

Caltech | Funding Opportunities

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www.fundingopportunities.caltech.edu

HOME PAGE

The Home page provides an overview of the site and links to several Caltech and External Resources.

Caltech | Funding Opportunities breakthrough
THE CALTECH CAMPAIGN

Home Search My Subscriptions My Delegations Contact Us FAQs

Caltech's [Office of Foundation Relations](#) maintains this online database of **primarily non-federal** funding opportunities as a resource for the Caltech community. Funding opportunities may be accessed by clicking [Search](#). Opportunities include calls for proposals released by private foundations, public charities, associations, corporations, internal Caltech opportunities and Federal limited opportunities (i.e., those that limit the number of submissions per institution). Other Federal opportunities may be accessed via the [External Resources](#) links below. Subscriptions to funding opportunity announcements are available by clicking [My Subscriptions](#) or via the [Search](#) function. For questions about this site or specific opportunity announcements, please [Contact Us](#).

For general questions about foundation funding and/or those foundations that do not release public calls for proposals, please [contact](#) the Office of Foundation Relations or visit our [homepage](#). Foundation Relations is a department within the Division of [Advancement and Alumni Relations](#).

[Search Opportunities](#)

<p>Caltech Resources</p> <p>Office of Foundation Relations The Office of Foundation Relations (OFR) identifies and disseminates private funding opportunities, guides and maintains relationships with foundations, and helps ensure that Caltech's proposals to foundations are compelling and competitive.</p> <p>Office of Sponsored Research The Office of Sponsored Research (OSR) assists faculty in the review, submission, negotiation, and acceptance of extramural grants, contracts, and cooperative agreements for research, training, and other sponsored programs.</p> <p>Office of Technology Transfer and Corporate Partnerships The Office of Technology Transfer and Corporate Partnerships (OTTCP) is charged with facilitating and managing the transfer of technologies created by scientists and engineers at Caltech and JPL to the commercial sector, and with establishing and maintaining partnerships in support of joint scientific breakthroughs between Caltech and industry.</p>	<p>External Resources</p> <p>Federal Funding</p> <p>Grants Gov Centralized repository of more than 1,000 different grant programs across federal grant-making agencies.</p> <p>NIH Grant Opportunities Office of Extramural Research (OER) at NIH website with funding opportunities and policy and procedure information.</p> <p>NSF Funding Opportunities Funding opportunities offered by the National Science Foundation, also available at grants.gov</p> <p>Grantsmanship & Resources Targeting Early-Career Investigators</p>
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Use this page to access:

Caltech Resources:

- [Office of Foundation Relations Website](#)
- [Office of Sponsored Research Website](#)
- [Office of Technology Transfer and Corporate Partnerships Website](#)
- [Caltech Research Administration Policies & Procedures](#)
- [Caltech Faculty Handbook](#)
- [Minimum Indirect Cost Rate Policies](#)
- [Internal Forms for Proposal Submission](#)
- [Caltech Gift Policies](#)
- [Caltech Collection of Open Digital Archives \(CODA\)](#)
- [FAQs](#) (regarding this website; proposal submission policies to non-federal funders; and additional information about non-federal corporate and foundation funders and relevant on-campus offices)

External Resources:

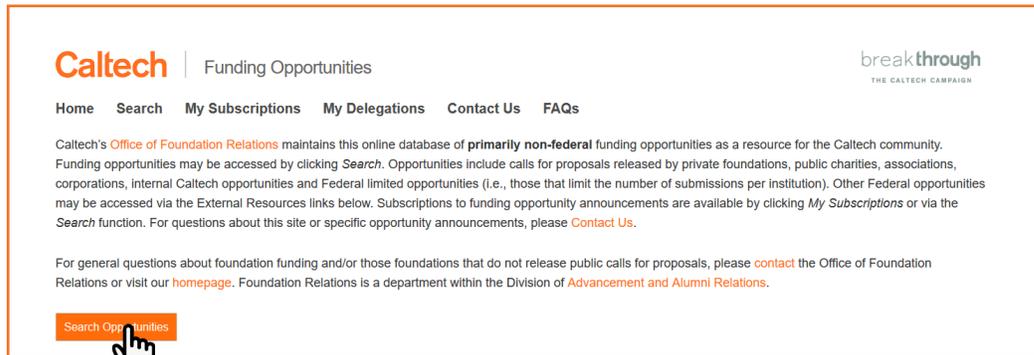
Federal Funding

- [Grants.gov](#)
- [NIH Grant Opportunities](#)
- [NSF Funding Opportunities](#)

