
<th>Congressional District</th>
<th>Legislative District</th>
</tr>
</thead>
<tbody>
<tr>
<td>WSU Pullman:</td>
<td>WA-005</td>
</tr>
<tr>
<td>WSU Spokane:</td>
<td>WA-005</td>
</tr>
<tr>
<td>WSU Tri-Cities:</td>
<td>WA-004</td>
</tr>
<tr>
<td>WSU Vancouver:</td>
<td>WA-003</td>
</tr>
</tbody>
</table>

## Budget Information

### Estimated Salary Increases as of July 1 of each year:
- Faculty, Post Docs, and Res. Asst.: 4%
- Staff: 4%

### Qualified Tuition Reduction
See current ORSO Budget

### Estimated Benefit Rates
Templates

### Facilities and Administrative Cost Rates
(All rates are MTDC)

<table>
<thead>
<tr>
<th>Cognizant Agency:</th>
<th>Health &amp; Human Services (Helen Fung, 415-437-7820).</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agreement Date:</td>
<td>12/9/2015;</td>
</tr>
<tr>
<td>Research Rate:</td>
<td>• On-Campus- 52% thru 6/30/17</td>
</tr>
<tr>
<td></td>
<td>• 53% - 7/1/17; Off-Campus-26%</td>
</tr>
<tr>
<td>Instruction Rate</td>
<td>On-Campus—57.5%; Off-Campus—26%</td>
</tr>
<tr>
<td>Other Sponsored Activity</td>
<td>On-Campus—36%; Off-Campus—26%</td>
</tr>
</tbody>
</table>

### TDC (Modified Total Direct Costs) = Direct Costs minus: equipment items of $5,000 or more, subcontracts after initial $25,000 of each subcontractor, Qualified Tuition Reduction. (See ORSO Guideline 2 for more details.)

## Contact Information:

### Diane Rathbun, Grant & Contract Supervisor
**Phone:** 335-9670
Federal awards, Presidential Units/VPR, WSU Foundation, Provost, ORAP, ERA Tools, International Programs; diane.rathbun@wsu.edu

### Vacant (Diane), Grant & Contract Coordinator
**Phone:** 335-7261
Vet Med, Arts & Sciences, Business Affairs, Business, Education, Extended University Services, Student Affairs, Communications; diane.rathbun@wsu.edu

### Matt Michener, Grant & Contract Coordinator
**Phone:** 335-1960
CAHNRS/Extension & Energy Program, Engineering, Libraries, WSU Tri-Cities, Budget Certification; matthew.michener@wsu.edu

### Jessica Smith-Kaprosy, Contract Manager
**Phone:** 335-5447
Process industry, international & complex grants/contracts, license/master/trial agreements, NDA’s, MTA’s, NMA’s, DUA’s, export control; j.smith-kaprosy@wsu.edu

### Derek Brown, Sub-Award and Reporting Administrator
**Phone:** 335-1672
Outgoing Sub-contract preparation and administration, Reporting; derekbrown@wsu.edu

### Cat Amortegui, E-Research Administration Coordinator
**Phone:** 335-9661
Document Routing, Database Support, Electronic System Maintenance, EREX Processing; diana.amortegui@wsu.edu

### Deb Cox, Grant & Contract Administrator
**Phone:** 509-358-7576
Spokane Campus, dkcox@wsu.edu

### Peggy Bowie, Grant & Contract Administrator
**Phone:** 360-546-9486
Vancouver Campus, margaret.bowe@wsu.edu

## Financial Contact Information/Check Remittance:
Kim Small, Director of SPS, http://spc.wsu.edu/Contact

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### To Submit a Proposal you need:

1. Completed eREX submitted to ORSO with the items below attached:
   - WSU Certified Budget
   - Completed copy of the proposal
   - For Federal Proposals → Completed grants.gov/ASSIST/Fastlane
   - If shipping via courier → Request for Shipment Form & the required number of proposals (delivered to ORSO near the time of eREX submission.)

### If submitted to ORSO more than 2 days prior to the deadline, ORSO will provide a detailed review of the proposal and then submit on behalf of WSU. If submitted to ORSO 2 days or less, before the proposal deadline, ORSO cannot guarantee a detailed review, on-time submission to the sponsor, nor the acceptance by the sponsor of the proposal. Please be sure to read your proposal instructions from the Sponsor very carefully.

### Important Note:

- If no phone number is listed, call 509-335-6110.
- For proposal/award technology issues, contact Diana Rathbun, 335-9670.