How To Use Pivot-RP Funding Database

Faculty and researchers are encouraged to conduct a custom search in the Pivot-RP global database to find funding opportunities relevant to their research interests and needs, including grants, fellowships, awards, travel, conferences, and publication funding. Plus, you can set it to alert you via email when new funding calls post that match your search criteria. You can also use Pivot-RP to search for calls for conferences and journals.

STEP 1: Login. Go to Pivot-RP at pivot.proquest.com. On the Sign In screen, click "Use login from my institution", select "University of Utah" from the dropdown, and click "Sign In". Then enter your UNID credentials and log in following the prompts. Then, if you haven't already, claim your Pivot-RP Profile (this is highly recommended; instructional video linked below), so the system will automatically suggest funding opportunities targeted for your research, and other Pivot-RP users will be able to find you as a potential collaborator on research projects.

STEP 2: Basic Search. On the Pivot-RP dashboard, enter your desired search terms into the "Search Funding Opportunities" search bar and click "Search" to view results. (Tip: Initially keep your search broad – using non-technical words – and run multiple searches to refine your search terms to capture the most relevant opportunities.)

As an alternative, you can search by curated categories *(highly recommended).* To do this, click on "Funding" in the main menu (below the U logo). Then click "Search by Keyword" above the "search funding opportunities" search bar. Next, in the "build a query" search bar, select the applicable keyword(s) from the dropdown. (Tip: Keywords proceeded with a small arrow can expand for a more refined search.) Select the keywords you want included in your query, then click "Search". (Tip: You can select multiple keywords for your query, but it may be helpful to first search each term individually to get an idea of the results it yields.)

STEP 3: Advanced Search / Refine Search. To further narrow your search, use the filters in the left column on the Search Funding Results page. For more options, click "Refine Search" in the center of the page just above the results list. Then on the Funding Advanced Search page, set up filters to Find Opportunities *matching* your desired parameters. For example, under Applicant/Institution Location specify "United States"; under Funding Type select all that are applicable, such as "conferences, events or seminars", "fellowships or post-doctoral awards", "institutional, program or curriculum development", "prizes and awards", "publishing or dissemination", "research: project grants and innovation", and/or "travel"; under Applicant Type select "academic institution", "non-profit", and other applicable categories; under Career Stage select "early career and emerging in field", "graduate student or pre-doc", or "mid-career to established in career". Then click "Search".

Also, lower on the Funding Advanced Search page, you can set up filters to *exclude* undesired results. For example, faculty may want to exclude "dissertation-thesis funding" under Funding Type and "graduate student or pre-doc" and "undergraduate student" under Applicant Type. (Tip: Use "Match Any of the Fields" to exclude specific terms that keep showing up in the query's search results but don't fit what you really want.) Then click "Search".

STEP 4: Save Search + Custom Alert. Click "Save Search" just above the results list on the Search Funding Results page. Next, name your saved search and keep the box checked to send you a weekly email. Then click "Save". (Tip: Create multiple saved searches to capture opportunities in disparate areas of interest.) If you need to make changes at any time, you can access your Saved Searches from the dropdown menu under the home icon.

FOR MORE INFORMATION, check out the ExLibris Pivot-RP Knowledge Center.

- Article: Searching for Funding Opportunities
- Article: Pivot-RP Funding Search Tips
- Video: Setting Up Your Account & Claiming Your Profile (4 minutes)
- Video: Basic Searching for Funding Opportunities (3 minutes)
- Video: Advanced Searching for Funding Opportunities (5 minutes)
- Video: Managing Tracked Funding Opportunities (5 minutes)
- RED 360 Class: How to Use Pivot-RP (self-paced, online)
- RED 670 Class: Pivot-RP Consultation (live, online)