

HUNTER COLLEGE

OFFICE OF RESEARCH ADMINISTRATION

695 Park Avenue, Room E1424

New York, NY 10065

To: All Faculty and Staff

From: Robert J. Buckley

Date: September 24, 2007

Re: New On-line Access to Community of Science (COS)

In order to provide you with improved information on funding and expertise, the Research Foundation has purchased a license for the searchable grants database, Community of Science (COS). Through COS, researchers now have an additional resource and powerful tool for locating and applying for funding opportunities from numerous public and private sponsoring agencies and organizations.

COS resources for faculty and staff include:

- **COS Funding Opportunities:** Online access to more than 24,000 currently available funding opportunities offered by 11,000 public and private sponsors on a global basis
- **COS Funding Alert:** A service that delivers targeted information from COS Funding Opportunities to individual researchers whose profiles are maintained in the COS database

HOW TO GET STARTED

- **To begin using COS you must set-up a profile. To set-up a profile, do the following:**
 1. Go to <http://www.cos.com/rfcuny.shtml>
 2. Click on "New User?" (on upper left hand side of web page)
 3. Click the "Join" button.
 4. Complete pertinent information in blank fields.
(A screen shot of the webpage is on the reverse side of this memo)
 5. Click "Create my account."
- **To Set up Searches:**
 1. Click on "Add a Search."
 2. Create your search in the Funding Opportunities main search screen and click "Do the Search."
 3. If you are satisfied with your search results click "Save Search" at the top of the screen.
 4. You will then have the following options:
 - a. Choose a Name for Your Search
 - b. Option to receive funding alerts on this search.
COS Funding Alert will send weekly email alerts when records are updated in the database.
 5. Click "save this search."

For more assistance with searches please refer to:
<http://fundingopps.cos.com/docs/rules.shtml#general>

Please read all instructions before you begin. If you encounter any difficulty working with COS,Carolynn Julien, Associate Director of Research Administration, will be pleased to offer support. Please do not hesitate to contact Carolynn through e-mail at: cjulien@hunter.cuny.edu. We hope you will find COS of value and wish you much success in finding many new opportunities for your research.