

# Funding Basics

## Tips for Finding Funding



UNC  
THE GRADUATE SCHOOL

## Graduate Funding Information Center

<http://gradfunding.web.unc.edu>  
gfic@unc.edu

### Techniques for identifying funding sources

**Networking:** Ask colleagues, mentors, speakers, fellow students, and others about their funding experiences and knowledge.

**Scholarly literature:** Check acknowledgements in professional literature to identify funders interested in your discipline or research topic.

**Electronic databases:** Search electronic databases for relevant opportunities.

### Types of funding available

**Grants:** funding for research, travel, projects, or creative activities. Usually, no repayment is required.

**Fellowships:** support for studies and related activities at the graduate or post-graduate level. Usually, no repayment is required.

**Prizes or Awards:** Competitions, prizes, honoraria in recognition of personal accomplishments, research results, professional or creative writing, or artistic activities.

**Traineeships:** Internships, research training, and other work experience programs.

### Agencies that provide funding

**Government:** Federal agencies such as the National Institutes of Health, National Science Foundation, and Department of Education provide nearly 80 percent of the sponsored research funds at universities. Other state and local government agencies may provide funding to residents.

**Foundations:** Private foundations are another source of funding in fields relevant to their missions.

**Corporations:** Both national corporations and local companies sometimes provide funding for research, academic study, and other educational projects, either directly or through foundations created to manage their giving.

**Professional/Scholarly Organizations:** These groups often provide small awards for members, students, and/or young scholars in related fields.

**UNC-Chapel Hill Graduate School:** The Graduate School administers a number of internal fellowships, dissertation completion grants, travel awards, and other funding opportunities for Carolina graduate students in all disciplines:

<http://gradschool.unc.edu/funding/>

### Start Early

Give yourself plenty of time to research sponsors and to plan and write your proposals. Don't get closed out of good opportunities by waiting too late.

### Plan Ahead

Think about your funding needs for the long-term—not just for next year, but also for future activities.

### Take advantage of resources available

The Graduate Funding Information Center provides services to UNC-Chapel Hill graduate students for locating funding opportunities. We offer web-based access to funding databases, a collection of reference materials, and individualized instruction and consultation on the best use of our resources.

### Use your network of colleagues to stay aware of trends

Experienced researchers often have advance knowledge of upcoming funding opportunities. Federal government requests for applications (RFAs) are frequently announced with very short turn-around times, and having advance knowledge of them would allow you extra time to prepare your proposal. Stay connected with people who know what is coming up.

### Be aware of the motivations of grant-makers

All grant-makers want to fund proposals that are relevant to their interests, and have varied reasons why they want to give away money. Some are issue-oriented and want to fund projects that advance their issue. Some will fund only those projects that impact the community they serve or relate to their core business. Others want to support the development of junior people in their field. As you research funding opportunities, pay attention to information about the motivations of the grant-maker and use it when contacting the agency and preparing your proposal.

# Funding Basics

## Tips for Finding Funding



UNC  
THE GRADUATE SCHOOL

## Graduate Funding Information Center

<http://gradfunding.web.unc.edu>  
gfic@unc.edu

### Try different search terms and combinations of search terms

**Don't settle for just one search.** The terms you use to describe an idea may not be the same ones chosen by the person who wrote the abstract or the person who indexed the announcement. So, to find grants on the history of jazz performances, try a variety of search terms (music, jazz, history, performing arts, arts and humanities, and other relevant terms).

### Broaden your search

Your research area may be very specific, but grant-makers' funding interests are often described in very broad terms, such as humanities or health care. This is especially true of foundation and corporate giving programs. So, if your research area is breast cancer, you will need to search broadly under cancer, health care, women's health, or multidisciplinary biomedical research. Your search will not be comprehensive, and you will miss potential funders, if you search only for the specific topic of breast cancer.

