How to Apply for a Research Council Grant Using FluidReview

Create An Account:
Go to: https://rutgers.fluidreview.com/
Click “Sign Up” in the top right corner, or in the bottom right under “Need an Account?”

Information about all of the available grants from ORED are linked below the Rutgers Shield. You may click the links to learn more about the current grants, including the Busch Biomedical Grant.
If at any time you need help, click the HELP link.

Register for an Account:
Fill out all required information and click “Register”.

An email will be sent to you with an activation link from ORED, with the subject line “Confirm registration for rutgers.fluidreview.com”.

Follow the link to activate and log in to your account.
Check your spam or junk folder if you do not receive the email.
Starting a Grant Application:
After logging in, you will be directed to this main screen. To start a new grant, click the green “View Grants” button.

Please note: After you start working on your grant(s), this is the dashboard where they will all be accessible under the “Your Grants” section.

Starting a Grant Application (continued):
Click the green “Create Submissions”, under the ACTIONS column, next to the appropriate grant you wish to apply for.
Filling out the Application:
To complete each section, click the dark grey “Start” button under the ACTIONS column for each task.

As you complete each task, you will be able to see your progress on the right side, as well as a list of all required tasks associated with the category you are applying to.

Some tasks will be fillable forms, and others will require you to upload a document. Only PDF files will be accepted.
Submitting your Application:
After each required task is completed, a green “COMPLETE” button will appear next to each task.

Once all required tasks are completed, the green ‘Submit Application’ in the bottom left corner will become active and you may click it. Once you confirm your submission, you will no longer be able to edit your application.

Please note: Since the “Outside Reviews” section is only required if applicable to your proposal, this may remain “INCOMPLETE”, and you will still be able to submit your application.

If you encounter any problems with the system, you may contact FluidReview Technical Support here: https://rutgers.fluidreview.com/helpdesk/contact/

For assistance with any Research Council Grant questions, please contact: res-dev@rutgers.edu