Finding Funding Opportunities

Using InfoEd’s SPIN / SMARTS / GENIUS
Presented by Research Administration

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AGENDA

- What is GENIUS, SPIN and SMARTS?
- How to conduct a funding opportunities search using SPIN
- How to sign up for the SMARTS alert service
- General info on locating collaborators
What is GENIUS?

- Stands for **Global Enterprise Network for Industry, Universities and Scholars**
- Stores University profiles for faculty and administrators
- Stores profiles of faculty and administrators from OTHER institutions
- Basic profile information is fed into GENIUS from Columbia’s PeopleSoft HR System
- The rest of the profile can be completed by you!
- Stores scientific KEYWORDS
What is SPIN?

- Stands for Sponsored Programs Information Network
- Searchable funding opportunities database
- Contains up-to-date national, international government and private funding sources
- Maintained daily by InfoEd
- All types of awards: grants, fellowships, private foundations, publication support, sabbatical support, etc.
- Obtained directly from the sponsoring agencies
What is SMARTS?

- Stands for the SPIN Matching and Research Transmittal Service
- Automatic daily alert service that notifies investigators of relevant new funding opportunities initiated by a KEYWORD match
- Automatic emails are sent. If no matches that day, no email.
Conducting a SPIN Search

- Log into InfoEd using your UNI and password at
  www.infoed.columbia.edu
- Go to “Find Funding” tab on the left
- Click the link that says SPIN
- If the “Find Funding” tab is not present after logging in, call the InfoEd Help Desk
Find Funding

SPIN
Funding opportunity database

SMARTS
Funding opportunity e-mail alert service
SPIN Quick Search Screen – Finding Funding

- **Search Options:**
  - Full Program – Searches the Title, Objectives, and Synopsis for the search item entered
  - Titles Only – Searches the SPIN program title
  - Sponsored Program Number – if you know the sponsor’s announcement #

- **Match Options – using ex.) Cancer Biology**
  - All Words – looks for results that contain BOTH Cancer **AND** Biology
  - Any Words – looks for results that contain Cancer **OR** Biology
  - Exact Phrase – looks for “Cancer Biology” exactly
Viewing a Funding Opportunity

- Contains Name of sponsor
- Award name
- Type of Award
- Address
- Deadline Dates
- Contact Information
- URL for Sponsor’s full announcement and forms
A Word About Deadline Dates!!!

- When doing a quick search rather than an advanced one, results may contain opportunities with expired deadline dates.
- InfoEd maintains these announcements in the SPIN database for reference purposes.
- Until they know the funding program will not exist anymore, they keep it in there. Often times, the funding program will be updated.
- **Advanced** searches are better for narrowing down the opportunities and deadline dates.
Advanced Searches

Allows searching by numerous SPIN program fields:

- **My Funding Opportunity Interests** – select keywords, award types, citizenship, geographical locations, locations tenable, and target groups
- **Funding Opportunity Text Search** – run free-text searches
- **Funding Opportunity Sponsor Search** – identify sponsor organizations by name or by various information
- **Additional Funding Opportunity Information** – narrow down searches by deadline dates, funding limits, etc.
Understanding the Boolean Logic in SPIN

- **AND** – used to search for two different terms or concepts. Retrieves results with BOTH search terms present.
- **OR** – will retrieve search results in which EITHER or BOTH of the search terms are present.
- **NOT** – used to exclude certain programs from your search results.

Ex.) radiation NOT nuclear radiation
Running a Search

- **Delete Items** – allows you to remove criteria from the search without clearing out the entire search
- **Clear** – to discard all search criteria, START FRESH
- **Run** – runs the search criteria
- **Load** – loads saved search criteria, allows you to re-run a saved search
- **Save** – saves advanced search criteria for future access/use
- **Edit profile** – enables you to edit your SPIN saved search account information
1) Advanced Search - My Funding Opportunity Interests

- **Keywords (list 1)** –
  - perform a simple Keywords search
  - All words selected will be linked by "OR" logic (at least one of the selected Keywords must appear in a SPIN program in order for a search result to be returned.

- **Keywords (list 2)** -
  - perform a more complex Keywords search
  - allows you to use Keywords lists 1 & 2 together
  - allows you to perform a search using Boolean "AND" logic
  - at least one term from List 1 and at least one term from List 2 must appear in a SPIN program in order for a search result to be returned.

- You may select as many keywords as desired from as many subject areas as desired.
Selecting Keywords

- In all instances, click “SELECT” to save keywords
- To select multiple words at the same time, hold down the CTRL key (or Command key on a MAC) while clicking words with your mouse
  - Choose an entire division by major topic (for example, Energy, Engineering, etc.)
  - Choose specific keywords within a major topic area (for example, clicking on the hyperlink, Energy, then selecting words WITHIN that category)
  - Choose specific keywords from an alphabetical listing
  - Search for a particular word using the text box
- Keywords in all CAPS are general keywords
Selecting Other Items

- **Applicant Types** – describes eligibility for BOTH individual and the institution.
- **Award Types** – can narrow down the type of grant you want
- **Citizenship** – to view funding opportunities that are restricted to applicants of a certain citizenship
Selecting Other Items

- **Geographic Restrictions** - sometimes a sponsor will only offer funding to applicants from a specific region, and not to the entire country. To obtain the maximum # of search results, select:
  - No Restrictions
  - New York
  - U.S. East
  - U.S. Mid-Atlantic
  - U.S. Northeast

- **Locations Tenable** - to indicate where you are interested in carrying out a prospective funding opportunity. If nothing selected, “Any/No Restrictions” will be used.
Funding Opportunity Sponsor Search

- Can search for opportunities given by a specific sponsor
- Can search for opportunities based on the type of sponsoring organization
- Can get REALLY specific using the free text boxes to find opportunities based on specific sponsor information
Additional Funding Opportunity Information

**Established Date**
- Located under the Additional Funding Opportunity Information section. Use this drop-down/free-text box field to search for programs that were added to the SPIN database Equal To, Greater Than, or Less Than a certain date.

