

NATIONAL INSTITUTES OF HEALTH

GRANTS ADMINISTRATION

INFORMATION SOURCES

The primary purpose of this directory is to provide a resource in locating NIH extramural staff within a NIH institute or center. The NIH institute/center scientific program area is linked with the responsible NIH program official and the grants management staff.

The responsible NIH scientific program person should be contacted to answer questions of a scientific nature. The grants management officer or specialist should be contacted to answer fiscal, business-related, or administrative questions regarding a specific grant or grant program, federal regulations, or NIH policies.

Another purpose of the directory is to identify individuals in NIH central offices who can answer questions of a general policy nature, about grant payment, or a specific program. For more information about the NIH extramural programs, visit the Office of Extramural Research /Grants Home Page at <http://www.nih.gov/grants/oer.htm> or e-mail **GRANTSINFO@NIH.GOV**.

It is through the efforts of Ms. Linda Frizzell, an NICHD employee, that this directory is available. We hope that you find it useful. If you have any comments, which might help in making this directory more useful to you, please contact Ms. Frizzell at (301) 496-5002 (E-mail: lf26z@nih.gov).

Diane M. Watson
Chief, Grants Management Branch
National Institute of Child Health and
Human Development (NICHD)

October 2002

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I HAVE A QUESTION...WHO SHOULD I CONTACT?

A GUIDE FOR RESEARCH ADMINISTRATORS

1. Can my questions be answered at my institution?
 - Research the issue
 - Talk to the sponsored programs office, the accounting office, etc.

2. Can my question be answered by written policy or regulations?

Sources to check:

 - NIH Grants Policy Statement <http://grants.nih.gov/grants/policy/policy.htm>
 - 45 CFR Part 74, HHS Regulations Administration of Grants
 - OMB Circulars (cost principles, administrative standards, audit)
 - NIH Home Page (<http://www.nih.gov>)

3. Can my question be answered by the awarding component (the institute or center at NIH that issued the award)?
 - Grants Management Specialist
 - Program Official
 - Grants Management Officer

4. Can my question be answered by another office at NIH?
 - Office of Human Research Protection: (301) 496-7005
 - Office of Laboratory Animal Welfare (301) 496-7163
 - Office of Extramural Outreach and Information Resources, Grants Information: (301) 435-0714; email address grantsinfo@nih.gov
 - Small Business Innovation Research (Ms. Jo Anne Goodnight): (301) 435-2688
 - Research Training: (301) 435-2770 (Dr. Walter Schaffer)
 - Office of Financial Management: (301) 402-9123
 - Extramural Inventions Reporting Office: (301) 435-1986

5. If I tried the above sources and still have a general policy question unanswered, call the Division of Grants Policy, OPERA (301) 435-0949

NIH GRANTS MANAGEMENT ADVISORY COMMITTEE

Members	ICD	GMO	Address	Phone	FAX	MSC
Regina H. White	OPERA		RKL1/3513	435-0949	435-3059	7974
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Bruce Ringler	NIMH	+	NSC/6001/6115	443-2811	443-6885	9605
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Judy Simons	NIAAA	+	6000/Willco/504	443-4704	443-3891	7003
Sara Stone	NIDCD	+	EPS/400C	402-0909	402-1758	7180
Thomas Turley	OPERA		RKL1/1178	435-1961	435-3059	7974
Cathy Walker	OPERA		RKL1/1124	402-0690	480-4185	7982
Diane Watson	NICHD	+	6100/8A01	496-5001	402-0915	7510
Linda C. Whipp	NIA	+	GWY/2N212	496-1472	402-3672	9205
Suzanne White	NHLBI	+	RKL2/7160	435-0147	480-3310	7926

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Denis Doyle	OLAW		Rkl1/360	594-2289	402-7065	7982
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Suzanne Servis	OMA		6011/601	402-6073	402-0169	7669

GMAC Training Subcommittee Co-Chairs

Debra Carle	NIAAA		6000/504/Willco	443-4705	443-3891	7003
Michael Morse	NIAMS		45/5AS51	594-3506	480-5450	6500

