JHU Sending $ to APL

Process Considerations

APL possesses more than 5,000 full-time staff (68% of whom are engineers and scientists) and a wide range of technical capabilities that may be of interest to other divisions of JHU. See [www.jhuapl.edu](http://www.jhuapl.edu) for further insight.

Streamlined contracting pathways exist between JHU and APL making it easy to obtain APL support. JHU personnel who desire APL’s support shall bring such requirement to the attention of their respective University Research Administration (JHURA) contact. JHURA personnel will coordinate the appropriate contract actions with their respective counterparts within APL’s Contracts Group.

**APL Contracts Group P.O.C.s:**

Melinda Locke ([melinda.locke@jhuapl.edu](mailto:melinda.locke@jhuapl.edu)) : For all US Government Grant awards and subawards)

Julie Pattison ([julie.pattison@jhuapl.edu](mailto:julie.pattison@jhuapl.edu)): For all other projects (contracts, private awards, corporate funding, etc…). Note: Julie will be the initial P.O.C. for these projects types and will advise JHU of any assignment to other APL Contract Managers.

JHU’s pre-award communication to APL’s Contract Group P.O.C. shall include:

1. APL Technical/Programmatic P.O.C.
2. Any solicitation requirements that are pertinent to APL’s work (e.g. regulatory or customer required flow-downs)
3. Specific identification of any customer-imposed limitations (e.g., overhead recovery or salary caps)
4. Any special proposal content requirements
5. Proposal due date (APL>JHU)

JHU’s Work Agreement (WA) authorizing APL effort shall be sent to the APL P.O.C.s identified above for review. If there are no changes required to the WA, APL will sign and return it to JHU for countersignature.

Notes:

APL is subject to Commercial Cost Principles (Ref. FAR 31.2) and therefore, is not subject to the UG Cost Principles (Ref. Subpart E). APL does not have a Negotiated Indirect Cost Rate Agreement (NICRA), instead its proposals are developed using its current Forward Pricing Rates (FPRs). It is important for JHU to understand this distinction when contracting under federal awards (or subawards/subcontracts thereunder) and in determining flow down of appropriate terms and conditions to APL.

1. All APL support to JHU requires the submission of a proposal consistent with APL Corporate Policy & Procedure.