

Pivot-RP Funding Database

QUICK START GUIDE

To get started, go to: <https://pivot.proquest.com>

1. Create an Account

- Choose Dublin City University using the drop-down labelled “Use login from my institution.”
- When prompted, create your account by filling in the necessary information.

Pivot-RP™

Sign in to Pivot-RP

Using my institution's credentials

Use login from my institution

OR

Using my account credentials

Email

Enter your email address

Password

Enter your password

Forgot your password?

Sign In

Don't have an account? [Create account](#)

2. Claim your Profile

- Upon logging in for the first time, Pivot-RP may prompt you to claim your profile or to create a profile
- While this is optional, it is a good idea to do so: to get automated funding recommendations based on your research interests, publications, and grants
- Claiming a profile also allows you to be discovered by potential collaborators

3. Search for Funding (Basic Search)

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Rhonda Williams

Funding Profiles Conferences Awarded Grants News

Admin Announcements HELP

Search for Funding

Search Funding Opportunities

Browse Funders A-Z Advanced Search

Welcome, Rhonda

My Funding Opportunities

Tracked Opps

Saved Searches

Advisor

Curated Opps

My Profile & Groups

My Profile

Profile Proxies

Groups

My Preferences

Tips & Resources

The following tips and resources are available to help you on the DCU website:

- DCU Pivot-RP Home Page
- DCU Research Lifecycle
- DCU Research Funding Supports
- DCU Internal Funding Schemes

If you have questions, please contact a DCU Development and Research Support staff member or email your query to researchsystems@dcu.ie.

Basic Search via the Funding tab

- You can enter free text search terms in the **Search All Fields** feature.
- The **Search by Keyword** feature allows you to easily find keywords that align with your research interests and quickly build a query that searches one or more keywords. It can be a good idea to start with keywords which are pre-defined terms that Pivot-RP editors match to funding opportunities.

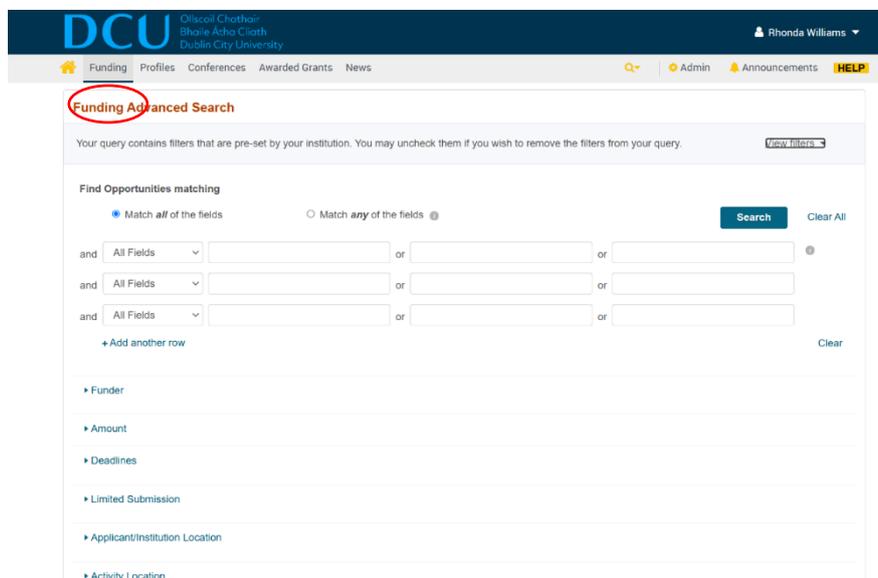
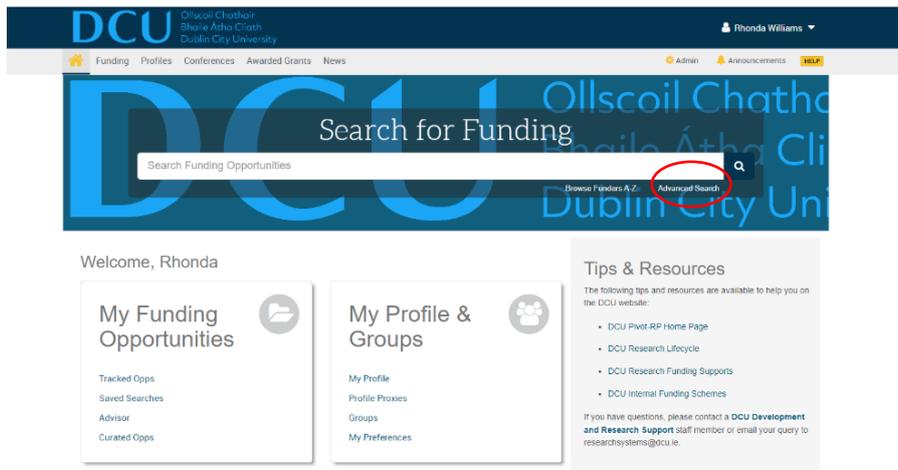
- The **Search by Funder** feature allows you to search for specific sponsors and funding agencies, or, you can browse an A-to-Z list of all the funders that Pivot-RP is tracking. Just click on a funder name to see all of the active funding opportunities for that funder in Pivot-RP.