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Grants Management Officer

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<u>Program</u>	<u>Program Contact</u>	<u>Grants Management Contact</u>
Fogarty International Research Collaboration Award	Dr. Kathleen Michels Building 31, Room B2C39 (301) 496-1653 kathleen_michels@nih.gov	Ms. Randolph Williams Building 31, Room B2C29 (301) 496-5710 willrand@mail.nih.gov
Minority International Research Training Grant	Dr. Barbara Sina Building 31, Room B2C39 (301) 496-1653 barbara_sina@nih.gov	Mr. Andy Jones Building 31, Room B2C29 (301) 402-9592 jonesan@mail.nih.gov
International Cooperative Biodiversity Groups (Cooperative Agreement)	Dr. Flora Katz Building 31, Room B2C39 (301) 496-1653 katzf@mail.nih.gov	Mr. Bruce Butrum Building 31, Room B2C29 (301) 496-1670 butrumb@nih.gov
International AIDS Training Grants	Dr. Jeanne McDermott Building 31, Room B2C39 (301) 496-1653 jeanne_mcdermott@nih.gov	Mr. Andy Jones Building 31, Room B2C29 (301) 402-9592 jonesan@mail.nih.gov
International Training and Research in Environmental and Occupational Health	Dr. Barbara Sina Building 31, Room B2C39 (301) 496-1653 barbara_sina@nih.gov	Ms. Randolph Williams Building 31, Room B2C29 (301) 496-5710 willrand@mail.nih.gov
International Maternal and Child Health Research and Training Program	Dr. Jeanne McDermott Building 31, Room B2C39 (301) 496-1653 jeanne_mcdermott@nih.gov	Mr. Andy Jones Building 31, Room B2C29 (301) 402-9592 jonesan@mail.nih.gov

<u>Program</u>	<u>Program Contact</u>	<u>Grants Management Contact</u>
Medical Informatics	Dr. Flora Katz Building 31, Room B2C39 (301) 496-1653 katzf@mail.nih.gov	Ms. Randolph Williams Building 31, Room B2C29 (301) 496-5710 willrand@mail.nih.gov
International Training and Research in Emerging Infectious Diseases	Dr. Barbara Sina Building 31, Room B2C39 (301) 496-1653 barbara_sina@nih.gov	Mr. Andy Jones Building 31, Room B2C29 (301) 402-9592 jonesan@mail.nih.gov
Ecology of Infectious Diseases	Dr. Joshua Rosenthal Building 31, Room B2C39 (301) 496-1653 joshua_rosenthal@nih.gov	Mr. Bruce Butrum Building 31, Room B2C29 (301) 496-1670 butrumb@nih.gov
International Bioethics Education and Career Development Award	Dr. Barbara Sina Building 31, Room B2C39 (301) 496-1653 barbara_sina@nih.gov	Ms. Randolph Williams Building 31, Room B2C29 (301) 496-5710 willrand@mail.nih.gov
International Malaria Research Training Program	Dr. Barbara Sina Building 31, Room B2C39 (301) 496-1653 barbara_sina@nih.gov	Mr. Andy Jones Building 31, Room B2C29 (301) 402-9592 jonesan@mail.nih.gov
International Research Scientist Development Award	Dr. Kathleen Michels Building 31, Room B2C39 (301) 496-1653 kathleen_michels@nih.gov	Ms. Randolph Williams Building 31, Room B2C29 (301) 496-5710 willrand@mail.nih.gov
Senior International Fellowship	Dr. Kathleen Michels Building 31, Room B2C39 (301) 496-1653 kathleen_michels@nih.gov	Ms. Randolph Williams Building 31, Room B2C29 (301) 496-5710 willrand@mail.nih.gov
Foreign Grant Clearance	Regional Program Officer Building 31, Room B2C11 (301) 496-4784	Judy Levin (East Asia, Pacific, East Africa, Middle East) Kevin Bialy (Latin America, South Asia)

Information Offices

Public Affairs Officer

Ms. Irene Edwards

Building 31, Room B2C29

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edwardsi@ficod.fic.nih.gov

Information Contacts for Funding Status:

Competing: Contact appropriate program staff

Non-Competing: Contact grants management staff stated on award notice

Administration of Grants: Mr. Bruce Butrum (301) 496-1670 or grants management staff stated on award notice.

