

## PIVOT How-To Guide

Pivot is a comprehensive international funding database that University of Toronto subscribes to on behalf of faculty researchers, postdocs, and students. Developed by Community of Science, Pivot is a multi-functional website that allows you to:

- Conduct and save advanced funding searches including Canadian and international opportunities
- Track opportunities and receive notifications of updates and upcoming deadlines
- Share opportunities with colleagues by “claiming” a faculty profile

Pivot can be accessed via any of the following links:

<http://pivot.cos.com>

<http://www.medicine.utoronto.ca/research/whats-new-research-funding>

<http://www.research.utoronto.ca/faculty-and-staff/secure-research-funding/find-funding/>

### Conducting Searches

Once you sign up for Pivot, the main page features “Most Popular” funding opportunities. To conduct an advanced search in your field, choose “Advanced Search” under the search box. Advanced Search includes multiple search criteria, including keywords, amounts, and funding type. Each opportunity is tagged with topical keywords, so try these in addition to general search terms.

To ensure that your results include only opportunities that can be held in Canada, set **Activity Location** to Canada and check “Unrestricted” and “Super-entities.”

Check the funder website to confirm eligibility. If eligibility is unclear, inquiries can be directed to: Sony Giwa, Senior Development Officer Research Programs, [sony.giwa@utoronto.ca](mailto:sony.giwa@utoronto.ca) or (416)946-3110

### Saving and Tracking Searches

Once your search list is generated, you will have the option to “Save Search” or “Refine Search.” If you “Save Search,” you can choose to receive weekly updates on opportunities relevant to the search. Your saved searches will be catalogued on your home page (house icon near the top of the page).

Each individual result will provide detailed information and options to “Track” or “Set to Active.” Tracked opportunities will also appear on your home page and you can choose to receive reminders or updates on specific opportunities.

### Claiming a Profile and Sharing Opportunities

Faculty members have pre-populated profiles on Pivot, based on publicly available information. To claim your profile, after signing up, click on your name (top right of page) and choose “Claim Profile.” You can select the appropriate profile or create a profile if yours is not available.  
*Please update your research keywords so that we can more readily target you for specific opportunities.*

Profiles allow you to share funding opportunities with your colleagues or departmental groups. Pivot also automatically generates suggested funding opportunities based on your profile, but keep in mind that some suggested opportunities may not be available in Canada.