Funding Discovery

- By hovering over the **Browse by Keyword** wheel you can see approximately how much funding is available for a given term. Selecting a term from the wheel will return results for all the funding opportunities matching that term.

Tip: If you start with broad keywords first, then you can always narrow your results on the results screen or refine your query by adding more specific terms based on the results you receive.

4. Search for Funding (Advanced Search)



On the Funding tab or home dashboard select **Advanced Search**. You will see a variety of options for searching specific fields and for pre-scoping your search by specific criteria including but not limited to:

- Funding type
- Sponsor type
- Award amounts
- Upcoming deadline
- Applicant type

There are also two other important parameters related to eligibility:

- Activity location - specifies where the research or activity must take place. As you type Pivot-RP will auto-populate locations or you can browse from a list.
- Citizenship - specifies any citizenship requirements or restrictions

Note: These filters are already applied by default by DCU's Pivot-RP administrators. However, you can toggle off or modify these limiters.

Search Tip: Some research topics may not get any results in searching, but that does not necessarily mean there are no grants for which your project may be eligible. If this happens, try searching for grants in the broader field(s) within which your project falls. For example, a project to study zebra mussels may be eligible under a grant looking to fund projects in the broader fields of Biological Sciences, Marine Biology, or Environmental Biology, etc.

5. Saving or Modifying a Search

The screenshot shows the DCU Pivot-RP search results page. At the top, the search criteria are displayed: "Your Search: (biotechnology) filtered by: ((host_location:(Ireland OR Unrestricted) OR host_location_parent:(Ireland) OR host_location_child:(Ireland)))". Below the search criteria, three links are circled in red: "Advanced Search", "Save Search", and "Refine Search". The results table shows 100 results with columns for "Grants for the Biotechnology of natural products and the environment conference", "Biotechnology Division Achievement Award", "Biotechnology Division Student Excellence Award", "Emerging investigator grants for research within industrial biotechnology and environmental biotechnology - Nordic region", "[PRESTIGIOUS] Novonosis Biotechnology Prize", "General Grants", and "Marie-Sklodowska Curie Postdoctoral Fellowship at the International Centre for Genetic Engineering and Biotechnology".

After initiating your search, three links appear on the top of your search results screen: **Advanced Search**, **Save Search**, and **Refine Search**.

- **Advanced Search** starts a new, blank search screen.
- **Save Search** allows you to name and save your search.
 - You can then choose whether you want to receive weekly funding alert emails that highlight any new opportunities that match your search criteria. These will automatically be delivered to your inbox.
 - You can also tag your saved searches.
 - You can find and manage your saved searches by clicking on the 'home' icon in the top left corner of the navigation bar.
- **Refine Search** returns you to the search screen with your criteria still entered so you can easily add or modify keywords or search parameters. You may also narrow your results using the faceted search results on the left side of the search results screen.

6. Track, Share, and Export Funding Opportunities

The screenshot shows the DCU Funding Search Results page. At the top, there is a navigation bar with 'Funding', 'Profiles', 'Conferences', 'Awarded Grants', and 'News'. Below this, there are tabs for 'Funding Opp Detail' and 'Funding Search Results'. The search results section shows 'Your Search: (biotechnology)' and 'filtered by: ((host_location:(Ireland OR Unrestricted) OR host_location_parent:(Ireland) OR host_location_child:(Ireland)))'. There are buttons for 'Advanced Search', 'Save Search', and 'Refine Search'. A 'Share Search' button is circled in red. Below the search results, there is a table with columns for 'Applicant/Institution Location', 'Track', 'Share', 'Export', 'Dismiss', 'Curate', 'Deadline', and 'Amount'. The 'Track', 'Share', 'Export', and 'Dismiss' buttons are circled in red. The table lists two funding opportunities: 'Grants for the Biotechnology of natural products and the environment conference' and 'Biotechnology Division Achievement Award'.

When viewing a full set of results or individual funding opportunities you can choose to Track, Share, Export, or Curate (Admin) them.

Track

- When viewing search results, you can select one or more opportunities, and then select Track to add the selected opportunities to your Tracked list. When viewing an individual opportunity, you can similarly select Track.
- You can choose to get alerts and deadline reminders for items on your tracked list. This list can also be organised and sorted to easily keep track of opportunities for multiple research areas at once.

Share Funding Opportunities

- You can share a full set of results or individual funding opportunities.
- To share an individual opportunity, enter the name or the email address of the person(s) that you wish to share this opportunity with. Pivot-RP will attempt to auto-populate names of others at your institution, so you don't need to type in their email addresses. You can include an optional message as well and can create groups of people you wish to share with.
- While viewing a list of results, you can share them all by clicking the box above the list that lists the number of results, select Share, and enter the same information as above.
- You can save and share an unlimited number of opportunities.

Share a Funding Search

- Once you have created a funding search, you can share it by using the Share Search button.
- After filtering and sorting your list, click on the Share Search button.
- Fill in the information on the box that pops up and click Send.

Export

- You can export funding opportunities in various output formats.
- Tick the box at the top of the list to choose the full list of funding opportunities or click on individual funding opportunities to Export.
- Select the Export button. Choose the format and content you wish to export. Select Submit.
- The exported information is then located in your downloads.