

If you have questions about this SPO Process/RAPID Guide, send an email to RAPIDHelp@lbi.gov. Please refer to [How do I report a Problem in RAPID](#) for additional guidance.

Understanding Sponsors and Sponsor Setup

Every SPO Proposal is required to have an active Sponsor at the time it is submitted to the Sponsored Projects Office (SPO). Please review the Division has guidance [RAPID TOPIC: DIV Requesting a Sponsor Setup](#).