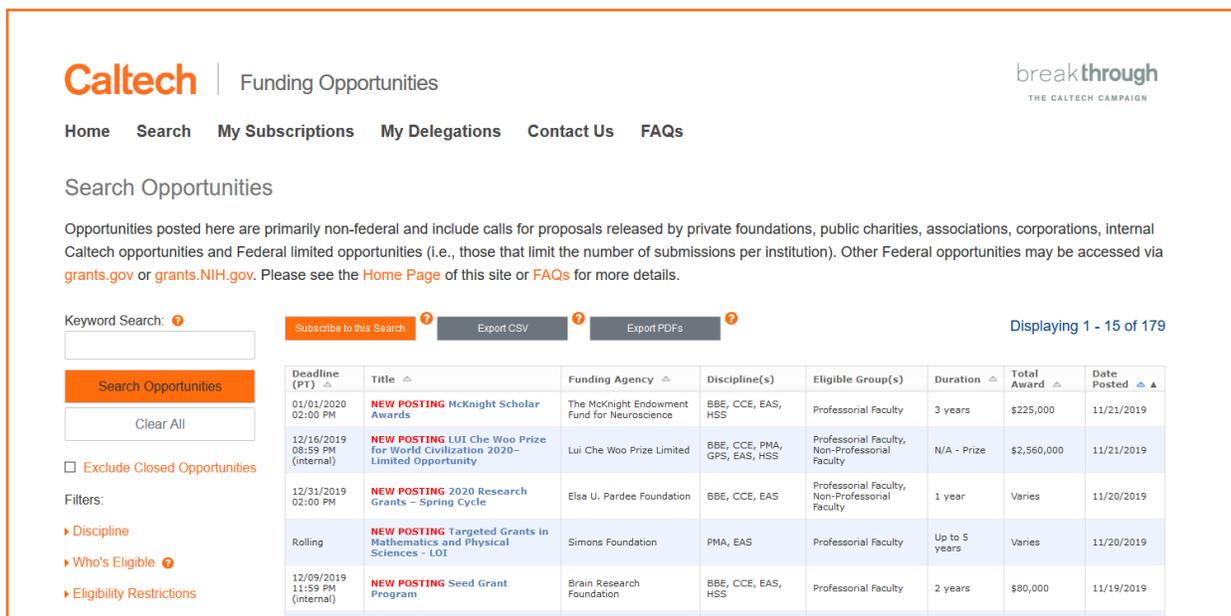
Grantsmanship & Resources Targeting Early-Career Investigators

- [Ten Simple Rules for Getting Grants](#)
- [Art of Grantsmanship](#)
- [Making the Right Moves: 2nd Edition](#)
- [AAAS Resource on Grantsmanship](#)
- [Guide to NSF Success](#)

SEARCH PAGE



Click the **Search Opportunities** button or the Search tab in the menu ribbon to access the Search page.



The search table defaults to show all opportunities, sorted by date posted and provides a summary overview of each opportunity:

- *Deadline: Most near-term deadline (internal or external)
- *Title: Name of the opportunity
- *Funding Agency: Name of the funder
- Disciplines: Caltech Divisions for which the award may be applicable.
- Eligible Group(s): Which groups are eligible to apply
- *Duration: Total award duration – variable durations or no duration are also noted.
- *Total Award: Total award amount, including indirect costs allowed by the funder. Ranges and variable award amounts are also noted.
- *Date Posted: The date the opportunity was added to the database (default table view is to sort by this column).

Quick Tips:

- Hover on the opportunity title for a pop-up display of the opportunity description.
- Click on the opportunity title to access the full opportunity memo page with all applicable details.

*The table can be sorted (ascending or descending) by these headers.

New Postings: are delineated by the **NEW POSTING** tag ahead of the opportunity title in the search grid. This tag appears for seven days after the date of posting. The opportunity itself will continue to appear in the table after this seven day period.

Closed: Closed postings are delineated by the **CLOSED** tag ahead of the opportunity title in the search grid. This tag appears once the most near-term deadline has passed.

Quick Tip: Hover on the  for more information on the respective search page element.

Keyword Search and Filters: To drill down into available opportunities based on field of study, eligibility, etc., you may use the Keyword Search and/or Filters.

Use Filters to broadly define opportunities of interest. For example, if you are interested in opportunities in the biological or biomedical sciences then select “biology and biological engineering” as the Discipline.

Use Keyword Search to more narrowly define opportunities focused on a specific topic (e.g., “cancer”). These may be coupled with filters (e.g., “Who’s Eligible”) to refine search results.