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Program

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<u>Program</u>	<u>Program Contact</u>	<u>Grants Management Contact</u>
Training (including all Fellowships, Career Awards, Institutional Training Grants & Education Grants)	Dr. Lisa Begg (301) 496-8580 FAX: (301) 402-4472 lb200w@nih.gov	Ms. Catherine Blount (301) 496-3179 FAX: (301) 496-8601 cb136g@nih.gov
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Biological Carcinogenesis	Dr. Jack Gruber (301) 496-9740 FAX: (301) 496-2025 jg65y@nih.gov	Mr. Bill Wells (301) 496-8796 FAX: (301) 496-8601 ww14j@nih.gov
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Cancer Genetics	Dr. Cheryl Marks (301) 435-5226 FAX: (301) 496-8656 cm74v@nih.gov	Mr. Bill Wells (301) 496-8796 FAX: (301) 496-8601 ww14j@nih.gov
Cancer Immunology and Hematology/Oncology	Dr. John Sogn (301) 496-7815 FAX: (301) 402-1037 js150x@nih.gov	Mr. Bill Wells (301) 496-8796 FAX: (301) 496-8601 ww14j@nih.gov
Chemical and Physical Carcinogenesis	Dr. David Longfellow (301) 496-5471 FAX: (301) 496-1040 dl58s@nih.gov	Mr. Bill Wells (301) 496-8796 FAX: (301) 496-8601 ww14j@nih.gov
Mouse Models of Human Cancers	Dr. Cheryl Marks (301) 435-5226 FAX: (301) 496-8656 cm74v@nih.gov	Mr. Bill Wells (301) 496-8796 FAX: (301) 496-8601 ww14j@nih.gov
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<u>Program</u>	<u>Program Contact</u>	<u>Grants Management Contact</u>
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Division of Cancer Treatment and Diagnosis

AIDS Cancers	Dr. Jodi Black (301) 402-6293 FAX: (301) 496-0826 jb377x@nih.gov	Ms. Eileen Natoli (301) 496-8791 FAX: (301) 496-8601 en10d@nih.gov
Biochemistry and Pharmacology (including Drug Discovery)	Dr. Mary Wolpert (301) 496-8783 FAX: (301) 402-5200 mw8u@nih.gov	Ms. Eileen Natoli (301) 496-8791 FAX: (301) 496-8601 en10d@nih.gov
Biological Response Modifiers	Dr. Stephen Creekmore (301) 846-1098 FAX: (301) 846-5429 sc63a@nih.gov	Ms. Eileen Natoli (301) 496-8791 FAX: (301) 496-8601 en10d@nih.gov
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<u>Program</u>	<u>Program Contact</u>	<u>Grants Management Contact</u>
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Imaging Technology Development	Dr. Laurence Clarke (301) 496-9531 FAX: (301) 480-5785 lc148m@nih.gov	Ms. Eileen Natoli (301) 496-8791 FAX: (301) 496-8601 en10d@nih.gov
Molecular Imaging	Dr. John Hoffman (301) 496-9531 FAX: (301) 480-5785 jh432q@nih.gov	Ms. Eileen Natoli (301) 496-8791 FAX: (301) 496-8601 en10d@nih.gov
Radiotherapy Development	Dr. Francis Mahoney (301) 496-9360 FAX: (301) 480-5785 fm43q@nih.gov	Ms. Eileen Natoli (301) 496-8791 FAX: (301) 496-8601 en10d@nih.gov
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<u>Program</u>	<u>Program Contact</u>	<u>Grants Management Contact</u>
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Community Oncology and Prevention Trials	Dr. Joseph Kelaghan (301) 496-8541 FAX: (301) 496-8667 jk85i@nih.gov	Mr. Bill Wells (301) 496-8796 FAX: (301) 496-8601 ww14j@nih.gov
Early Detection	Dr. John Gohagan (301) 496-3982 FAX: (301) 402-0816 jg72p@nih.gov	Mr. Bill Wells (301) 496-8796 FAX: (301) 496-8601 ww14j@nih.gov
Gastrointestinal and Other Cancers	Dr. Ernest Hawk (301) 496-8563 FAX: (301) 402-0553 eh51p@nih.gov	Mr. Bill Wells (301) 496-8796 FAX: (301) 496-8601 ww14j@nih.gov
Lung and Upper Aerodigestive Cancer	Dr. Eva Szabo (301) 435-2456 FAX: (301) 402-0816 es99v@nih.gov	Mr. Bill Wells (301) 496-8796 FAX: (301) 496-8601 ww14j@nih.gov
Nutritional Science	Dr. Carolyn Clifford (301) 496-8573 FAX: (301) 402-0553 cc77v@nih.gov	Mr. Bill Wells (301) 496-8796 FAX: (301) 496-8601 ww14j@nih.gov
Prostate and Urologic Cancer	Dr. Ronald Lieberman (301) 496-8563 FAX: (301) 402-0553 rl39r@nih.gov	Mr. Bill Wells (301) 496-8796 FAX: (301) 496-8601 ww14j@nih.gov

