

# **Receive Grant Recommendations**

If you are too busy to search for grants regularly but still want to be updated about new potential opportunities, GrantForward will recommend relevant funding opportunities based on your research interests automatically. You can customize your interest keywords and set up a Researcher Profile to reflect your interests better and therefore receive more matching grant recommendations.

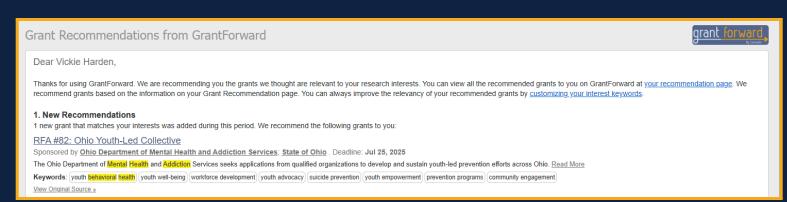
Find more GrantForward support materials, including those referenced here, as well as Guides, Administrator Tools, Tutorials, UseCases, and Webinars at <u>GrantForward.com/support</u>.

#### 1. What Are Grant Recommendations?

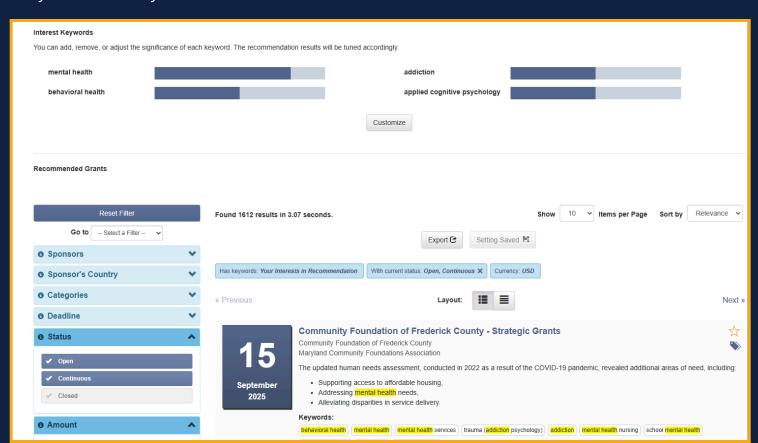
To keep your grant awareness, GrantForward sends personalized grant recommendations based on your research interests automatically, without any effort on your end. You can totally control or tailor your recommendations by specifying more research interest keywords or adding more filters.

You can receive the recommendations via:

• **Recommendation emails**: include new matching opportunities with highlighted keywords that allow you to quickly understand why those grants are recommended and decide if you want to explore them further.

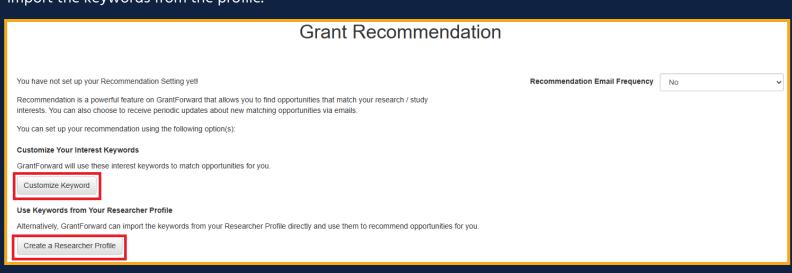


• Recommendations page under the **Grants** tab: contains all the recommended grants. You can customize your research keywords and add various advanced filters to narrow them down.



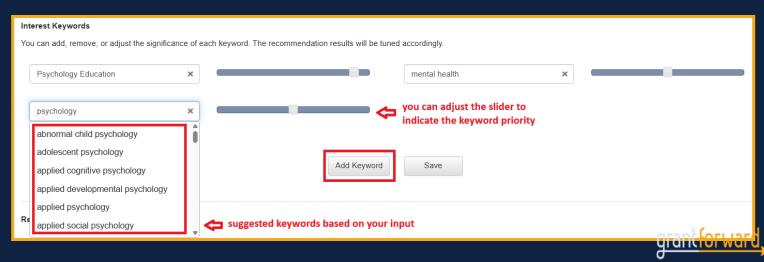
## 2. How to Receive Grant Recommendations?

