# Institutional Information

| Name and Address | The Regents of the University of California, San Francisco  
c/o Office of Sponsored Research, Box 0962  
3333 California Street, Suite 315 San Francisco, CA 94143 (Use 94118-6215 for Federal Express)  
For address to mail checks, click here. |
|---|---|
| Taxation Information | UCSF is a Public nonprofit educational institution exempt under Section 501(c)(3) of IRS code. Supporting documentation (501(c)(3) status letter, Current W-9, CA 590 Withholding Exemption, etc.) may be found at the Controller's Website under Tax Information.  
- Federal Tax ID number (TIN/EIN): 94-6036493  
- Federal Tax ID number (TIN/EIN) (NIH only): 1946036493A6 |
| Financial and Audit Information | Please see the University of California's Annual Financial Statements and the Annual Audit Report on Financial Statements and on Federal Awards in accordance with OMB Circular A-133.  
A-133 Audit Findings Notification to Pass Through Entities are available at the bottom of the UCOP A-133 Audit Reports page. |
### Certifications and Accreditations

#### Human Research Projection Program and Institutional Review Board (formerly Committee on Human Research)
- UCSF holds Federal Wide Assurance (FWA) number 00000068 (Click here for contact information)
- For additional accreditation information and numbers, see the IRB website.

#### Institutional Animal Care and Use Committee (IACUC)
- Animal Care and Use Committee: PHS Approved Animal Welfare Assurance Number: D16-00253/A3400-01 (Click here for key point of contact)
- AAALAC Accreditation #001084 Effective: 06/14/2004

#### Certificate of Insurance and Insurance Limits
University of California Certificate of Self-Insurance Coverage
UCSF Institutional Numbers

- Dun and Bradstreet (DUNS) number: 09-487-8337
  - SAM: How to check status
- Primary NAICS Code: 611310
- Army Cage No.: 4B560
- Office of Postsecondary Education (OPE) ID Number (formerly known as FICE code) number: 00131900
- CEC CODE: 61-956-771C
- Advance Payment Pool
  - Air Force: F49620-92-A-003
  - Army: DACA-FAP-B-84-0009
- Letter of Credit Numbers
  - DHHS: 75-08-1490
  - NSF: 49-00-0265
  - EPA: 68-13-3024
  - NASA: 80-00-0029

County: San Francisco
Political district: U.S. Congressional District: CA-012

Cognizant Federal Audit Agency:
HHS Office of Inspector General Office of Audit Services
50 United Nations Plaza
San Francisco, CA 94102

Cognizant Federal Audit Agency Contact: Jeanette Lu (415) 437-7820
Email address for awards:  cgawardteam@ucsf.edu

Contact for payment:  CGASvcDesk@ucsf.edu

Financial Officer:  Mary Catherine "MC" Gaisbauer  (415) 476-7007

Checks should be made payable to:
The Regents of the University of California

Checks for all awards should be mailed to:

**Post Office Remittance Address (U.S. Postal Service deliveries):**

UCSF MAIN DEPOSITORY
P.O. Box 748872
Los Angeles, CA 90074-4872

**Overnight Mail (Courier Services requiring a street address):**

Bank of America Lockbox Services
Lockbox 748872
2706 Media Center Drive
Los Angeles, CA 90065-1733

**Incoming Electronic Fund Transfers (EFT)**

The University can accept electronic transfer as a depository option, either in the form of a wire or Automated Clearing House (ACH).

*Please note* that wire transfers are costly as there is a banking fee imposed by the remitter's bank. If the remitter does not pay the fee, the bank will deduct the fee from the payment before transferring payment to the University's bank account. If funds are being wired, Departments may want to incorporate the banking fee into its billing.