Keyword Search: The keyword search feature allows you to search the **title**, **description**, and **research areas of interest** fields of the opportunity memos. **Keyword Search:** 

For example, if you are looking for opportunities focused on specific themes (e.g., “climate” or “quantum”) you may use the keyword search either on its own, or in combination with filters to narrow results. The keyword search does *not* employ boolean operators (e.g., AND, OR, or NOT). However, it does accept partial words (e.g., “chem” will yield results with either “chemical” or “chemistry” in one of the searchable fields; likewise, “neuro” will yield results with “neurodegenerative”, “neuroscience”, “neurobiology”, etc.). Exact short phrases (e.g., “theoretical physics” or “computer science”) may also be entered. When used in conjunction with the filters, Keyword Search applies an “AND” operation and will yield only those results where both the keyword and filters apply. Once a keyword has been entered, click [Search Opportunities](#) to update the table.

Filters: A number of pre-defined filters can be used to narrow search results. When categories within a specific filter header are selected (e.g., EAS and PMA within Discipline), the filter acts as an “OR” function and will yield results that apply to either EAS or PMA. Between the filter headers, (e.g., Discipline and Who’s Eligible), the filters act as an “AND” function and will yield results that apply to BOTH the selected filters.

Quick Tip: Filters will automatically update the table. When deselecting a filter, please allow a moment for the table to refresh before selecting a new filter.

► Discipline

Disciplines within this database are defined by Caltech’s Divisions. Potentially eligible disciplines for any given opportunity are assessed by reviewing the opportunity’s stated areas of interest and the fields of study of prior recipients. All discipline categories are approved by the Office of the Provost prior to memo posting. Additional disciplines include Community Outreach and Curriculum Design.

Quick Tip: Interdisciplinary and multidisciplinary opportunities will be tagged with all relevant divisions (e.g., a medical device funding opportunity will appear in both the Biology and Biological Engineering and Engineering and Applied Science Disciplines; a drug development opportunity will appear in both the Biology and Biological Engineering and Chemistry and Chemical Engineering Disciplines). However, you may select multiple disciplines in any given search/subscription to ensure you receive the full breadth of opportunities.

▶ Who's Eligible

Filters include Professorial Faculty, Non-Professorial Faculty, Postdocs, Grad Students, and Staff.

Note: Please refer to [Caltech's Faculty Handbook](#) for definitions on professorial and non-professorial faculty and Caltech's Office of Research Administration site for information on eligibility to serve as PI on research proposals.

▶ Eligibility Restrictions

Some funding opportunities restrict applicants to citizenship in a particular country or countries. Selecting this filter will limit the opportunities presented in the table to those without any such restrictions.

▶ Institutionally Limited

Limited opportunities are those that restrict the number of applicants from Caltech. This filter allows you to review either those that are limited or those that are not. The default table shows both.

▶ Funding Type

Funding type is broadly defined as either "Fellowship", "Grant/Award", or "Prize". Typically, only graduate students and/or postdocs will be eligible for fellowships. Funders may occasionally refer to faculty awards as "fellowships" but these are categorized as "Grant/Award" for Caltech's and this database's purposes. Eligibility for Grants/Awards varies widely, and will sometimes include graduate students and postdocs, as well as non-tenure track faculty. Prizes are awarded directly to the recipient and may include honoraria, medals/statues, certificates, or prize lecture opportunities.

▶ Agency Name

To restrict results to opportunities from specific funding agencies, please use this filter.

▶ Funding Agency Type

Use this filter to narrow your results to specific funding agency types: Caltech Internal Opportunities; Corporations; Federal Awards (e.g., Prizes); Federal Limited Submissions; and Private Foundations, Public Charities, and Societies.

▶ Deadline and ▶ Date Posted

Use these filters to identify opportunities with posting dates or deadlines in particular years or months.

Other Buttons:

Clear All

Removes all current filters and keywords from the search.

Subscribe to this Search

Clicking this button will create a subscription for the current search criteria. Please see the Subscription Management section for more information ([pg 13](#)).

Export CSV

Export a CSV of the information displayed in the table matching the current search criteria. Note the CSV will also contain the web addresses for the specific opportunities.

Export PDFs

Export a compiled PDF of all Funding Opportunity memos matching the current search criteria. There is a limit of 50 memos for any one export.

OPPORTUNITY MEMO PAGES

Opportunity memo pages are accessed by clicking on the title of an opportunity from the Search page.

NEW POSTING 2020 Research Grants – Spring Cycle 

Opportunity memo pages provide information about the opportunity and applicable Caltech policies. These memos are not meant to provide full application requirements, which can be accessed via links on the memo page to the Funder’s guidelines, either online or via PDF attachments.

