How to Search for a Grant in eCivis

To begin searching for grants, click on the Research tab and then click on Search for Grants
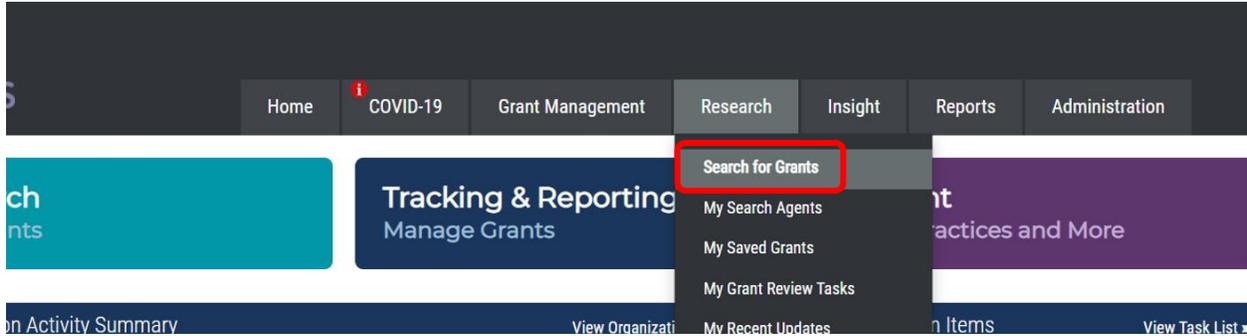
In the keywords field, enter in at least one keyword specific to the type of grant you want to find. Other identifiers can be used as keywords such as the CFDA number or the Federal Opportunity Number. You can also select Additional Search Criteria to filter by Categories, Grant Type and Agency, Eligibility, Match, and Application Due Date.

Click Search, and your results will populate. Hovering over the Grant Title will load summary information and more details can be loaded by clicking on the Grant Title. From inside the Grant Details page, you can Save or Assign the grant to a project or email the grant to someone for review.

Back in the search results, you can click Create Search Agent to save your keywords. This will allow you to run the same search in the future. Once clicking Create Search Agent, you will be prompted to create a Name for your search agent and select a checkbox if you wish to be notified via email when a new grant matching that criteria is posted. You can view all of your saved search agents, edit your email preferences, and remove search agents by clicking My Search Agents.

By going to the Research tab and selecting New Grants/Updates, you can view a list of all grants added in the last 14 days.