Office of Sponsored Projects (OSP) | Hawai`i Pacific University

### FREQUENTLY ASKED QUESTIONS - GRANT APPLICATIONS

***When proposal application requests... The answer is...***

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| Submitting Organization | Hawai`i Pacific University  *(Do not list department name in this section)* |
| General Business Address & Address for  Official Correspondence | Hawai`i Pacific University  Office of Sponsored Projects  500 Ala Moana Blvd. Suite 4-575-8  Honolulu, HI 96813  Phone: 808-544-9338 |
| Type of Organization | Private Institution of Higher Education, Nonprofit Organization |
| Congressional District | HI-001 |
| Official Authorized to Sign Proposals | President, HPU  Sr. Vice President and Provost, HPU |
| Financial Contact and “Sponsored Project” Payment Address | Hawai`i Pacific University  Office of Sponsored Projects  500 Ala Moana Blvd. Suite 4-575-8  Honolulu, HI 96813  Phone: 808-544-9338 |
| Federal Cognizant Audit Agency | DHHS Office of Assistant Secretary for Administration and Management  90 7th Street  San Francisco, CA 94103-67059  Phone: 415-437-7820 Fax: 415-437-7823  Point of contact: Wallace Chan |
| Institutional Assurance Numbers | IRB FWA: FWA00010478 |
| Principal Investigator, Project Director, or Technical Contact | Faculty member’s full name |
| Campus Address | Department’s Address |
| Employer Federal ID Number/IRS Number | 99-0113930 |
| DUNS Number (Dun & Bradstreet Number) | 072498132 |
| CAGE Code (Commercial and Government Entity Code) | 495Z3 |
| NAICS Code (North American Industry Classification System Code)  (Formerly SIC - Standard Industrial Code) | 611310 |
| NIH Institutional Profile Number | 2021601 |
| NSF Institution Code | 00-7279-3000 |
| FICE Code (Federal Interagency Committee on Education Code) | 7279 |
| Date of Indirect Cost Agreement | June 4, 2013 |
| Standard F&A Rates for Research – calculated as percentage of Direct Salary and Wages only | 55% On-campus, All programs |
| Fringe Benefits – there is no standard rate, actual costs are charged | Generally, budget 23% of salary for full-time employees. |
| Sponsors also may request very detailed tax, employer, and facilities & administrative cost rate information.  Contact OSP for assistance. | Peter F. Young  AVP-OSP  808-544-9338 / office |