Caltech | Funding Opportunities

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breakthrough
THE CALTECH CAMPAIGN

FUNDING MEMO

Export PDF
Ask A Question

Title: 2020 Research Grants – Spring Cycle

Funding Agency: Elsa U. Pardee Foundation

External Deadline(s):
12/31/2019 02:00 PM PST (Full Proposal)

Cognizant Office: Office of Foundation Relations

Description:

The Elsa U. Pardee Foundation funds **research grants** to investigators in United States non-profit institutions proposing research directed toward **identifying new treatments or cures for cancer**. The Foundation particularly encourages grant applications for a one year period which will allow establishment of capabilities of new cancer researchers, or new cancer approaches by established cancer researchers. It is anticipated that this early stage funding by the Foundation may lead to subsequent and expanded support using government agency funding. Project relevance to cancer detection, treatment, or cure should be clearly identified.

Total Award: Varies

- No limit on amount that can be requested
 - Typically ranges between \$100,000 and \$200,000 for one year
 - Funds may be used for salary and fringe benefits for the PI/coPI as well as support for other personnel and supplies
 - Essential equipment cannot exceed \$5,000

Indirect Costs: 5% of Direct Costs

- Caltech’s minimum overhead rate is based on the award’s annual gross funding. Please refer to the [FY20 Annual Rate Memo](#) for applicable minimum overhead requirements. Applicants must work within their division to account for the required overhead via an approved MORA form

Duration: 1 year

Export PDF Export a PDF of the opportunity memo

Ask A Question Quick access to the contact information for the Foundation Relations team.

Quick Tip: Each memo is assigned an opportunity ID number, noted at the bottom of the page (e.g., *Opportunity ID: 196*). For quick access, you may enter this ID in the Keyword Search field on the Search page to locate a memo.

MY SUBSCRIPTIONS

Subscriptions can be managed from the My Subscriptions tab.

Please review the Subscription Setup and Management section of this document for detailed information (beginning on [page 13](#)).

MY DELEGATIONS

From the My Delegations page, you can review your delegates (those who have made subscriptions on your behalf) and your delegators (those for whom you have made subscriptions).

My Delegates

Clicking on the User's name/email or approval status allows you to review the relationship detail and make changes to the delegate's permission. You can approve denied delegates or remove a delegate's approval.

My Delegates

These are people that may be able to create Subscriptions on your behalf. Those marked as **Approved** are allowed to do so. Those marked **Denied** are not allowed to do so. Those marked **Pending** have yet to be approved or denied by you.

Click on a Delegation below to view, authorize, or deny it.

User	Status
Carrico, Polly <pcarrico@caltech.edu>	Approved
Admin, FR Funding <imss-ads-staff@caltech.edu>	Denied

My Delegators

Clicking on the User's name/email or approval status allows you to view the relationship detail.

My Delegators

These are people on whose behalf you may be able to create Subscriptions. Those marked as **Approved** indicate you are allowed to do so. Those marked **Denied** indicate you are not allowed to do so. Those marked **Pending** have yet to be approved or denied by them.

User	Status
Khidekel, Nelly <nkhidekel@caltech.edu>	Approved

CONTACT US

Access contact information to ask either general questions about the site, or funding opportunity-specific questions of the applicable cognizant office.

General Questions about the Funding Opportunities Website:

Office of Foundation Relations

Email: fr@caltech.edu

Phone: 626-395-3258

Funding Opportunity-Specific Questions:

Foundation Funding Opportunities

Office of Foundation Relations

Email: fr@caltech.edu

Phone: 626-395-3258

Corporate Funding Opportunities

Office of Technology Transfer and Corporate Partnerships (OTTCP)

Email: innovation@caltech.edu

Phone: 626-395-3066

Caltech or Federal Limited Funding Opportunities

Office of the Provost

Stacey Scoville, Executive Assistant to the Provost

Email: staceys@caltech.edu

Phone: 626-395-6320

FAQS

For the most up-to-date FAQs, please [click here](#).

General Questions about the Funding Opportunities Website

Q: Who can access the website?

The Funding Opportunities website is open to all members of the Caltech community. When accessing the site off campus, you will be prompted to log in with Access ID credentials.

Q: What opportunities are included in this database?

The Funding Opportunities website includes calls for proposals (i.e., requests for proposals [RFPs]) released by foundations, public charities, associations, societies, and corporations. In some cases, these are widely released to universities nationally or internationally. In other cases, Caltech is among a subset of universities invited to submit proposals. The website also includes internal Caltech opportunities and Federal opportunities with limited submissions (i.e., those in which the institution is limited in the number of proposals it may submit).

Q: What about other Federal opportunities?

Non-limited Federal opportunities may be accessed from the external resources links on the home page of this site.

Q: How can I browse the database?

