

Searching InfoEd Sponsored Programs Information Network (InfoEd SPIN) Basics



307 Bynum Hall, CB# 4106
<http://research.unc.edu/grantsource>
919-962-3463 // gs@unc.edu

About InfoEd SPIN

InfoEd SPIN is a database of funding opportunities in all disciplines including:

- research grants (R&D)
- program development
- curriculum development
- training/professional development
- fellowships
- prizes and awards
- collaborative projects
- general operating funds
- conferences
- travel
- publication
- dissertation
- equipment

There are duplicate opportunities in the InfoEd SPIN and COS databases, but there is unique content as well.

Where to Begin

- http://research.unc.edu/grantsource/funding_databases.php#spin
- Select *Advanced Search* from the bottom left.
- 6 Recommended fields to fill in:
 - *Keywords*
 - *Applicant Types*
 - *Award Types*
 - *Citizenship*
 - *Geographic Restrictions*
 - *Locations Tenable*

Selecting Keywords

Keywords are terms that describe the field of research or study. Select all the keywords that apply.

- Click *Keywords*.
- You will move to the keyword selection page.
- Browse for keywords by scrolling through the alphabetical list.
 - You can narrow the keywords by broad subject area by clicking on the list of general topics on the left side of the screen, or select all the keywords in that topic by clicking the check box.
 - When you see an appropriate keyword, highlight the name and click *Select*. This will add the keyword to your search.
 - You can add multiple keywords at one time by holding down the control key when highlighting selections.

- OR, type terms that describe your research into the text box in the bottom half of the keyword window and click *Search*. Do not use the *Enter* key when using the search function as the database does not recognize *Enter* as a valid command for this function.
- Select broad keywords applicable to your research, such as "History"; as well as more specific terms, like "Medieval History."
- Once you are finished selecting keywords, click the *Return* button. **Do not press the back button.**

Applicant Types

This field is for information that describes you and your organization. Select all the terms that apply.

- Click *Applicant Types*.
- Graduate students should select *Graduate Student*.
- If you are a faculty member or postdoctoral scholar, make sure you select all the terms that apply to you such as: *Faculty Member, Researcher/Investigator, Postdoctoral* as well as the institution such as: *Colleges/Universities, Non-Profit, Public Institution, School of Public Health*
- Choose any other terms that may apply, for example: *Woman, Young Investigator/Junior Faculty, etc.*
- Click *Select*.

Award Types

Here you will choose the type of funding you are seeking.

- Click *Award Types*.
- Scroll through the list of funding types and select terms that describe the activity for which you are seeking funding. A glossary of these terms is available at: <http://research.unc.edu/grantsource/spin.php>
- Click *Select*.

Citizenship

- Click *Citizenship*.
- Scroll through the list and choose the country or countries of your citizenship.
- For the best results, always include *Any/No Restrictions* as one of your selections for opportunities with no citizenship restrictions.
- Click *Select*.

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Geographic Restrictions

In this field, you will choose terms that describe your geographic location.

- Select all the values that describe your area and region. For example, for North Carolina, select *US South, US Southeast, US East, US Mid-Atlantic, and North Carolina*.
- Always include *No Restrictions* to get opportunities that have no specified restrictions with regard to the geographic location of the applicant.
- Click *Select*.

Locations Tenable

This section defines where the award must be undertaken.

- Select *USA Institution* and any other values that describe the locations where you will carry out your study or project.
- Always include *Any/No Restrictions* to get opportunities that do not specify where the award must be used.
- Click *Select*.

Search

- Once the fields have been populated, click *Run Search*.
- A list of results will come up that match the terms you have specified.
- To view more details about a specific funding opportunity, click the blue hyperlinked reference number to the left of the title.

Saving a Search

- If you want to save a copy of your search to review later, use the back arrow in your browser to return to the *Advanced Search* page and click *Save Search*.
- You will be prompted to create a new account that should include your name and UNC email address and a username and password of your choosing.
- Please note that if you select the option to have the search emailed to you, you will receive the entire list of results in each email, not just new and updated ones.
- To view your search, click *Load Search* from the *Advanced Search* screen and enter your username and password. You will then see a list of all of your saved searches.

Displaying, Printing, or Downloading Results

It is possible to customize the search results into a report.

- Select the items from the list that you wish to include in the report by clicking on the box to the left of the item.
- To select all the items listed either on the page or in the entire search, click the *Select All* option in the *Report* section at the bottom of the page, and indicate whether you want items from *This Screen* or from the *Whole Search*. To get a report of just the opportunities you have checked, leave the *Select All* option unchecked.
- Choose your preferred format and destination options for building reports at the bottom of the page.
- Click *Build Report*.
- To print, use the *Print* command in your web browser's *File* menu.

Other Tips

- When moving around within InfoEd SPIN do **not** use your browser's back button – use the *Return* button or click on *Advanced Search* to take you back to the search screen.
- You can make multiple selections in all of the InfoEd SPIN categories by holding down the control button while you click each term you wish to include.
- The additional fields of *Title Contains* and *Synopsis Contains* can be used to search for words that appear in the title or the text of the funding opportunities, which is useful if you do not find a closely matching term in the *Keywords* category.
- Searches are case insensitive. Using upper or lower case letters will yield the same results.
- Do not use punctuation marks (slashes, commas, etc.).
- Do not use the articles a, an, or the.