

*Online Submission of Research Enhancement  
Program Proposals via InfoReady.*



# OFFICE OF RESEARCH AND SPONSORED PROGRAMS

About Us	Research Services	For Researchers	STAR Park	University Research Foundation	Reports	Online Systems	Centers & Institutes	Resources
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Texas State > Office of Research and Sponsored Programs > Research Records and System Services > Research Enhancement Program

## Research Enhancement Program

REP Program Guidelines	REP Online Application System	REP Online Application Tutorial	Presentations and Workshops	University Research Enhancement Committee	Proposal Evaluation Forms	REP Terminal report	Awardees Archives Updated 2017
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**The program guidelines and application information requested (and word limits) remain unchanged and we encourage you to begin developing your submissions for the October 25, 2017 due date.**

*Notification that the application portal is operational will be sent to you as soon as possible.*

For questions regarding application submission contact: Dr. Yongxia Xia at [ys11@txstate.edu](mailto:ys11@txstate.edu) or at 512-245-2314

For programmatic questions contact Dr. Michael Blanda at [blanda@txstate.edu](mailto:blanda@txstate.edu) or at 512-245-2314

To login into the InfoReady system:

Click the link labelled “REP Online Application System” in the navigation bar on the Research Enhancement Program website:

<http://www.txstate.edu/research/oera/rep.html>

### Applications and Competitions for Grant Funding



Texas State University is now using InfoReady to manage its internal grant competitions.

Search:

Title	Due Date	Category	Award Cycle
		All	All
<a href="#">FY2018 REP Online Application - McCoy College of Business</a>	10/25/2017	Open Funding Opportunities	FY2018
<a href="#">FY2018 REP Online Application-College of Applied Arts</a>	10/25/2017	Open Funding Opportunities	FY2018
<a href="#">FY2018 REP Online Application-College of Education</a>	10/25/2017	Open Funding Opportunities	FY2018
<a href="#">FY2018 REP Online Application-College of Fine Arts and Communication</a>	10/25/2017	Open Funding Opportunities	FY2018
<a href="#">FY2018 REP Online Application-College of Health Professions</a>	10/25/2017	Open Funding Opportunities	FY2018
<a href="#">FY2018 REP Online Application-College of Liberal Arts</a>	10/25/2017	Open Funding Opportunities	FY2018
<a href="#">FY2018 REP Online Application-College of Science &amp; Engineering</a>	10/25/2017	Open Funding Opportunities	FY2018

Showing 1 to 7 of 7 entries

### Funding Opportunities

This system will be used to submit proposals for Research Enhancement Program, Limited Submissions, and MIRG.

Click the login button to access the InfoReady system.

### Login for Texas State University Users

Use your Texas State University user name and password to log into InfoReady Review.

[Texas State University Login](#)

### Login for Other Users

If you have an account, but aren't part of Texas State University, enter your email address and password below to log in.

Email Address:

Password:

[Forgot your password?](#)

Remember Me

Log In

Don't have an account, and not a Texas State University user? Try [registering for an account.](#)

Register >

### Customizing InfoReady Review

All the text on the home page can be customized in the Administration module. In the Configure Homepage section of Administration, you can edit the text in this section, the header above, as well as the header and text to the left, and the main image to the left of that.

Under the Customize Header and Footer section, you can change the logo and text in the header, and change the address and email contact information in the footer (the email contact must be an administrator in CompetitionSpace).

If you would like to include any support documents on the homepage, you can upload them using the Upload Support Documents option on the Configure System page. Support documents are optional; if you don't upload any, that section will not appear. If you do upload any support documents, they will appear below this section (Right Hand Text Area).

Click the blue Texas State University Login button





**Login to InfoReady Review -  
Texas State**

**NetID**

[› Forgot your password?](#)

[› Activate your NetID](#)

**Password**

Login

Use of computer and network facilities owned or operated by Texas State University requires prior authorization. Unauthorized access is prohibited. Usage may be subject to security testing and monitoring, and affords no privacy guarantees or expectations except as otherwise provided by applicable privacy laws. Abuse is subject to criminal prosecution. Use of these facilities implies agreement to comply with the policies of Texas State University.

Enter your Texas  
State Net ID and  
Password

# Approve dual authentication



[What is this?](#) 

[Add a new device](#)

[My Settings & Devices](#)

[Need help?](#)

Powered by Duo Security

Choose an authentication method



Duo Push RECOMMENDED

Send Me a Push



Call Me

Call Me



Passcode

Enter a Passcode



Remember me for 9 hours

### Applications and Competitions for Grant Funding

Welcome Arun. You have no new activity coming up.



Universities involved in research often need to run competitions for grant funding, whether for internal grant dollars or limited submission opportunities through external sponsors.

### Customizing InfoReady Review

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Once in the system, Principal Investigators will locate their specific college competition from the list and click on its link.  
 \*\*Proposals submitted to an incorrect college will not be evaluated.

