Searching for opportunities in Cayuse

1. Check to see if the opportunity has already been pulled down by searching by the FOA number in the search field
    a. Search for the opportunity on grants.gov to ensure you have the correct FOA number
    b. If the opportunity has not been pulled down, you will be prompted to download opportunities by Cayuse. The message to download opportunites will appear and the "Download Opportunities" button will flash

Enter opportunity number here

click here to download a new opportunity
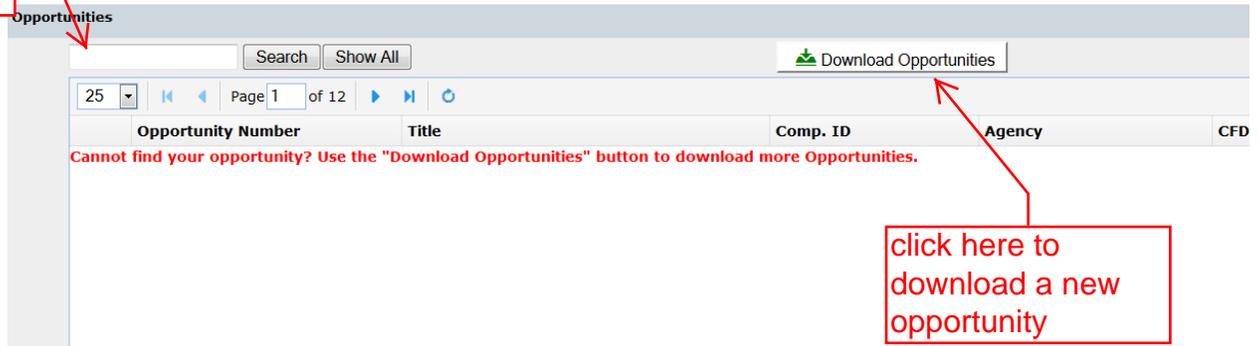
2. Once you click on the Download Opportunities button, a pop-up should appear for you to search, enter the FOA as it appears in grants.gov and click download opportunities
    a. If the pop-up does not appear, check to ensure you don't have pop-ups blocked
    b. Be sure to enter the Opportunity Number exactly as it appears in grants.gov

Ensure number matches grants.gov exactly
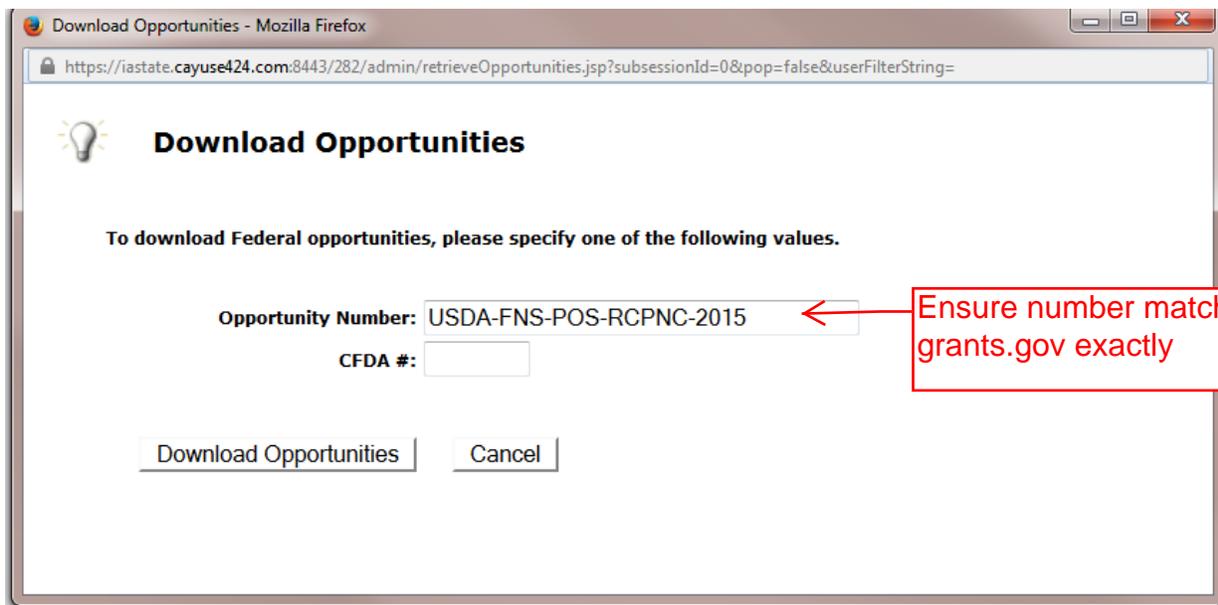
3. If you are not able to locate the opportunity, you can use the CFDA number as a last resort. Please avoid using CFDA as it can be associated with a large number of opportunities