

# Pre-Award **PRO TIPS**



from the Office of Research and Sponsored Projects

October 18, 2016

Vol.1, No. 4

## What Happens After You Complete Your Grant Search?

There are many functions that can be used after finding a list of applicable grants that will bring some order to the search results:



Search Functions

# Search Functions:

## **SORTING GRANTS:**

You can sort your search results by the deadline, newest opportunities, the sponsor's name, or the grant opportunity's title.

## **EXPORTING GRANTS:**

You have the option to export the grant opportunities from your search and download them to your computer.

## **FAVORITING GRANTS:**

If you find an opportunity you like, you can favorite it by clicking on a star next to the opportunity. All the opportunities that you have favorited will be easily accessible by clicking on the Favorites button on the search toolbar.

## **SAVING GRANTS:**

You can also save your search criteria and get email alerts of new grant opportunities that become available that fit that search criteria.



Questions?

Contact **Ashley Miller**

Office of Research and Sponsored  
Projects:

[amiller@westga.edu](mailto:amiller@westga.edu)

9-5354



*Office of Research and Sponsored Projects*  
University of West Georgia  
1601 Maple St.  
Carrollton, GA 30118

