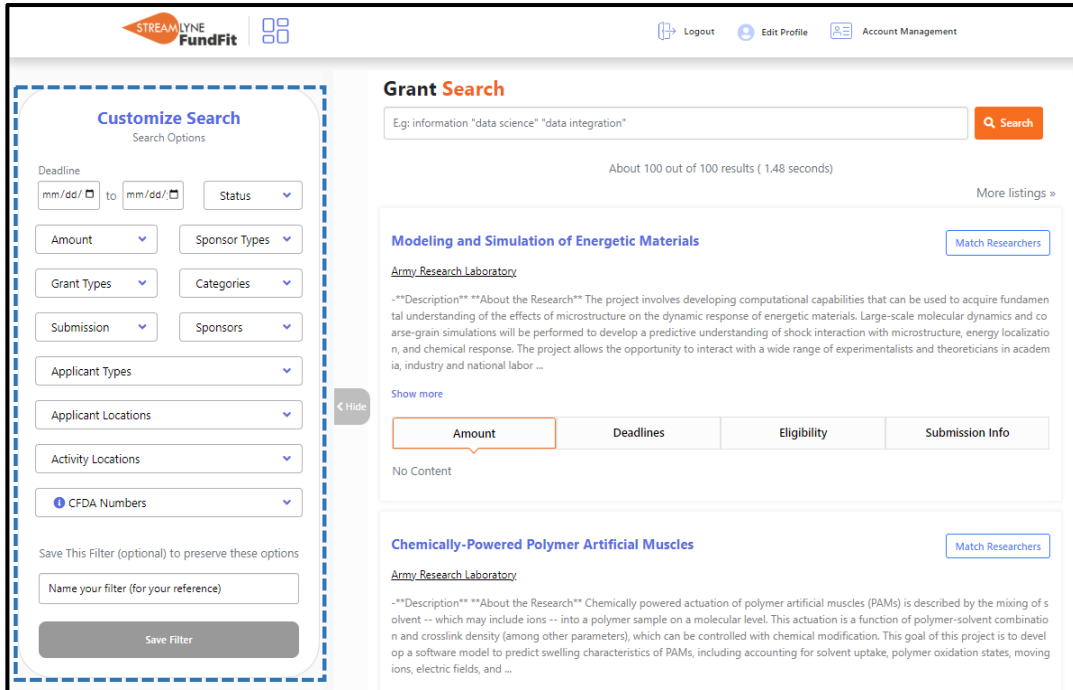# HOW TO CREATE A CUSTOM SEARCH ON FUNDFIT

FundFit allows you to save multiple customized search parameters to quickly filter funding opportunities to those most relevant to you. Here, we'll look at how to build these.

> The Customize Search sidebar will be on the left side of the page while on the funding opportunity search page.

Note: If you do not see this sidebar, it may be hidden. Click on the gray "Search Options" button to unhide it.
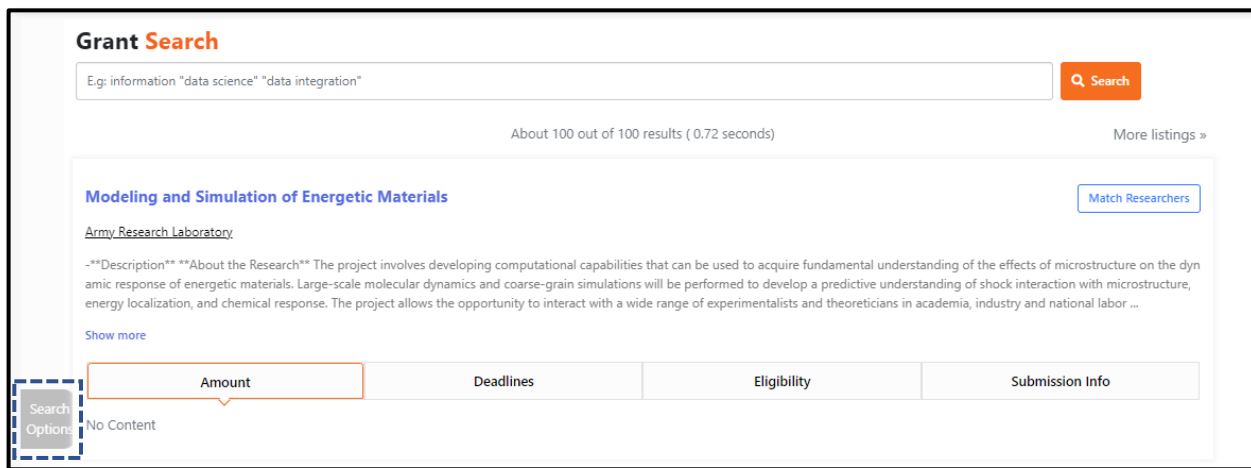
BUILDING YOUR SEARCH FILTER

The options here will filter any results from a search. Most fields include a number of checkboxes. If no boxes in a field are checked, your results will not be filtered by this parameter. For any boxes that are checked, your search results will only include opportunities that match the checked parameter(s).

For example, if you select "Federal/State" and "Foundation" under the Sponsor Type dropdown, your search will include opportunities with federal/state sponsors and opportunities with foundation sponsors, but you will not see any opportunities with corporate or international sponsors.

USING YOUR SEARCH FILTER

Once you have your parameters set, give your filter a name using the box at the bottom of the menu. Click the "Save Filter" button to save the filter.

After you have saved your filter, a new dropdown will appear at the top of the Customize Search sidebar. This will allow you to select any previously saved search filters. These filters can be used by themselves or in conjunction with the keyword search at the top of the page (right below the black and orange "Grant Search" text) to further narrow down your search results.