December 14, 2017

Dear Faculty and Staff,

As you may be aware, the Office of Research and Sponsored Programs and the Office of Corporate Contracts began using our electronic system, the Rutgers Research Administration and Proposal Submission System (RAPSS), for new proposals to federal, state and other sponsors some time ago. We are pleased to announce that we are moving to a completely electronic endorsement process for research and sponsored programs beginning January 1, 2018.

RAPSS serves as an electronic endorsement and also has the capability of system-to-system proposal submission through Grants.gov. However, until now paper endorsements were still being used for some proposal submissions, including certain types of modifications. Now, we are able to accommodate all submissions in RAPSS and will be eliminating the paper process. This will allow all research and sponsored program activity to be captured and accessible in RAPSS, and it will allow for easier and more accurate reporting of such activity from a single system. Our former database, COEUS, will be maintained as a historical record, but, beginning FY18 Quarter 3, all activity will now be reported from RAPSS.

To aid investigators in transitioning from the paper endorsement to the RAPSS process, we have available guidance documents for specific situations that up to now had been processed outside of RAPSS. These documents are available at https://ored.rutgers.edu/rapss/quick-reference-guides. In addition, the matrix at https://ored.rutgers.edu/rapss/rapss-activity-matrix details how specific types of activity are currently treated in RAPSS and the changes after January 1, 2018. If you have any questions or concerns, please contact your grant specialist, who can answer your questions about submission and help you navigate through RAPSS.

Sincerely,

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