

## SAGE Guide for Completing the FY 2022 Cultural Trust History Institutional and Financial Stabilization (IFS) Declaration of Intent to Apply (DOI)

Step 1 – Log into the System for Administering Grants Electronically (SAGE) website ([SAGE.NJ.gov](http://SAGE.NJ.gov))

Step 2 – Click the “View Opportunities” button.

### View Available Opportunities

You have 329 opportunities available.

Select the **View Opportunities** button below to see what is available to your organization.

[VIEW OPPORTUNITIES](#) 

### My Inbox

You have 33 new messages.

Select the **Open Inbox** button below to open your system message inbox.

[OPEN INBOX](#)

Step 3 – Filter Opportunities through “NJSAGE\_DOS”:

 [Back](#)

## Opportunities

To apply for an item listed below, select the **Apply Now** button below each description.

[RESET OPPORTUNITIES](#)

Provider:



Document Instance:

Due Date (From - To):

-

[FILTER](#) 

Step 4 – Scroll Down to “Cultural Trust IFS History DOI 2022” (options in alphabetical order) and click “Apply Now”:

(SCROLL TO NEXT PAGE)

**Cultural Trust IFS History DOI 2022**

Offered By:  
NJSAGE\_DOS

DOS DOI Availability Dates:  
01/01/2021-open ended

DOS DOI Period:  
07/21/2018-open ended

DOS DOI Due Date:  
02/19/2021

Description:  
Cultural Trust IFS History Declaration of Intent 2022

**APPLY NOW**

**NOT INTERESTED**

**Step 5 – On the Document Snapshot main page, scroll over Forms Menu to Access the “General Information” link.**

Men **Forms Menu** Status Changes Management Tools Related Documents and Messages

**Forms Menu**

Status	Page Name	Note
	Declaration of Intent Forms	
	<a href="#">General Information</a>	

Role Current

Authorized Official DOI in P

**DOCU**

Organiz

FEIN:

Charities Registration Number:

**Step 6 – On the General Information page, hit “SAVE” and some of the information should populate from your organization’s SAGE profile. You will need complete the remainder of the form.**

**(SCROLL TO NEXT PAGE)**

Legislative District:  \*

Congressional District:  \*

Email Address:

Website:

Name of Primary Contact:  \*  \*  \*

Phone:

Email:

Name of Mayor:  \*  \*  \*

FE/EIN number:

Is the applicant qualified by the NJ Cultural Trust? \*  Yes  Submitted - Awaiting Approval

Fiscal Year End:

Charities reg. #: \*

Project Type: \*

Financial Stabilization: Cash Reserve  Financial Stabilization   
Organizations must be Qualified by in order to be eligible.

Name of Board Chair:

Address 1

Address 2

City, State, ZIP

Phone

Email

Name of CEO:

Address 1

Address 2

City, State, ZIP  New Jersey

Phone

Email

**Budget Summary**

Total Project Costs:  \*

Total Grant Requested:  \*  
(Cannot be more than \$30,000)

a. Describe the primary challenge(s) confronting your organization's stability that this grant request will address.

\*  0 of 1500

b. Describe the proposed project and how it addresses your stability challenges (for publication purposes).

\*  0 of 1500

Step 7 – When the DOI is complete and all of the information saved, you will need to scroll over the Status Changes tab to formally submit. Click the “DOI Submitted” button.

(NOTE: The DOI will not be received unless this is done)

[Menu](#) [Forms Menu](#) **[Status Changes](#)** [Management Tools](#) [Related Documents and Messages](#)

[Back](#)

Document Information

[Details](#)

You are here: > [Cultu](#)

### GENERAL INFORMA

#### Instructions:

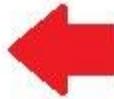
- Fields with an \* ne
- After entering all in
- All Calculations an
- To proceed to the r
- To return to the Ap
- Click [here](#) to view i

Status Changes

**Possible Statuses**

**DOI SUBMITTED**  
[APPLY STATUS](#)

**DOI CANCELLED**  
[APPLY STATUS](#)



es section at the bottom of the page  
Grants Application Handbook.

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