



PRINCETON UNIVERSITY
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Peter Schiffer
Dean for Research
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From: Peter Schiffer, Dean for Research, and Gene Jarrett, Dean of the Faculty
To: All tenured and tenure-track faculty and senior researchers in Divisions III and IV
All PIs with federal funding in Divisions I and II
CC: Karla Ewalt, Elizabeth Adams, Kris Ryan
Subject: Federally required training for faculty with NSF or USDA grant funding
Date: July 23, 2024

Dear Colleagues,

We are writing to inform you of a new federally mandated training on the Responsible and Ethical Conduct of Research (RCR). This training is *required* for faculty and senior personnel who either:

- 1) *will be paid from a National Science Foundation (NSF) grant submitted or due on or after July 31, 2023, or*
- 2) *receive a grant from the U.S. Department of Agriculture (USDA) National Institute of Food and Agriculture (NIFA).*

The federal agency RCR requirements and Princeton's Responsible Conduct of Research Policy are available at the [Office of Research and Project Administration](#) website.

To begin your training:

- 1) Visit [CITI Program](#).
- 2) Choose "Log In Through My Organization" and enter your Princeton credentials. You may need to create a CITI Program account.
- 3) Select "Add a Course," scroll to "Responsible Conduct of Research," and select the curriculum "RCR: Faculty and Senior Personnel."

The training takes approximately one hour and concludes with a 10-question quiz. You may complete the training in multiple sessions. Completion will be recorded within the CITI Program records, and training is required only once under current federal rules. We will keep you informed of changes to federal training requirements as necessary.

Thank you for your attention to this new requirement and for everything you do in your research programs. If you have any questions, please contact Senior Associate Dean for Research Karla Ewalt (kewalt@princeton.edu).

Best regards,

Peter Schiffer
Dean for Research

Gene Jarrett
Dean of the Faculty