

# APPENDIX B

## NONPROFIT ORGANIZATIONS

Principal Investigators should contact non-profit organizations for their indirect cost rate and services provided. Rates are subject to change.

### **Henry M. Jackson Foundation for the Advancement of Military Medicine**

The Henry M. Jackson Foundation for the Advancement of Military Medicine, Inc., (HJF) supports more than 1,000 innovative medical research projects in collaboration with military medicine. We continue to expand in scope and diversity, with 24 years of consecutive growth. The Foundation has more than 1,600 employees at more than 90 sites, including the Uniformed Services University of the Health Sciences, Walter Reed Army Medical Center, and the Naval Medical Research Center.

#### *Research Administration*

Our unique, established infrastructure gives military personnel the flexibility to accomplish their research goals quickly and cost effectively. HJF facilitates and supports hundreds of investigator-initiated research projects. HJF services fill a broad spectrum of pre-award and post-award needs. Our services include:

- Recruiting top-quality research personnel.
- Providing quick access to supplies and equipment.
- Negotiating sub-awards and vendor contracts.
- Managing budgets and financial reports, including 24/7 online financial information.
- Facilitating compliance with sponsor guidelines.
- Providing travel services.
- Providing communications and graphic production services.

The facilities and administrative rate for HJF is 15.2% for projects conducted at sites other than the Uniformed Services University (USU). Projects conducted at USU have a different rate.

HJF's Office of Sponsored Programs (OSP) is the department that offers assistance in the preparation and submission of grant applications and assures that grant applications comply with federal regulations and other applicable policies and guidelines.

For more information, please contact our [Office of Sponsored Programs](#) at 301-294-7286 or email at [ospnga@hjf.org](mailto:ospnga@hjf.org). Researchers with current programs at HJF can access their detailed financial information through [HJFOnline](#), our secure website. Detailed information on our services is available in our online [Guide to Services](#). To learn more about HJF go to <http://www.hjf.org> or call the Office of Sponsored Programs at 301-424-0800.

## **The Geneva Foundation**

The Geneva Foundation is a private, non-profit organization created in 1993 with the sole purpose to support and promote the advancement of military medicine. Geneva's vision is to be the premier foundation serving the military medical community, fostering research and educational opportunities while providing superior customer service with the highest level of integrity. We strive to work hand-in-hand with our partners to shape the future of military medicine.

The Geneva Foundation provides a broad spectrum of pre-award services to assist researchers in proposal development by:

- Facilitating the planning and development stages of writing a proposal.
- Serving as a liaison between the principal investigator (PI) and TSNRP.
- Preparing a justifiable budget in compliance with governing regulations.
- Providing proposal editing and feedback.
- Preparing and packaging the proposal for submission to TSNRP.
- Negotiating the research award on behalf of the PI.

The Geneva Foundation will not apply a fee for assistance in proposal development. Our goal in providing this service is to increase the likelihood that your proposal will be funded. We simply ask that you allow our grant management team to administer your grant award.

Our grant management team will assist in guiding study commencement by:

- Procuring supplies and equipment.
- Hiring research personnel.
- Obtaining necessary clearances and assurances.
- Negotiating and managing all sub-awards and subcontracts.
- Preparing the CRADA and working with local regulatory offices.
- Ensuring compliance with federal regulations, award terms and conditions, and OMB circulars.
- Reviewing and assisting with the preparation of all study-related correspondence to TSNRP.
- Meeting with the research team on regular basis to discuss study-related changes, progress and budgets.
- Guiding the researcher through study closeout to include equipment disposition, record retention, and preparation of the final report.

As a research partner, the Geneva Foundation comprises field researchers and personnel with a diverse range of education and experience, who work on-site with principal investigators to conduct various aspects of the research.

Contact the Geneva Foundation <http://www.thegenevafoundation.org> or call them at 253-383-1398.

## **TRUE Research Foundation**

T.R.U.E. Research Foundation, as a 501(c)(3) non-profit, accepts grants from and makes grants to all branches, departments, and service organizations within the military for the purpose of carrying out cooperative enterprises in medical research, medical consultation, and medical education as directed by 10 USC 2113 (j)(1)(A).

TRUE administers funds on behalf of military institutions/federal laboratories for their portion of work. Administering includes making expenditures within the budgeted categories and within the allotted amounts as well as tracking all income.

TRUE works with the PI to hire and oversee personnel as needed and identified within the budget.

TRUE purchases equipment, supplies, or arranges travel as identified within the budget.

TRUE enters into contracts with all identified subcontractors/consortia identified within the budget.

TRUE is subject to the Federal Auditing Requirements as per OMB Circular A-133 and has a yearly independent audit.

The military site/federal principal investigator is responsible for all scientific aspects of the grant.

TRUE's current DHHS negotiated rate for administration of funds is 10%. This excludes any equipment, and includes 10% of the first \$25,000 for the first year only for any subcontracts.

Please contact me at [t.nakamura@trueresearch.org](mailto:t.nakamura@trueresearch.org) for further information or with any questions. Visit our Web site <http://www.trueresearch.org> or call us at 210-829-1239.