SOP for grants funding list

1) Enter the website for grants funding on:
http://grantscalendar.web.med.lu.se/

2) Log in with your LUCAT identity – enter your username and password.

SVENSKA

LUND UNIVERSITY

Please enter your userid without "@lu.se" at the end.

Username:

Password:

LOGIN

This is Lund University Central Authentication Service (CAS). For privacy and security reasons, you should always log out and close all browser windows when you are done accessing services that require authentication. If you use Apple Mac OS X, you must also shut down the entire browser, not just the windows. If you use a public computer, it is especially important that you close all browser windows before you leave your computer.

3) The page with grants funding will then appear with **no list of grants** and you need to make your first selection in order to display any grants.

LUND UNIVERSITY
Faculty of Medicine

Grants Funding

reset search   logout

❓ Click here for info/help with search   ☑ Select categories   ☰ Select type of funding   Search   🔍

PDF -> Link to pdf file, 📄 -> Require LOI, 🌐 -> External link

GRANTS	click on funder for more info	Search result (count):0
Deadline	Funder	Title	Other
	Nothing matches your search		

4) You can find your funding opportunities by selecting one of these three options.
  a) Start by selecting categories (choose within Medical and Health Sciences). We recommend that you initially select all in the category using the button **"Flip/Toggle all in this category"**.
  b) then select type of funding.

☑ Select categories	☷ Select type of funding	Search	🔍

5) When you have made your choices click on the button "close and show selected categories/types" or "Show selected categories and close this page" depending on which page you were on.

✖ Close and show selected types

✖ Show selected categories and close this page

6) The grant list will now display the grants available based on your selections (only 4 top options displayed below for simplicity).

GRANTS	click on funder for more info		Search result (count): 193
Deadline	**Funder**	**Title**	**Other**
2016-03-31	**Bayer**	Grants4Targets	🌐
2016-03-31	**Rolf Lufts Stiftelse för Diabetesforskning**	Rolf Luft award 2017	🌐
2016-03-31	**Sparbanken Färs&Frosta**	Funding	🌐
2016-03-31	**Stiftelsen Bengt Lundqvist Minne**	Postdoc or research visit - chemistry	🌐

The displayed funding list is shown in chronological order based on **Deadline for submission**, with the closest deadline at the top. Some grants have no fixed deadline and can be applied to at any time – In those cases we have entered recurrent deadlines during the year, approx. 2-4 times per year, and added additional information about this grant being open for application at any time.

7) **Funder** is primarily given in English throughout the list, however, some Funders names are given in Swedish. A short summary of the call text is shown when clicking the blue text for the funder, in this case Sparbanken Färs&Frosta.

2016-03-31	**Sparbanken Färs&Frosta**	Funding	🌐

The foundations have two tasks. On the one hand, they must of course act as owners, and on the other, they must be active within their operating area in promoting trade and industry, research, education, sports or culture.

In the column **Title** one can find either the title of the grant and/or the category of the funding opportunity - for instance "research grant".

The column **Other** to the right can display 3 different symbols:

a) The link to the funder/announcement text is provided via

-> External link

When possible, a direct link will be provided and when not possible a link to the founders website (or other) will be available.

b) When a link is not available a symbol for a pdf-file appear

-> Link to pdf file,

Click on the pdf-file symbol to open the pdf.

c) When a Letter of Intent (LOI) is required prior to submission of a full application, or when internal university procedures must be complied to, the symbol for LOI appears. The deadline for the LOI will precede the deadline for the actual submission deadline and is needed to be taken into account.

-> Require LOI

8) You can reset your search at any time by clicking on this text
reset search

9) When you are done please logout via
logout

10) Your latest search will be saved and used the next time when you log into the Grants Calendar using your LUCAT identity.