### Be creative in your approach

There are multiple sources of funding information and different ways to use the information. You can do a straightforward search for funding announcements, or you can look through grants previously awarded in your area of interest to identify target agencies, or you can find other researchers working on similar projects and ask them about their funding sources. Ask for advice on creative approaches from the staff at the Graduate Funding Information Center.

### Major sources of funding information

**Online funding databases** such as the *Carolina Internal Funding Database*, *COS Pivot*, and *Foundation Directory Online* allow you to conduct customized searches of the many funding opportunities for advanced study and research.

**Print reference materials** can be a useful source of information about funding.

- **Student resources:** *The Graduate School Funding Handbook*, *Money for Graduate Students* series, books on funding for minorities, international students, women, people with disabilities, veterans, nursing and education graduate students, and more.
- **Proposal writing guides:** *Grant Application Writer's Handbook*, *Proposal Planning and Writing*, and many more books with proposal development advice and samples of different proposal elements.

**Funding agency resources** such as web sites, guidelines, and annual reports are primary sources of funding information.

### Tips and tools to learn what has been funded

- View samples of successful graduate proposals in the *Successful Proposals Collection*.
- Talk to past winners.
- Search awards made databases.
- Look at sponsors' online lists of fellowships and grants funded.

### How to start your funding search

- Use the Graduate Funding Information Center's website (<http://gradfunding.web.unc.edu>) to search funding databases, set up funding alerts, view specialized funding guides, and use other resources.
- Attend a training session on identifying funding.
- Contact the Graduate Funding Information Center if you have questions.

# Introduction to COS Pivot Account and Funding Alerts



## About COS Pivot and Funding Alerts

Registering with COS will allow you to save your funding searches; receive alerts; and track individual funding opportunities.

## Register for a COS Account

<http://pivot.cos.com/register>

- Fill out all fields. You must use your UNC email address. This will be your user id.
- Click *Create my account*.
- Go to your email account, open the confirmation email, and click the *Confirm* link.
- Login to your account.
- **Your Username will be the full email address that you used to register.**

## Login to Your COS Account

<http://pivot.cos.com>

- Select University of North Carolina at Chapel Hill as your affiliation if asked.
- Click *Log in* at the upper right corner.

## Your COS Pivot Profile

- If your name at the upper right of your screen is clickable, you have an editable COS Pivot Profile based on your research record.
- If you do not have a profile and you think you should, contact the COS Pivot Help Desk <http://pivot.cos.com/helpdesk>.
- You do not need a profile to save searches or track funding opportunities.

## Save a Funding Search/Receive a Funding Alert

- Click *Save search* at the top of the search results page.
- Name your search
- Your saved search will appear on your home tab under *Saved Searches*.
- Choose whether to have new and/or updated opportunities emailed to you in a weekly alert.

**Tip:** After first setting up your search, screen the results and track and tag the best funding records (see *Tracking a Funding Opportunity*).

## Managing Your Saved Funding Searches

<http://pivot.cos.com/alerts>

- **Run a Previously Saved Funding Search**
  - To view the complete results for a saved search, click the name of the search, then select the radio button next to "all" to see the full search results.
- **Edit Search Criteria in Your Saved Search**
  - Click *Options* by the search you want to edit
  - Choose *Edit*.
  - Make your changes to the original search.
  - Click *Search* to run your newly edited search.
  - Click *Save Search* at the top of the results page to save your refined search.
- **Share a Saved Funding Search**
  - Click *Options* for the funding search you want to share.
  - Select *Share*.
  - Sharing searches creates a link to dynamic information – clicking it will always return current results
- **Manage Funding Alerts**
  - To turn on a funding alert, click *Options* next to the search and select *alert email on weekly* from the drop-down menu
  - To turn off a funding alert, click *Options* and select *alert email off* from the drop-down menu.

