CSE Search Tools for Finding External Funding

1. Grants.gov (official site of Federal Funding Opportunities)

Registration / log-in not required. Focus on two areas of the home page: (1) **"Search Grants"** tab (to search by keyword, funding agency, open/close date, etc.) and (2) **CONNECT/MANAGE SUBSCRIPTIONS** top link (to have future funding opportunities auto-emailed to you when the competition opens).

2. InfoEd Global.com SPIN (Sponsored Programs Info Network)

We recommend you create an account before beginning since it allows you to save your searches and filters, forward to colleagues, and use 24/7 from any device, *saving you time* whenever you use SPIN.

To create an account:
Click on link above, click "SPIN", located in the top bar. Select "**Need to create a New Profile?**" link (on the right),and follow prompts. CSE will get an auto validation request, then send you notice of account activation.

To begin searching (with or without an account):
Click on link above, click "SPIN" located in the top bar.

- Type the keyword(s) you want to search for in the search box.

To customize your search:

- Set up **Category Filters** under the "Preferences" tab. Filters include: Applicant Location, Applicant Type, Project Type, Project Location, Citizenship Status. Double click (or click the arrow pointing to the right) to add a category filter. Double click from the right list (or click the arrow pointing to the left) to remove a category filter. Click "**Save and Exit**" to save your filters. *Why do this? To focus your search, ensure eligibility, save filters to your account.*
- Customize the preview screen of your search results: click the "**Preferences**" tab at the top, then "**Export Data Options.**" Double click (or click the arrow pointing to the right) to add a feature. Double click from the right list (or click the arrow pointing to the left) to remove a feature. Click "**Save and Exit**" to save your features. *Why do this? To prioritize or customize the display of grant leads on your screen.*
- Change the timeframe of the results or add a thesaurus option to your results, click the **"Preferences"** tab, then **"Use search term synonyms"**. Click on the boxes you wish to apply to your results. Newly updated and newly created programs can only be used one at a time. Click on the number next to those options to change the number of days. Click "**Save and Exit**" to save your settings. *Why do this? To expand keywords, view only recently announced/updated grant programs, or exclude certain programs.*
- Save your search results: click on "Export" in the upper right of your screen, select Word doc and open. Make sure you "save as" Word doc (not the default web page). *Why do this? To store select search results; and to share your results.*

3. Grants Resource Center (GRC) GrantSearch

- To access GrantSearch, create unique credentials here in the GRC system. In the "institution" field, type "California State University Chico" (it will pop up after entering the first few letters). Be sure to use your campus email address as you complete the form. Note that you only need to complete the fields with a red asterisk.
- Once you have created your log-in, click here to access GrantSearch. It is an option in red in the center of the screen; click Learn More.
- Select an Academic Category; you may select more than one.
- Select other criteria as needed. You do not need to make a selection from each category.
- Click "Search" to view a summary and follow prompts to select which opportunities to view.
- From the summary, click on link to the full opportunity notice. You can also save any or all of the summary opportunities by creating a report: click on Print and select as printer Adobe PDF.
- Click "Save as Alert" if you want to receive email alerts based on the criteria you selected.

For assistance with these tools and proposal development, contact your CSE Grant Proposal Specialist.

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