You may search by keyword or filter by a variety of categories. The default for the table of opportunities is to display all opportunities (including those that have closed) by order of the date posted. The table may be sorted by several different fields. Hovering over a given opportunity title will display its description. Clicking on a given opportunity title will take you to the detailed opportunity memo, which may also be downloaded as a PDF. Multiple opportunities may be downloaded as csv files or bulk PDF files.

Q: The database filters are too broad for me. Is there any way to search with more precision?

Yes. The keyword search feature allows you to search the title, description, and research areas of interest fields of the opportunity memos. For example, if you are looking for opportunities focused on specific themes (e.g., “climate” or “quantum”) you may use the keyword search either on its own, or in combination with filters to narrow results. The keyword search accepts partial words (e.g., “chem” will yield results with either “chemical” or “chemistry” in one of the searchable fields; likewise, “neuro” will yield results with “neurodegenerative”, “neuroscience”, “neurobiology”, etc.). Exact short phrases (e.g., “theoretical physics” or “computer science”) may also be entered.

Questions about Subscription and Delegation features

Q: Is it possible to subscribe to receive information about new opportunities?

Yes. This website has a subscription feature that can be accessed from the Search or My Subscriptions tabs. Any number of subscriptions can be created by a user, each with its own set of pre-defined and/or keyword filters. Subscribers can choose to receive new opportunity notices for each opportunity (i.e., Individual) or via Weekly Digest. Users may also select delegates who are permitted to create or modify subscriptions on their behalf.

Q: How can I make subscriptions more tailored?

As when browsing the database, use the keyword field to help tailor subscriptions to your needs.

Q: How do I create a subscription?

From the Search page: Select your desired filters and/or keyword then click the “Subscribe to this Search” button. You may then name the subscription, select if you would like to receive emails for each opportunity (i.e., Individual) or via a Weekly Digest, and update the email address - only caltech.edu email addresses may receive subscriptions. The email field will be pre-loaded with the email address associated with your access.caltech account. You may enter an alias if you prefer, or if you are creating a subscription for someone else, enter their address.

From the My Subscriptions page: Click the “Create New Subscription” button, then proceed as described above.

Q: How can I subscribe to receive all opportunities?

To receive all opportunities, remove all filters and keywords and click “Subscribe to this Search”.

Q: Can I subscribe a group email to receive subscriptions?

Yes, a group email can be entered as the email address when setting up a subscription. In advance, identify the subscription owner. Each group subscription can have up to one owner (the person who confirms the subscription) and one delegate (the person who sets up the subscription) – these are the only two individuals who will be able to alter the subscription on behalf of the group. While all group members will receive the confirmation email, only the group owner should confirm the subscription. Once confirmed, subscription emails will be sent to the group email.

Q: How do I delegate someone to create a subscription for me?

A delegate can create a subscription on your behalf by selecting your desired filters and/or keyword. After clicking “Subscribe to this Search”, the delegate can designate you as the subscriber by entering your email in the email field. The confirmation email will be sent to the email provided. You will have the opportunity to approve, edit, or deny the subscription. If this is the first time this delegate has created a subscription for you, or if you have previously denied this delegate, you will also be asked to approve or deny the delegate for this subscription.

Q: What happens if I deny a delegate?

Denying a delegate applies only to a specific subscription - the denied delegate will not be able to make changes to or delete the subscription on your behalf. They may still make additional subscriptions. If you deny a delegate, you will need to approve or deny their delegate status each time they create a subscription for you.

Q: Can I remove a delegate from a subscription?

Yes, from the My Subscriptions page, you can remove a delegate from a subscription by clicking on their name in the delegate column. You will then need to confirm their removal. The delegate will no longer be able to modify or delete the subscription on your behalf.

Q: Can I approve a previously denied delegate?

Yes, from the My Delegations page, click on the delegate’s name/email. You can then choose to change their approval status.

Questions Regarding Proposal Submission

Q: What does “Cognizant Office” mean in the opportunity memos?

The cognizant office is the administrative unit at Caltech that must be notified if you are planning to submit to a particular opportunity. Details on submission procedures are contained within each memo, including which administrative unit can help prepare a submission and administer an award should it be received. In some cases one unit is available to help prepare a submission (e.g., the Office of Foundation Relations), while another (the

Office of Sponsored Research) will administer an award.

Q: What are limited submissions?

Limited submissions are those in which the funder has restricted the number of submissions that may be made from a given institution. Limited submissions typically include internal deadlines for pre-proposals. Please contact the cognizant office in the opportunity memo of interest with any questions.

Q: What internal forms are required for submitting proposals?

All full proposals to non-federal funders require the Division Approval Form (DAF) and the Minimum Overhead Review & Approval (MORA) Form.