1. Provide the following banking information to the sending bank:

   - Our bank address (for **wires**):
     Bank of America
     100 West 33rd Street
     New York, NY 10001

   - Our bank address (for **ACHs**):
     Bank of America
     2000 Clayton Road
     Concord, CA 94520

     ABA Routing No. (for **wires**):  026009593
     ABA Routing No. (for **ACHs**):  121000358
     Bank Account Name:  Regents of the University of California, San Francisco
     Bank Account No.:  12335-23601
     Swift Code (for **international wire transfers**):  BOFAUS3N

   - Provide the following addendum information to the sending bank:
     - The name and phone number of the Department contact (who to contact regarding remittance).
     - The name of the agency that is remitting payment (sponsor).
     - Purpose of the EFT and identifying numbers (invoice, student ID, Proposal #, etc.)
Research Management Services Signing Officials

**Team A**
Michelle Kim Stevens, Team Manager  
Sharon Louie, Assistant Team Manager  
Natalie Carver, RSC  
Damian Delgado, RSC  
Marico Moredo, RSC  
Kerri Santos, RSC  
Shannon Schechter, RSC  
Phillip DeBiase, Award Specialist

**Team B**
Laura Barde, Team Manager  
Sally Brown, RSC  
Anne Crosthwaite, RSC  
Lorraine de Guzman, RSC  
Ellen Kerman, RSC  
Moira McAlister, RSC  
Michelle Osborn, RSC  
Sara Yturralde, RSC

**Team C**
Maggie Cho, Team Manager  
Deborah Ferguson Fitch, RSC  
Lei Lei Win, RSC  
Anita Yip, RSC

**Team D**
Deborah Good, Team Manager  
Paul Guimbatan, Assistant Team Manager  
Catherine Chan, RSC  
Wayland Gee, RSC  
Charles Hinger, RSC  
Arabella Teng, RSC  
Kimberly Thai, RSC  
Grace Wong, RSC

**Team E and F**
Eunice Chang, Team Manager  
Beth Grande, Assistant Team Manager  
Olive Giovannetti, Assistant Team Manager  
Aiperi Alybaeva, RSC  
Christopher Ambridge, RSC  
Ruth Desmond, Sponsored Research Specialist  
Estrella Garcia, RSC  
Sharon Hutchinson, RSC  
Richard La, RSC  
Julia Mathis, RSC  
Julia Saelee, RSC  
Tiffany Takade, RSC  
Julie Tang, RSC

**Team G**
Deborah Good, Team Manager  
Paul Tang, Assistant Team Manager  
Mayumi Cutler, RSC  
David Derpich, RSC  
Neil Fang, RSC

**Team H**
Nina Mayo-Baylon, Team Manager  
Rachel Brent, Sponsored Research Specialist  
Angela Leung, RSC  
Travis Rimando, RSC  
Renuka Sippy, RSC  
Kelly Yeung, RSC

**Team I**
Monica Hazlewood, Team Manager  
Linda Chow, Assistant Team Manager  
Ada Chen, RSC  
Yasemin Atakuman, RSC  
Jenny Gallaher, RSC

**Team J**
Michelle Kim Stevens, Team Manager  
Christine Morris, Assistant Team Manager  
Beth Bartelmez, RSC  
Keith Jones, RSC  
Rejina Sincic, RSC

**Other RMS**
Mae Moredo, Senior Associate Director, Proposals and Grants

**GBC Signing Officials**
Jean Jones, Senior Associate Director, Contracts and Awards  
Janellyn Chiu, Contract Specialist  
Megan Delain, Contract Specialist  
Catherine Lagarde, Contract Specialist  
Joti Mahal-Gill, Contract Specialist  
Scott Mayhew, Contract Specialist
### Dean's Contacts for Award Advance forms

| School of Dentistry | Email the Dean and cc the Associate Dean and Dean's Assistant:  
|                    | John D.B. Featherstone  
|                    | Dean  
|                    | jdbf@ucsf.edu  
|                    | Larisa Kure  
|                    | Associate Dean for Administration and Finance  
|                    | larisa.kure@ucsf.edu  
|                    | Jennifer Williams  
|                    | Assistant to the Dean  
|                    | WilliamsJ@dentistry.ucsf.edu |

| School of Medicine | Email:  
|                   | Amal Smith (will sign as Dean Delegate)  
|                   | Associate Dean for Financial Affairs  
|                   | amal.smith@ucsf.edu |

| School of Pharmacy | Email Dr. Gugielmo's assistant  
|                   | Liana Crosby  
|                   | liana.crosby@ucsf.edu |

| School of Nursing | Email Maggie Cho (RMS Manager Team C) to determine proper contact for SON Dean's Signature.  
|                  | maggie.cho@ucsf.edu |

### Research Management Services Teams, Department Chairs, MSOs and Delegated Authorities

Click here for the most current list.