Program

Program Contact

Grants Management Contact

Division of Cancer Control and Population Science

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Program

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Office of Cancer Survivorship

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ww14j@nih.gov

Information Contacts for Funding Status

Competing: Name of the program person signing the transmittal letter accompanied by the summary statement.

Noncompeting: Grants management contact listed on award notice.

Administration of Grants: Grants management contact listed on award notice.

General Grant Questions: Ms. Roslyn Bacon, Deputy Grants Management Officer
Phone: (301) 496-7753
rb74m@nih.gov

NATIONAL CENTER FOR COMPLEMENTARY AND

ALTERNATIVE MEDICINE (NCCAM)

6707 Democracy Blvd.

Suite 401, MSC5475

Bethesda, MD 20892-5475

Express mail address: Change ZIP Code to 20817

Website: <http://nccam.nih.gov>

GRANTS MANAGEMENT OFFICE CENTRAL NUMBER: (301) 451-6330
(301) 480-1552 FAX

Grants Management Officer

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Mr. Marc Pitts	pittsm@mail.nih.gov	(301) 594-9095
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Division of Extramural Research and Training

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Acting Director for Division of Extramural Research and Training

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Program Contacts

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Dr. Neal West	westn@mail.nih.gov	(301) 402-5867
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Information Offices

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Freedom of Information Officer

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Privacy Act Coordinator

Ms. Kathleen Stephan
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Information Contacts for Funding Status:

Competing: Contact appropriate program staff

Noncompeting: Grants management contact listed on last Notice of Grant Award

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Connecticut	Minnesota	New York	Arkansas	Massachusetts	DC
New Jersey	Utah	North Carolina	CANADA	Michigan	FRANCE
Pennsylvania	NETHERLANDS	Oregon	Delaware	South Carolina	Illinois
Tennessee		South Dakota	Florida	UNITED KINGDOM	Maine
		Virginia	Hawaii	Washington	Nebraska
		West Virginia	Indiana		New Hampshire
			Iowa		Ohio
			Kansas		Rhode Island
			Kentucky		Vermont
			Louisiana		Wisconsin
			Missouri		
			Montana		
			Nevada		
			New Mexico		
			North Dakota		
LA	CAROW	THURSTON	PARHAM	PROPER	AUSTIN
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			Texas		
			Idaho		