Search:

Title	Due Date	Category	Award Cycle
		All	All
<a href="#">FY2018 REP Online Application-College of Science &amp; Engineering</a>	10/25/2017	Open Funding Opportunities	FY2018
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<a href="#">FY2018 REP Online Application-College of Applied Arts</a>	10/25/2017	Open Funding Opportunities	FY2018
<a href="#">FY2018 REP Online Application-College of Education</a>	10/25/2017	Open Funding Opportunities	FY2018
<a href="#">FY2018 REP Online Application-College of Fine Arts and Communication</a>	10/25/2017	Open Funding Opportunities	FY2018
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<a href="#">FY2018 REP Online Application-College of Liberal Arts</a>	10/25/2017	Open Funding Opportunities	FY2018

Showing 1 to 7 of 7 entries

FY2018 REP Online Application - McCoy College of Business

Internal Submission Deadline: Wednesday, October 25, 2017 at 5:00 PM  
[ADD TO CALENDAR](#)



Administrator(s): Arun Banotra (Owner), Y Xia

Category: Open Funding Opportunities

Award Cycle: FY2018

Discipline/Subject Area: All Disciplines

Maximum Applications Allowed Per Applicant: 1

Participating Organization(s):

Description:

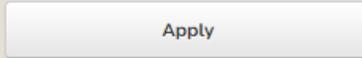
Through a peer review process, the Research Enhancement Program (REP) provides funding for research and creative activities by faculty in all disciplines. Funding for the REP is allocated to the academic colleges via a proportional model based on each college's percentage of the total requested amount of funding across the university. The program guidelines, college scoring rubrics, and other programmatic information are available on the REP [webpage](#).

Installation of a new online submission system that will improve the application process is currently underway. The program guidelines and application information requested (and word limits) remain unchanged and we encourage you to begin developing your submissions for the **October 25, 2017** due date. Notification that the application portal is operational will be sent to you as soon as possible.

Interested faculty are encouraged to attend an REP overview workshop on September 25, 2017 from 2:00 – 3:30 p.m. in Alkek Library 105/106.

Questions may be directed to Dr. Michael Blanda, Assistant Vice President for Research ([blanda@txstate.edu](mailto:blanda@txstate.edu) or 245-2314) or to Ms. Michel Conroy, Chair of the University Research Enhancement Committee ([M.Conroy@txstate.edu](mailto:M.Conroy@txstate.edu)).

Application Tools



**Competition Files**

[Budget Template](#)

Download the Budget Template by clicking its link on the right side of the screen under Competition Files.



**PROTECTED VIEW** Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View.



A11 Student and Post Doc Wages

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
4	<b>Faculty Salaries</b>													
5	Principal Investigator													
6	Co-Investigator													
7	Co-Investigator													
8	Co-Investigator													
9	Subtotal	0												
10														
11	<b>Student and Post Doc Wages</b>													
12	Student 1													
13	Student 2													
14	Student 3													
15	Student 4													
16	Post Doc													
17	Subtotal	0												
18														
19	<b>Maintenance and Operations</b>													
20	Supplies													
21	Travel (total cost)													
22	Equipment													
23	Human subjects incentives													
24	Consultant(s) fee													
25	Transcription fees													
26	Software													
27	Books													
28	Other (specify)													
29	Other (specify)													
30														
31	Subtotal	0												
32														
33	<b>Project Total</b>	0												
34														
35														
36														

When the file is opened, click Enable Editing

	A	B	C	D	E	F	G	H	I	J	K	L	M
4	<b>Faculty Salaries</b>												
5	Principal Investigator												
6	Co-Investigator												
7	Co-Investigator												
8	Co-Investigator												
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10													
11	<b>Student and Post Doc Wages</b>												
12	Student 1												
13	Student 2												
14	Student 3												
15	Student 4												
16	Post Doc												
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18													
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20	Supplies												
21	Travel (total cost)												
22	Equipment												
23	Human subjects incentives												
24	Consultant(s) fee												
25	Transcription fees												
26	Software												
27	Books												
28	Other (specify)												
29	Other (specify)												
30													
31	Subtotal	0											
32													
33	Project Total	0											
34													
35													

Complete the budget template and save for upload later in the application process (recommended file name: FY18 REP Budget\_PI LAST NAME).xlsx)

FY2018 REP Online Application - McCoy College of Business

**Internal Submission Deadline:** Wednesday, October 25, 2017 at 5:00 PM  
[ADD TO CALENDAR](#)



**Administrator(s):** Arun Banotra (Owner), Y Xia

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**Discipline/Subject Area:** All Disciplines

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**Description:**

Through a peer review process, the Research Enhancement Program (REP) provides funding for research and creative activities by faculty in all disciplines. Funding for the REP is allocated to the academic colleges via a proportional model based on each college's percentage of the total requested amount of funding across the university. The program guidelines, college scoring rubrics, and other programmatic information are available on the REP [webpage](#).