Q: What is Caltech's indirect cost policy?

The policy document on Fiscal Year 2020 F&A Rate and Other Rates may be found [here](#). In general, the minimum overhead on non-federal funds is 20% of total costs for awards of less than \$350K per year and increases depending on annual gross funding up to 30% of total costs for awards of \$500K or more per year.

Q: What if the funding agency does not permit overhead/indirect costs in budgets or permits them at a rate lower or higher than what Caltech requires?

In general, Caltech requires that the maximum permitted overhead be requested from the funding agency. If the funder permits less than what Caltech requires, the PI must pre-identify the source(s) that will be used to fulfill the minimum overhead requirement that cannot be collected from the sponsor. Please see the MORA form and instructions for further details.

Q: Who is eligible to submit proposals?

Per chapter 7 section 18 of the Caltech Faculty Handbook, "Faculty members of professorial rank and senior research faculty, under conditions described in Chapter 4, may serve as principal investigators on sponsored research projects. Members of the Beckman Institute, members of the professional staff, or, on rare occasions, other faculty or staff members or postdoctoral scholars, may serve as principal investigators under special circumstances with the approval of their Division Chair and the Vice Provost." Please consult the Faculty Handbook, the PI Eligibility Memo, or your Division Office for more details.

Q: For Postdoctoral Fellowships, what are the tax implications?

The U.S. federal government and state governments collect taxes on U.S. income, which includes fellowships. Taxes are automatically and regularly deducted from your paycheck. In January or February each year, Caltech provides every employee with an itemized statement of taxable income for the prior calendar year (i.e. W2, 1099, 1042S or 592B). Individuals use that statement to prepare and file both Federal and State taxes. Typically, the deadline for filing tax returns is April 15. For more information regarding taxes please consult the Postdoctoral Scholars Office or Caltech Human Resources.

Q: Who can help me prepare proposal submissions?

Please review the specific details on the opportunity memo of interest. In general, the Office of Foundation Relations is available to assist investigators in preparing proposal submissions to private foundations. This includes assistance in crafting, framing, and editing the narrative, reviewing the budget and budget justification, and liaising with the funding agency if there are detailed questions. The Office of Technology Transfer and Corporate Partnerships is available to assist with proposals to corporations.

Other Questions

Q: What about foundations or corporations that do not release calls for proposals?

For questions about foundations and foundation grantmaking please review the Office of Foundation Relations website, or contact the office. For corporations, please review the Office of Technology Transfer and Corporate Partnerships website or contact the office.

Q: What if a foundation or corporation invites me to submit a proposal?

Congratulations! For foundations, please contact the Office of Foundation Relations and for corporations, please contact the Office of Technology Transfer and Corporate Partnerships. We are here to assist with proposal submissions, including those invited by the funder. All Caltech policies and procedures for RFP opportunities are also applicable in the case of invited proposals.

Q: I've noticed a foundation or corporation has released a public call for proposals, but it is not featured on this website. What should I do?

Please let us know so that we may include it on this site. We are also here to assist with the proposal submission process as would be helpful. Proposal submission is dictated by funder guidelines and Caltech policies and procedures.

Q: How does the Office of Foundation Relations (OFR) interface with the Office of Sponsored Research (OSR)? Is OFR a part of Caltech's Research Administration unit?

OFR is a unit of Advancement and Alumni Relations, but works closely with OSR on administration of grants from private funders. More information on Advancement and Caltech's Break Through Campaign may be found [here](#).

SUBSCRIPTION SETUP AND MANAGEMENT

The Funding Opportunities website offers a custom subscription feature enabling users to receive newly posted funding opportunities tailored to their interests directly to their caltech.edu inbox.

Creating Subscription Parameters

Custom Subscriptions can be created via the Search page or through the My Subscriptions page.

To create a subscription via the Search page, follow the steps below to set keyword and/or filter parameters.

To create a subscription via the My Subscriptions page, click [Create New Subscription](#) and follow directions as outlined below for the Search Page.

Using Filters and Keyword Search to set subscription parameters:

Filters: A number of pre-defined filters can be used to narrow search results. Click on the filter name or arrow to expand the filter category and make your filter selections.

Use filters to broadly define opportunities of interest. For example, if you are interested in opportunities in the biological or biomedical sciences then select “Biology and Biological Engineering” as the Discipline.

Interdisciplinary and multidisciplinary opportunities will be tagged with all relevant divisions (e.g., a medical device funding opportunity will appear in both the Biology and Biological Engineering and Engineering and Applied Science Disciplines; a drug development opportunity will appear in both the Biology and Biological Engineering and Chemistry and Chemical Engineering Disciplines). However, you may select multiple disciplines in any given search/subscription to ensure you receive the full breadth of opportunities.