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Systems & Cognitive Neuroscience	Dr. Cheryl Kitt NSC Bldg., Rm. 2116 (301) 496-1431 ck82j@nih.gov	Dr. Henry Khachaturian NSC Bldg., Rm. 2154 (301) 496-4188 hk11b@nih.gov	Mr. King P. Bond, Jr. NSC Bldg., Rm. 3290 (301) 496-3813 kbs33@nih.gov
Development	Dr. Deborah Hirtz NSC Bldg., Rm. 2143 (301) 496-5821 dh83f@nih.gov	Dr. Henry Khachaturian NSC Bldg., Rm. 2154 (301) 496-4188 hk11b@nih.gov	Mr. King P. Bond, Jr. NSC Bldg., Rm. 3290 (301) 496-3813 kbs33@nih.gov
Neural Environment	Dr. Audrey Penn Acting Bldg. 31, Rm. 8A52B (301) 496-3167 ap101d@nih.gov	Dr. Henry Khachaturian NSC Bldg., Rm. 2154 (301) 496-4188 hk11b@nih.gov	

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Competing: Name of program director signing council letters

Noncompeting and Administration of Grants: Program Director or Grants Management Specialist identified on notice of grant award

SBIR/STTR

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Training

Competing: Dr. Henry Khachaturian, (301) 496-4188

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Grants Management Contact

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Noncompeting: Grants Management Office (301) 496-4221

OFFICE OF POLICY FOR EXTRAMURAL RESEARCH ADMINISTRATION, OER, NIH (OPERA)

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Director, OPERA

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OPERA Functions

1. Provides general grants policy and procedural guidance to applicants, grantees, and staff of NIH awarding offices.
2. Ensures appropriate grants administration policy and procedure exist to administer NIH extramural grant programs and provide proper stewardship of Federal funds.
3. Facilitates communication and education of the grantee community through the publication of educational guides and presentations at various public forums and seminars concerning NIH grants administration, including maintenance of the Office of Extramural Research website.
4. Responsible for Electronic Research Administration for NIH: IMPAC II and Commons.
5. Responsible for policies and documentation concerning extramural inventions made with the assistance of NIH research grants and research and development contracts.
6. Reviews materials for information-gathering activities conducted under research contracts in accordance with OMB clearance requirements.
7. Conducts activities that extend, improve and/or maintain system capabilities to satisfy the information requirements associated with NIH extramural activities.
8. Responsible for project clearance.

OPERA Organization

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	<u>Bldg/Room</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
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<u>Grants Policy Branch</u>				
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Ms. Yvette Porter	RKL1/1144	435-1058	480-0272	yplm@nih.gov
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The Office of Financial Management, Government Accounting Branch in conjunction with the Office of Extramural Research is responsible for ensuring the accuracy of financial data for grant awards between the IMPAC II System and the Central Accounting System.

Inquiries regarding the authorized and disbursed amounts for an award (e.g. as shown on the PSC 272 report, if the authorized amount does not reconcile to the NIH source documents), should be directed to the Office of Financial Management's Government Accounting Branch. Please contact Mr. Myles Burgess via email at BurgessM@od.nih.gov or by phone at (301) 402-5280. You may also contact Mr. Dana Billingslea at BillingD@od.nih.gov or by phone at (301) 402-5811.

The Office of Financial Management is also responsible for reconciling differences between the NIH Central Accounting System and the HHS Payment Management System (PMS). Inquires regarding processing payment requests for grant funds, PSC 272 report disbursement amounts, and remittances of funds (e.g. interest collection, whereby the grantee earns interest on government funds) should be directed to the Payment Management System.

CONTACT POINTS

Payment Management System address:

Program Support Center

Financial Management Service

Division of Payment Management (DPM)

POB 6021

Rockville, Maryland 20852

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DPM website address: <http://www.dpm.psc.gov>

PMS Welcome Page website address: <http://dpmlink.dpm.psc.gov>

PMS Help Desk: 877-614-5533

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Provides cost analysis, financial capability and accounting system reviews to contracts and grants management offices in connection with the review and analysis of contract and grant budgets. Responsible for the resolution of findings in audit reports of NIH contractors and grantees. Provides on-site technical assistance to Institutes and Centers.

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Responsible for negotiating provisional and final indirect cost rates with commercial companies that receive the preponderance of their Federal awards from HHS.

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Mid-Atlantic Office

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Kentucky, Maryland, Mississippi,
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South Carolina, Tennessee,
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