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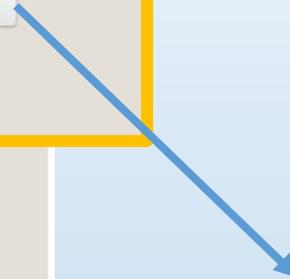
Questions may be directed to Dr. Michael Blanda, Assistant Vice President for Research ([blanda@txstate.edu](mailto:blanda@txstate.edu) or 245-2314) or to Ms. Michel Conroy, Chair of the University Research Enhancement Committee ([M.Conroy@txstate.edu](mailto:M.Conroy@txstate.edu)).

**Application Tools**

[Apply](#)

**Competition Files**

[Budget Template](#)



Click "Apply" button on the right side of the screen under Application Tools.



Application Form 

Fill out the form below to submit your application. The Personal Details section will be populated with information from your User Profile where possible. All your work is automatically saved as you enter it.

Personal Details 

\* indicates required

\*Applicant First Name:

\*Applicant Last Name:

\*Email Address:

\*Phone Number:

\*Primary Organization:

McCoy Business College   
Management

\*Primary Appointment Title:

\*Are You First Time Applicant?:

Co-Investigator 

## Competition Files

[Budget Template](#)

Complete all required fields including Primary Organization, which is the college/department of the PI. The college/department for Co-Investigator(s) must be manually typed.

Abstract may be typed directly or copied from a Word document using the button indicated.

Enter the total amount of funds requested from your budget template into the data field labelled "Total Funding Required."

Co-Investigator ▼

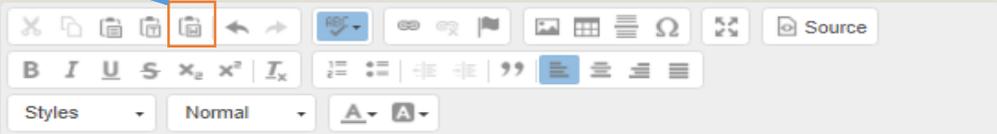
Add

Application Details ▼

\* indicates required

\*Proposal Title:  ?

\*Proposal Abstract:



Testing InfoReady System

body p Words: 3, Characters: 24

\*Total Funding Required:

\*Does your research involve human subject?:

\*Does your research involve vertebrate animals?:

Upload Files ▼

\*Narrative/Vita \* indicates required

Please upload a project narrative and vita.

[Investigators.xlsx](#) [\[Delete\]](#)

\*Upload Budget

Please upload the budget worksheet using the template provided.

[FY18 REP Budget\\_Banotra.xlsx](#) [\[Delete\]](#)

Browse and upload the combined Narrative/Vita PDF prepared in accordance with the posted REP Guidelines (posted on navigation bar)

Browse and upload the completed budget template.

Clicking “Save as Draft” will allow you to edit any portion of the application prior to submission (there will not be an automatic email notification sent to you when saved as draft.)

The screenshot shows a web application interface with a yellow background. At the top, there is a grey header bar with the text "Upload Files" and a downward arrow. Below this, there are two sections of required uploads. The first section is titled "\*Narrative/Vita" with a note "\* indicates required" to its right. It contains the instruction "Please upload a project narrative and vita." and a file entry "Narrative.pdf" with a red "[Delete]" link. The second section is titled "\*Upload Budget" with the instruction "Please upload the budget worksheet using the template provided." and a file entry "FY18 REP Budget\_Banotra.xlsx" with a red "[Delete]" link. Below these sections is another grey header bar with the text "Save or Submit Your Application". Underneath, there is a paragraph of instructions: "Click the Save as Draft button if you would like to return later to complete your application (below left). Click the Submit Application button when you are ready to submit your application (below right)." This is followed by a section titled "Add Other Email Addresses for Notifications" with the instruction "Use the form below to have other email addresses included on all communications from the competition system." Below this is a text input field with the label "Enter recipient(s) email address(es):" and a note "Separate email addresses with commas". At the bottom of the form, there are two buttons: "Save as Draft" on the left and "Submit Application" on the right.

When the proposal is in its final form, click the “Submit” button. An automatic email notification will be sent to the Principal Investigator.

**Warning:**

**If you decide to delete the proposal in either draft or final form it may require up to 48 hours to take effect.**

HOME

APPLICATIONS

CALENDAR

### Application Submitted

Congratulations! Your application has been submitted to FY2018 REP Online Application - McCoy College of Business. An Administrator will review your application and you will receive another email in the near future announcing the status of your application.

[Details](#)

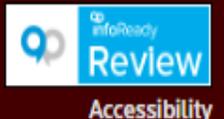
### Competition Files

[Budget Template](#)



Texas State University  
QUESTIONS? Email us

Office of Research & Sponsored  
Programs  
601 University Drive, J. C. Kellam 489  
San Marcos, Texas 78666



You will see an on-screen confirmation when the proposal has been successfully submitted. The PI will also receive a confirmation email from the Texas State system administrator.