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## RAPSS Phase II Launching in August

Phase II of the Research Administration and Proposal Submission System (RAPSS), will launch in August. The completion of Phase II provides the expanded functionality of RAPSS that includes the review, approval, submission, and tracking of all funding proposals for research at Rutgers. Currently RAPSS is being used to process new proposal submissions to federal agencies that use Grants.gov.

As noted by the Office of Research and Economic Development (ORED), "RAPSS will now include information for the initial set-up and tracking of research-related awards as well as the management and tracking of research agreements, subawards, and on-going adjustments to research funding via awards modifications. Additionally, the request and approval process of advance accounts will be migrating to RAPSS. This electronic gateway will be utilized by both the Office of Research and Sponsored Programs (ORSP) and the Office of Corporate Contracts (OCC)."

**Starting in August, RAPSS is mandatory for all new applications, regardless of the sponsor, for the internal endorsement of the proposal.** As per the Office of Research and Economic Development, "for applications to federal agencies being submitted through Grants.gov, RAPSS must be used for the formal submission as long as the agency's application package is compatible with RAPSS. In the event that the application forms

are not compatible with RAPSS, applicants must still use RAPSS for the internal endorsement. But the formal submission will need to be prepared and submitted outside of the system using the downloaded Grants.gov application package."

Certain agencies, for example the National Science Foundation (NSF), maintain their own submission system. In a case like this, RAPSS must be used for the internal endorsement of the proposal. However, the agency's submission system will be used for the submission of the application.

Please contact the Office of Sponsored Research if you have any questions regarding the submission of your proposal and its compatibility with RAPSS.

The Office of Research and Sponsored Programs (ORSP) is offering training sessions for users to learn the RAPSS system. All training is conducted in the RAPSS training environment,

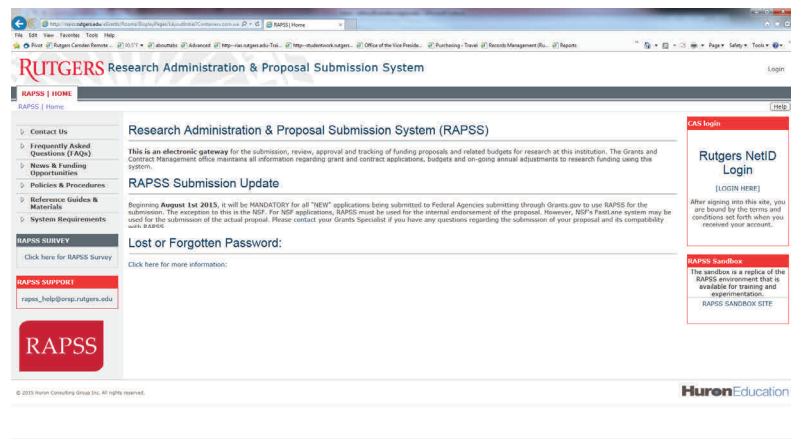
available [here](#). The training system (sandbox site) is available regardless of whether or not a training session has been attended.

**RAPSS Phase II training sessions will be held on the Rutgers University-Camden campus on Wednesday, July 6th and Friday, July 22nd.**

24 hours advance registration is required. More information regarding the training sessions is available on page four of this newsletter.

**All faculty and staff who have been or will be submitting grants are strongly encouraged to attend the RAPSS Phase II Training.**

The session will also include the "Approver" training for those who normally approve the endorsement form. Also, these sessions will cover training on agreements, awards, modifications and subawards along with the incorporation of online training for some of these modules Register [here](#).





# RAPSS Phase II Training Sessions

Phase II of the Research Administration and Proposal Submission System (RAPSS) will be launching in August. Phase II will include the review, approval, submission and tracking of all funding proposals. The paper endorsement form will no longer be used. All grants will be submitted via RAPSS except for those certain agencies, such as the NSF, that maintain their own submission system. In such cases, RAPSS must be used for the internal endorsement of the proposal, but the agency's submission system will be used for the formal submission of the application.

There will be **RAPSS PI & Proposal Team Training** sessions for the Camden campus on Wednesday, July 6, 2016 and Friday, July 22, 2016.

All faculty and staff who have been or will be submitting grants are strongly encouraged to attend the **RAPSS PI & Proposal Team Training** session. The session will also include information about the "Approver" training portion for those who normally approve the endorsement form. Approvers may attend the session to learn more about the overall process.

We hope that you will be able to sign up for one of the sessions listed below.

## RAPSS Training Sessions

**Date: Wednesday, July 6, 2016**

**Location: Rutgers-Camden—Armitage Hall, Room 101**

The afternoon session is a repeat of the morning session. Only one session needs to be attended.