In order to receive grant recommendations, you should tell GrantForward what your research interests are. You can either add your interest keywords manually or you can create a researcher profile to allow the system to import the keywords from the profile.

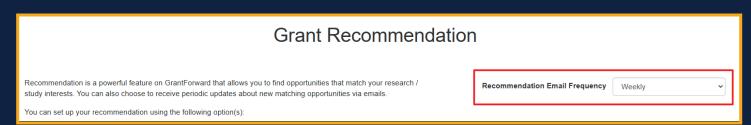


## 2.1. Use Manually Added Interest Keywords

- On the <u>Recommendations</u> page, click on the <u>Customize Keyword</u> button.
- Choose Add Keyword to start putting in your keywords. Once you fill in the keywords, our system will
  suggest multiple relevant options based on your input to choose from.

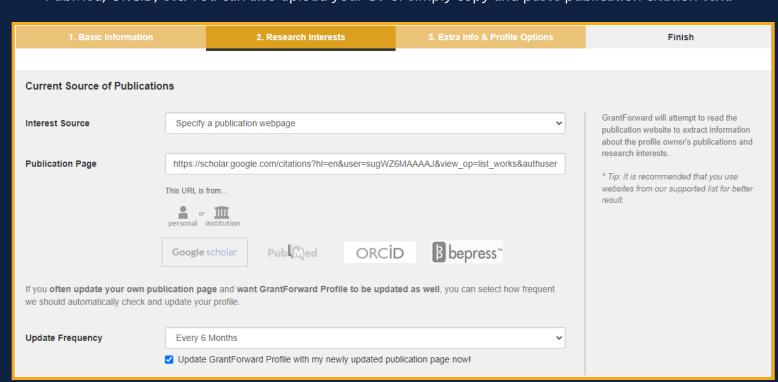


- Click Save to keep the added keywords that GrantForward will use for your grant recommendations.
- After that, you can set the frequency for your recommendation email on the top right of the **Recommendations** page.



#### 2.2. Use Keywords from Your Researcher Profile

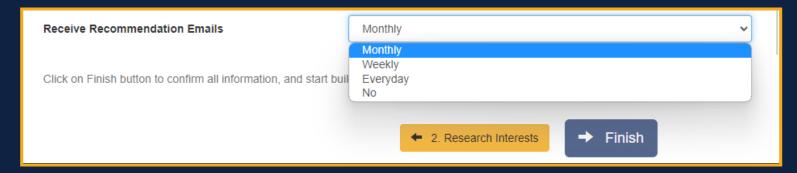
- On the **Recommendations** page, click on the **Create a Researcher Profile** button.
- Then, you will be directed to the <u>Create Profiles</u> page to fill in information on the **Basic Information**, **Research Interests**, and **Extra Info & Profile Options** tabs.
  - o At the **Research Interests** tab, use a comprehensive source that compiles and displays your complete publications, from which GrantForward can extract your research interest keywords. GrantForward allows various ways to specify your Interest Source. You can use a web page, e.g., your personal homepage or faculty directory page that contains your publications, or public profile pages such as Google Scholar, PubMed, ORCID, etc. You can also upload your CV or simply copy and paste publication citation text.



 Under Specify Extra Keywords, you can also add more specific keywords and move the scrollbar to indicate their importance.



• At the **Extra Info & Profile Options** tab, choose the frequency to receive recommendation emails. Click on **Finish** to create your profile.



• Then, go back to the **Recommendations** page, choose **Update Keywords from Your Researcher Profile** to import all the keywords from your profile, so GrantForward can use them to recommend opportunities for you.

Use Keywords from Your Researcher Profile

Alternatively, GrantForward can import the keywords from your Researcher Profile directly and use them to recommend opportunities for you.

Update Keywords from Your Researcher Profile

Once you start receiving the grant recommendation emails, you can review and also tailor your recommendation further by updating keywords and adding filters. For detailed guidance, please refer to the document: <a href="How Can I Tailor My Grant Recommendations?">How Can I Tailor My Grant Recommendations?</a>

