



Study Funding Sources – Quick Reference

Version: 8/11/2026

Purpose:

This document provides a high-level overview of the Study Funding Sources section of the RAP smartform. Studies that are funded/sponsored must identify their funding source, include the sponsor's funding ID (for federally funded studies), provide the Grants Office ID (if administered through Sponsored Projects Services), and include supporting attachments.

Note: If your study is already funded and but Sponsored Projects Services (SPS) has issued a revised EPCS number and the only change is adding the new EPCS number, skip ahead to the [section for revising funding information](#).

Screenshot of the Study Funding Sources section:

Validate Compare

You Are Here: Example

Editing: STUDY00001678

Go to forms menu Print Help

Study Funding Sources

1. Identify each organization supplying funding for the study:

+ Add

Funding Source	Sponsor's Funding ID	Grants Office ID	Attachments
There are no items to display			

Exit Save Continue

New Funding

To add new information in the Study Funding Sources section (e.g., new funding source):

If you are adding new funding to an existing study, create a modification to other parts of the studies. For new submissions and modifications, click the button that says "+ Add" to open a pop-up window where the funding information and attachments can be added. Complete the entries as noted in the [instructions for each field section](#) below.

Revised Funding

To revise information in the Study Funding Sources section (e.g., revised EPCS number):

Create a modification to other parts of the study. For more information about creating a modification, see the [Modify Study \(RAP Instructions\)](#). In the modification summary explain what is changing. If the only



thing that is changing is the EPCS number and no study details or documents need to be revised, state that in the modification summary.

In the Study Funding Sources section click on the hyperlinked name of the funder to open a pop-up window. In this window, the funding information and attachments can be revised.

If a previously listed funding source was issued a new EPCS number, but nothing else is changing related to your human subjects protocol, add the new EPCS number to the previous funding row (circled in the screenshot below).

1. * Funding organization: ?

National Institutes of Health (NIH) ... ✕

2. Sponsor's funding ID: (assigned by external sponsor)

3. Grants office ID: (assigned internally)

EPCS 12345, EPCS 12346

4. Attach Funding and Sponsorship form and the human subjects portion of the grant application:

+ Add

Document	Category	Date Modified	Document History
Update	human subjects portion of grant application.docx(0.01)	Sponsor Attachment	5/30/2025 History ✕

Required

OKOK and Add AnotherCancel

Instructions for each field:

The Study Funding Sources section includes four fields where information can be provided: the funding organization, sponsor's funding ID, grants office ID, and a section to upload supporting documents. Each of these fields are explained in detail below.



1. ★ Funding organization: ⓘ

2. Sponsor's funding ID: (assigned by external sponsor)

3. Grants office ID: (assigned internally)

4. Attach Funding and Sponsorship form and the human subjects portion of the grant application:

+ Add

Document	Category	Date Modified	Document History
There are no items to display			

Funding Organization:

- Enter the name of the funder in this field. If you are having trouble locating the funder name, click the icon with three dots and choose the funding organization from the list. You can search for your funding source by typing in the name in the field at the top of the screen and clicking the “Go” button.
- Tips for locating the funding organization:
 - Use the percentage sign (%) as a wildcard to maximize your search results. For example, “%NIH” will bring up sources with “NIH” anywhere in the name.
 - If the funding is from an internal source (e.g., Start-up funds), select the department distributing the funding. See our [RAP Quick Reference - Units \(Other Study Information section\)](#) for locating your department.
 - If you cannot locate your funding source, email ResearchCompliance@uoregon.edu for assistance.

Sponsor's funding ID (assigned by external sponsor):

- This number is assigned by the sponsor and may not be applicable to all types of funding. Some federal funders require IRB approval letters contain the sponsor's funding ID number for tracking purposes. To ensure this is included on your approval letter, add it in this field.

Grants office ID (assigned internally by Sponsored Projects Services):

- If Sponsored Project Services (SPS) facilitates the distribution of the award, include the EPCS number in the Grants office ID field. This is required to associate the EPCS number with the IRB study for SPS to release the funding.
- If SPS revises an EPCS number but there are not any changes to the proposed human subjects research, see the [section for revising funding information](#).



Attach Funding and Sponsorship form and the human subjects portion of the grant application:

- Upload attachments (required when funded by an external source). Required attachments include:
 - [Funding and Sponsorship Form](#)
- Human subjects portion of the grant application, scope of work, or similar document that outlines the human subjects research activities associated with the funding.