When categories within a specific filter header are selected (e.g., EAS and PMA within Discipline), the filter acts as an “OR” function and will yield results that apply to either EAS or PMA.

Between the filter headers, (e.g., Discipline and Who’s Eligible), the filters act as an “AND” function and will yield results that apply to BOTH the selected filters.

▼ **Discipline**

- Biology and Biological Engineering
- Chemistry and Chemical Engineering
- Community Outreach
- Curriculum Design and Development
- Engineering and Applied Science
- Geological and Planetary Sciences
- Humanities and Social Sciences
- Physics, Mathematics, and Astronomy

▼ **Who's Eligible** ?

- Grad Student
- Non-Professorial Faculty
- Postdoc
- Professorial Faculty
- Staff

▶ **Eligibility Restrictions**

▶ **Institutionally Limited** ?

Quick Tip: Filters will automatically update the table. When deselecting a filter, please allow a moment for the table to refresh before selecting a new filter.

Keyword Search: Use Keyword Search to more narrowly define opportunities focused on a specific topic (e.g., “cancer”). These may be coupled with filters (e.g., “Who’s Eligible”) to refine search results. The keyword feature searches the **title**, **description**, and **research areas of interest** fields of the opportunity memos.

Keyword Search: ?

If you are looking for opportunities focused on specific themes (e.g., “climate” or “quantum”) you may use the keyword search either on its own, or in combination with filters to narrow results. The keyword search does not employ boolean operators (e.g., AND, OR, or NOT). However, it does accept partial words (e.g., “chem” will yield results with either “chemical” or “chemistry” in one of the searchable fields; likewise, “neuro” will yield results with “neurodegenerative”, “neuroscience”, “neurobiology, etc.). Exact short phrases (e.g., “theoretical physics” or “computer science”) may also be entered.

When used in conjunction with the filters, Keyword Search applies an “AND” operation and will yield only those results where both the keyword and filters apply.

Quick Tip: If you are looking for opportunities from a specific funding agency, use the [Agency Name](#) filter.

Once a keyword has been entered, click [Search Opportunities](#) to update the table.

When your desired keyword and/or filters have been selected, click [Subscribe to this Search](#).

Quick Tip: To subscribe to all opportunities, ensure no filters or keywords are active (click [Clear All](#)) and click [Subscribe to this Search](#).

Confirming Subscription Details

After clicking [Subscribe to this Search](#) you will be asked to enter your subscription preferences, including:

Subscription Name: enter a descriptive name for your subscription

Subscription Type: select what kind of subscription email you receive

Weekly Digest: Sends a weekly email (on Thursdays) with basic information and links to full details for all opportunities matching the subscription parameters that were posted in the past 7 days.

Individual: Sends individual emails with full opportunity details for each new posting matching the subscription parameters.

Email Address: will be pre-populated with the email address associated with your access.caltech account. You may update to an alias associated with your account or, if you are a delegate, enter the email address of your delegator. Only @caltech.edu addresses may be used in this system.

Quick Tip: If you are signing up a group email for a subscription, please identify the owner of the group prior to sending the confirmation email. The owner will need to confirm the subscription on behalf of the group. Each group subscription can have up to one owner and one delegate – these are the only two individuals who will be able to alter the subscription on behalf of the group.

When complete, click [Confirm](#), and the subscription will be activated, unless created by a delegate (see below).

Delegate-created Subscriptions

Delegate-created subscriptions are those that are created by a delegate (e.g., a grant manager) for their delegator (e.g., a faculty member). When a delegate creates a subscription by entering their delegator’s email in the email address field and clicking [Confirm](#) the delegator will receive an email with the confirmation link. The delegate’s name and subscription name will also be included in the email for reference.

If the delegate has not previously been approved, clicking the confirmation link will first direct the user to a page to approve or deny the delegate.

Clicking **Yes** will allow this delegate to make, edit, and delete this and future subscriptions on behalf of you, the delegator.

Clicking **No** will prevent this delegate from editing or deleting this subscription. You, the delegator, will still have the opportunity to modify, accept, or decline the current subscription. Denied delegates can still make new subscriptions for the delegator but will need to be approved or denied in each instance.

Delegate Authorization Page

imss-ads-staff@caltech.edu has created subscription "Theoretical Physics - Professorial" on your behalf. Is imss-ads-staff@caltech.edu an authorized delegate for this subscription?

Yes imss-ads-staff@caltech.edu is authorized to create and modify this subscription on your behalf.