**Last Updated**
- Located under the Additional Funding Opportunity Information section. Use this drop-down/free-text box field to search for programs updated Equal To, Greater Than, or Less Than a certain date.

**SPIN Program Numbers**
- Located under the Additional Funding Opportunity Information section. Use this free-text box to search for a specific SPIN program number. Each SPIN program has a unique identifier assigned at the time of creation. Separate multiple entries with a comma, but no space (i.e., 55511,55512,55513,55514, etc.).
Narrow by Deadlines!

**Deadlines**
- Use this hyperlinked field to narrow search results by specific types of deadlines.

**Deadline Type**
- Use this drop-down field to select Postmark, Receipt, or Target. These values indicate when applications are due.

**Deadline Open**
- Use this drop-down field to search for programs that accept applications year-round (by selecting Yes) or for programs that do not accept applications year-round (by selecting No). To view all programs regardless of whether they accept applications year-round, leave blank.
Search by Funding Limit

- **Funding Limit**
  
  Use this drop-down/free text field to search for awards that are greater than or less than a specific amount. If no specific funding limit is being searched, leave it blank. Within the SPIN program, this field indicates the maximum amount of the initial award. In SPIN, the number amount will be in the first field and the period of time that amount covers will be in the second field (i.e., Day, Week, Month, Year, Summer, Semester, Average, See Below, etc.) See Below is used when the funding information is too complicated to fit into the Funding Limit field. Further information will be provided in the Funding section of the SPIN program. If no amount is given, the second part of the field will be filled in with one of the following: None (there is actually no limit, but this is very rarely the case); N/A (not applicable); or Not Prov (there is no funding information provided in the sponsor's information).
Proposal Restrictions - aka Limited Submissions

Proposal Restrictions

- Located under the Additional Funding Opportunity Information section. Use this drop-down field to search for programs that do or do not have proposal restrictions on the number of applications allowed per institution. Detailed information on proposal restrictions can be found in the Eligibility paragraph of a SPIN program.
SPIN Reports!

- You can select the funding programs to include in your report
- At the bottom of your results screen, decide if you want all the results or just the first page of results in your report
- Full program or summary format?
- Customized fields for your report?
SPIN Reporting continued

- **Deadline Date Format (Range Only or All Dates)**
  - “Deadline Date Format - All Dates” - shows the same information as the summary format, however, the deadline date format lists the deadline dates at the top of each entry in the report.
  - “Deadline Date Format - Range Only” gives you the option to view only deadline dates as specified in the Advanced Search Deadlines field. For example, if the program has the following deadlines: 06/01/04, 10/01/04, 01/01/05, and you specified a deadline date range of 06/01/04 - 06/30/04 in your search, the Range Only option will only display the 06/01/04 deadline date. If there is more than one deadline date that falls within the specified range, the program will appear multiple times in the search results to represent each date that falls within the range.

- **TIP:** If you have not set criteria for Deadlines on the Advanced Search screen, the Deadline Date Format – Range Only option will not appear under the Report Options on the search results screen.
SPIN Reporting – Destination Options

Choose to build your report on the browser, then print, or
Choose to save the report to your files – will save as Rich Text Files (rtf)
Sign up for SMARTS

InfoEd eRA Portal  Streamlining Electronic Research Administration

Find Funding

- **SPIN**
  - Funding opportunity database

- **SMARTS**
  - Funding opportunity e-mail alert service
Setting up SMARTS – email preferences

Select Your Email Preferences:
• Select “Yes” to start the service
• Select if you want ALL the opportunities in ONE email
• Yes or NO to only US sponsors
• Full Program or Summary Format
Select Your Keywords

- Best to mix and match broad keywords with more specific detailed keywords for MAXIMUM results
- Exact Matches (matches the keyword itself) vs. Hierarchical (all matches that pertain to the keyword)
Applicant Types

- All have been selected for you to maximize your results. You could ADD the following three types:
  - Predoctoral-Non-Student
  - Precollegiate Educator/Personnel
  - Undergraduate Student
- Otherwise, no need to edit this screen
Award Types

- You can define the types of grants you would like to see, for example, research projects, fellowships, seed money, etc.

- ALL award types will be selected for you if you select nothing.
Geographical Restrictions

Just as we showed in SPIN, this is based on the eligibility criteria set by the sponsor. For maximum results, select:

- No Restrictions
- New York
- U.S. East
- U.S. Northeast
- U.S. Mid-Atlantic
Locations Tenable

- The location where the project must be carried out. Again, set by the sponsor’s guidelines.

- If you make no selections, “ALL” will be used.
Save your Selections!

- By clicking on the ‘Save’ button in the top left corner!
Look for your Emails!!!

- As **NEW** funding opportunities become available from the next day after you signed up, you will receive emails!
- **Two most common reasons you may not see emails right away:**
  - Check your SPAM Filters!
  - Too Few Keywords Selected
- If experience any problems, call the InfoEd Help Desk!!!!
Navigating GENIUS – Finding Collaborators

- GENIUS stores personal CV information for investigators
- Provides users with a global network of other investigators/researchers
- Can search other investigators’ work and research interests to find potential collaborators (listing contains all institutions that are currently subscribed to the GENIUS database).
The InfoEd Help Desk is Here to Help You!

Help Desk Phone Number:
212-305-6462

Email
infoedhelpdesk@columbia.edu

Monday – Friday; 9am – 5pm