## Your Tracked Funding Opportunities

[http://pivot.cos.com/tracked\\_opps](http://pivot.cos.com/tracked_opps)

- **Tracking a Funding Opportunity**
  - While viewing a funding record, click *Track* on the upper right.
- **Sharing Opportunities**
  - While viewing your list of tracked opportunities, click on *Share a view of opps* in the left column to share all opportunities.
  - While viewing an individual opportunity, expand the opportunity you want to share.
  - Click on *Select a task* then *Share this opp*.
  - Sharing searches and tracked opportunities creates a link to dynamic information – clicking it will always return current results.

# Searching COS Pivot Funding Opportunities



UNC

grantsinfo.unc.edu

## About COS Pivot

COS Pivot is a database of funding opportunities in all disciplines for research, programs, creative activities, outreach, study, and other scholarly activities.

## Where to Begin

<http://pivot.cos.com/funding/search>

- 5 Recommended fields to fill in:
  1. *Activity Location*
  2. *Citizenship or Residency*
  3. *Funding Type*
  4. *Keywords and/or free text*
  5. *Requirements (eligibility)*

### 1. Activity Location

- Click on *more locations* by the search box.
- Search in the search box or browse in the pop-up window to find the appropriate state, country or region.
- Check *Unrestricted, Unspecified, Sub-entities and Super-entities*.

**Tip:** All Carolina researchers should select *North Carolina* from the browse window. Selecting *United States* with *Sub-entities* checked will yield results for all states (California, Alaska, Ohio, etc.)

### 2. Citizenship or Residency

- Select the country or countries of your citizenship.
- Check *Unrestricted and Unspecified*.

**Tip:** Faculty and staff who are not U.S. citizens should still select *United States* in addition to their citizenship.

### 3. Funding Type

- Click on *Funding Type*.
- Select all the types of funding you are seeking.

### 4. Keywords (option a)

Keywords are terms that describe your topic or field. Select all the keywords that apply.

- Click on *Keywords*.
- Click on *browse* below the *Keyword* section.

Browse for keywords in the pop-up window by clicking through the folders on the top half of the screen or find them using the search box.

- Click on the text of the keyword to add the term to your search.
- Click on the icon next to the word in the search results list to see related terms
- Uncheck the *Explode* box under the search box. This will ensure that the results will match only the specific terms selected. *Explode* will re-check itself after any new keywords are added, so be aware.

**Tip:** Select **broad keywords** that apply to your research, such as "History," or "Biological Sciences" as well as more specific terms.

## OR

### 4. Free Text (option b)

The free text search boxes allow you to combine terms to create your own query.

- Terms on the same line are combined with OR, those on separate lines are combined with AND.

**Tip:** Choosing "Match Any Field" will combine all fields with OR, not just the free text ones.

### 5. Requirements

- Click on *Requirements*.
- Select all the terms that apply to you and your organization.
  - If you are no longer a student, you should select *PhD/MD/Other Professional*.
  - Those working toward a degree should select *Graduate or Undergraduate Student*.
  - Faculty and staff should always add *Academic Institution* to their selections.

**Tip:** Selecting *Minority, Women or Persons with Disabilities* will result in all opportunities labeled with that descriptor (e.g. – minority business owners and undergraduates, not just minority graduate students).

**Grant Support Searching**

Brenda Linares, MLIS  
Librarian  
Health Sciences Library

---

---

---

---

---

---

---

---

What is the role of the library and librarian?

---

---

---

---

---

---

---

---

**Literature Review**

- Why do the literature review?
  - Safety
  - IRB
    - Brief but select
  - Grant submission
  - Methods, tools, etc.
- Planning
  - Not much information
  - A lot of information

---

---

---

---

---

---

---

---

### Ask the Right Questions

- There is seldom only one question
- Ask the questions the right way
  - Words and terms
    - Use as many synonyms as possible
  - Customize for the resource and your topic
- Refine questions along the way
- Know when to quit

---

---

---

---

---

---

---

---

### Where to Look

- Always check more than one resource
- Subject database
  - ISI BIOSIS (aka BIOSIS Previews)
  - SciFinder ChemAbstracts
  - PubMed
- Related database
  - ERIC
  - PsycInfo
  - Drug database
  - Lexis/Nexis
- Google Scholar

