Overview:

In Kuali Coeus you can access Grants.gov using the **Opportunity Search** to look up basic information about the opportunity as well as access links to more data on Grants.gov.

Notes:

<Insert Notes>

Procedure:

**Using the Grants.gov Opportunity Search**

1. From the home screen, select the **Create Proposal** link.

![Image of Creating a Proposal](image)

**Figure 1 – Creating a Proposal**
2. Complete the initial create proposal page and click **Save and Continue**.

![Initial Create Proposal Screen](image)

Figure 2 – Initial Create Proposal Screen

3. Navigate to the **S2S Opportunity Search** panel, located on the left hand navigation, under the **Basics** section.

4. Click the **Find an Opportunity** button to show the **Lookup** screen.

![S2S Opportunity Search Screen](image)

Figure 3 – S2S Opportunity Search Screen
5. Select [Grants.gov](#) as the **Search Domain**, and then enter any other search criteria.

6. Click **Search** to display results.

7. Click the **select** button to return the Opportunity.
8. Once an opportunity is linked, the **S2S Opportunity Search** panel will populate with information as seen in the example below.
Note: To remove the opportunity, select the **Remove Opportunity** button. To change the opportunity, select the **Change Opportunity** button.

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**Getting Help:**

For questions or problems using Kuali Coeus Proposal Review & Approval Quick Reference Card, email the Support Team at **kc-help@mit.edu** Include your **Name, Contact Information**, and the **Proposal and/or Opportunity ID Number**.