- ◆ 9:00 am to 11:00 am – PI & Proposal Team Training
- ◆ 12:30 pm to 2:30 pm – PI & Proposal Team Training

## RAPSS Training Session

**Date: Friday, July 22, 2016**

**Location: Rutgers-Camden—Armitage Hall, Room 101**

- ◆ 9:00 am to 11:00 am – PI & Proposal Team Training

At least 24 hours advance registration is required. Please register for the training here – <http://marcy-cfinstext.rbhs.rutgers.edu/rutrprod/eproc/GenRegister.cfm>

Contact Camie Morrison ([cammor@camden.rutgers.edu](mailto:cammor@camden.rutgers.edu) or 856-225-2949), Director of Sponsored Research, if you have any questions or concerns regarding the RAPSS training sessions.

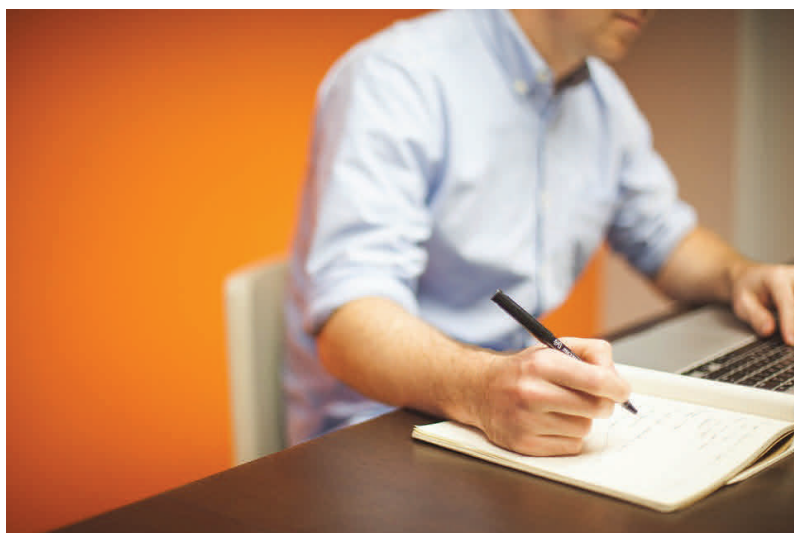
Thank you for your time and attention to this important training session.



## RAPSS Approver Training Video

In lieu of the Approver Training previously offered, please reference the **"Review Funding Proposal"** training video located here for guidance: <https://ored.rutgers.edu/rapss/video-guides>. It would be greatly appreciated if all faculty and staff who have been designated as approvers for their Departments, Centers or Schools watch the approver training video.

# National Endowment for the Humanities 2017 Summer Stipend Competition



The National Endowment for the Humanities has announced the 2017 Summer Stipends competition. The award is \$6,000. Rutgers-Camden may submit a maximum of two nominations for consideration.

The Summer Stipend program is a great way to earn summer salary and work on a research project

## NOMINATION PROCESS AT RUTGERS-CAMDEN CAMPUS

Faculty members teaching full-time at colleges and universities must be nominated by their institutions to apply for a Summer Stipend.

Any faculty member with a humanities project may apply for nomination for a Summer Stipend. The field of the project determines the eligibility for nomination to and

application for NEH Summer Stipends, not the field of the applicant.

**If you are interested in applying please submit the following: a cover sheet, a narrative of your project (text must not exceed three single-spaced pages) and a 2 page resume to the Rutgers-Camden Office of Sponsored Research by 4:30 PM on Monday, July 18, 2016. Please forward the application packet to the following:**

Camie Morrison  
Director  
Office of Sponsored Research  
311 North 5<sup>th</sup> Street, Room 351  
Camden, NJ 08102  
Email: cam-mor@camden.rutgers.edu

**The cover sheet should contain:**

-Name

- Title
- Address
- Telephone number
- Fax numbers
- email address
- status (junior or senior scholar) \*
- Field of study
- Project field of study.
- Title of project
- Names and e-mail addresses for your two recommenders. Also identify their respective departments and institutions.

\*Junior scholars are defined as those who are seven years or fewer beyond their final degree; senior scholars are defined as those who are eight years or more beyond their final degree.

If you are a foreign national, identify your country of citizenship and the month and year you entered the United States—see eligibility requirements at the NEH website noted below.

Please review the eligibility requirements, nominations and project narrative information. For additional information visit the NEH website at <http://www.neh.gov/grants/research/summer-stipends>.

Please contact Camie Morrison, Director of Sponsored Research if you have any questions at 856-225-2949.



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