---

---

---

---

---

---

---

---

### EMBASE

- [www.embase.com/home](http://www.embase.com/home)
  - Indexes thousands of international journals
  - Focused on health/medicine fields
  - Provides indexing terms
  - Multiple filters can be used

---

---

---

---

---

---

---

---

### Scientific Commons

- [www.scientificcommons.org](http://www.scientificcommons.org)
- From Switzerland
- Indexes over 38 million scientific publications
- Focus on author identification
- Indexing metadata as well as links to full-text documents
- International focus

---

---

---

---

---

---

---

---

### What to Look For

- Original articles
- Research articles
- Evidence-based articles
  - Randomized Control Trials
  - Controlled trials
  - Systematic reviews
  - Meta-analysis
  - Clinical trials
  - Case studies
  - Clinical practice guidelines
- Laws or Legal resources

---

---

---

---

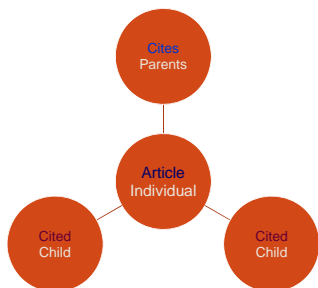
---

---

---

---

### Is this everything?



---

---

---

---

---

---

---

---

### Finding Cited References

- [ISI Web of Knowledge](#)
  - Science and Social Science
  - From ISI indexed journals
  - Impact Factors, H-index, etc.
- [Google Scholar](#)
  - All areas
  - From all Google Scholar sources
- EBSCO Databases

---

---

---

---

---

---

---

---

### Only Articles?

- Statistics
  - Local and State
    - [LINC \(Log Into North Carolina\)](#)
  - Federal
    - [Centers for Disease Control \(CDC\)](#)
    - [FedStats](#)
  - Others?
- Legal
  - State
  - Federal

---

---

---

---

---

---

---

---

### Keeping up with What You Found

- Save searches in system
  - [MyNCBI](#)
  - [MyEBSCO Host](#)
- Reference management tool
  - [EndNote](#)
  - [RefWorks](#)

---

---

---

---

---

---

---

---



Had Enough?  
Using all the steps/ideas?

Seeing the same articles over and over?

---

---

---

---

---

---

---

---

Help!

Ask a Librarian

- Brenda Linares, MLIS, AHIP
- [blinares@unc.edu](mailto:blinares@unc.edu)

---

---

---

---

---

---

---

---

## **Project Description**

What are you planning to investigate? State your research questions as concisely as possible.

How do you plan to do this? Outline the steps as clearly and concisely as possible. Include a timeline.

What resources do you need? Describe how you would spend the money you're awarded.

Why is your project important? Explain how it will contribute to:

- a. Your professional development
- b. The advancement of your field
- c. The goals of the funding agency

**C-6** (or "sea sick," if that helps you remember). Your proposal must be:

1. Clear
2. Concise
3. Compelling
4. Compatible
5. Correct
6. Collaborative

## Writing Inventory

Describe yourself as a writer using five adjectives.

What is your greatest strength as a writer? What do other people normally praise about your writing style?

What is your biggest challenge as a writer? What kinds of critiques have you received from professors, friends, and other readers?

## Steps and Resources

1. Start early: give yourself enough time to research the funding opportunities and to meet early deadlines with a clearly formulated project.
2. Follow the instructions very carefully. Get other eyes to help you find omissions and mistakes.
3. Get as much feedback as possible:
  - a. Read about when, from whom, and how to seek productive feedback:  
<http://writingcenter.unc.edu/handouts/getting-feedback/>
  - b. Find guidelines, materials, and activities for forming a writing group:  
<http://writingcenter.unc.edu/handouts/writing-groups/>
4. See the Proposal Writing Resources at UNC Research and your disciplinary librarians for help with literature reviews, funding databases, successful grant examples—anything you might need for research and writing.