No imss-ads-staff@caltech.edu is prohibited from creating or modifying this subscription on your behalf. You will still have an opportunity to review the current subscription regardless of whether you permit imss-ads-staff@caltech.edu to serve as a delegate.

[Return to Subscriptions](#)

Denied delegates can still make new subscriptions for the delegator but will need to be approved or denied in each instance.

Managing Subscriptions

Subscriptions can be managed via the My Subscriptions page.

This page features a table of all subscriptions the user owns.

As Owner			
Name	Filters	Confirmation	Delegate
ALL Individual Opportunities	<i>All Opportunities</i>	09/18/2019	-
All Digest	<i>All Opportunities</i>	10/11/2019	-
Postdoc Opportunities	<i>Eligibility Group:</i> Postdoc	Pending	-
Professorial Faculty - BBE	<i>Discipline:</i> Biology and Biological Engineering <i>Eligibility Group:</i> Professorial Faculty	11/15/2019	Admin, FR Funding

Clicking on the subscription name allows the owner to view subscription details and make edits.

Name	Filters	Confirmation	Delegate
ALL Individual Opportunities	<i>All Opportunities</i>	09/18/2019	-

Clicking **Pending** in the confirmation column allows the owner to confirm the subscription via the My Subscriptions page. If the subscription was created by an unapproved delegate, the owner will first be asked to approve or deny the delegate prior to confirming the subscription.

Postdoc Opportunities	<i>Eligibility Group:</i> Postdoc	Pending	-
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Clicking on the delegate name in the Delegate column allows the owner to remove the delegate's access to the subscription (i.e., remove the ability to view, modify, or delete the subscription).

Professorial Faculty - BBE	<i>Discipline:</i> Biology and Biological Engineering <i>Eligibility Group:</i> Professorial Faculty	11/15/2019	Admin, FR Funding
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This page also features a table of all subscriptions for which the user is an approved delegate.

As Delegate			
Name	Filters	Confirmation	Delegator
CCE Professorial Faculty	<i>Discipline:</i> Chemistry and Chemical Engineering <i>Eligibility Group:</i> Professorial Faculty	08/08/2019	Khidekel, Nelly

Clicking on the subscription name allows the delegate to view and edit the subscription.

Subscription Details

Clicking on a subscription title from the My Subscriptions page will take you to the Subscription Details page where you can access several subscription management features:



Edit the Subscription:

- Change the subscription name
- Change subscription type
- Update email: emails can be updated to an owner's alias
- Edit filters and keyword

Subscription Details: Professorial Faculty - BBE

To modify the subscription, click the edit icon (pencil) below, make changes to any of the first three fields in the middle column and/or the filters on the right, then click Update Subscription to save your changes.

<p>Subscription name: <input type="text" value="Professorial Faculty - BBE"/></p> <p>Subscription type: <input type="text" value="Weekly Digest"/></p> <p>Email address: <input type="text" value="jlimbert@caltech.edu"/></p> <p>Created: Nov. 14, 2019, 3:56 p.m.</p> <p>Last Updated: Nov. 26, 2019, 9:51 a.m.</p> <p>Confirmation Date: Nov. 14, 2019, 4:23 p.m.</p> <p>Active Filters:</p> <p>Discipline</p> <ul style="list-style-type: none"> • Biology and Biological Engineering <p>Eligibility Group</p> <ul style="list-style-type: none"> • Professorial Faculty 	<p> </p> <p>Keyword Search: <input type="text"/></p> <p style="text-align: center;"><input type="button" value="Clear All"/></p> <p>Filters:</p> <p>▼ Discipline</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Biology and Biological Engineering <input type="checkbox"/> Chemistry and Chemical Engineering <input type="checkbox"/> Community Outreach <input type="checkbox"/> Curriculum Design and Development <input type="checkbox"/> Engineering and Applied Science <input type="checkbox"/> Geological and Planetary Sciences <input type="checkbox"/> Humanities and Social Sciences <input type="checkbox"/> Physics, Mathematics, and Astronomy <p>▼ Who's Eligible</p> <ul style="list-style-type: none"> <input type="checkbox"/> Grad Student <input type="checkbox"/> Non-Professorial Faculty <input type="checkbox"/> Postdoc <input checked="" type="checkbox"/> Professorial Faculty <input type="checkbox"/> Staff <p>▶ Eligibility Restrictions</p> <p>▶ Institutionally Limited</p> <p>▶ Funding Type</p>
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Click to save changes.



View the opportunities matching subscription parameters in the funding opportunities table.



Send a sample subscription email. Note: only applicable opportunities will be emailed – if no new opportunities have been posted, no email will be generated.



Delete the subscription (the user will be prompted to confirm deletion before this step is executed).