

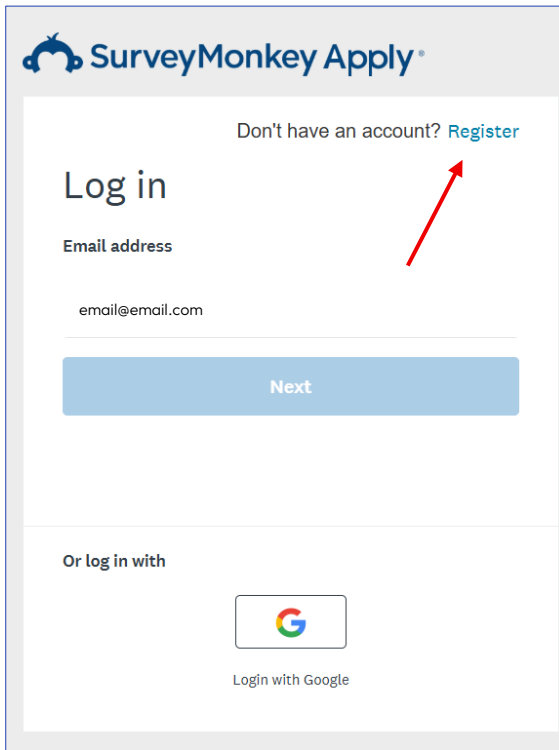
SurveyMonkey Apply (SMA) Instructions for Applicants

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How to Create a SurveyMonkey Apply (SMA) Account

1. Create an account by going to: <https://jewishfederationsna.smapply.us/acc//>
2. Click the “**Register**” link on the top
3. Fill in the information and click “**Create Account**”



SurveyMonkey Apply®

Don't have an account? [Register](#)


Log in

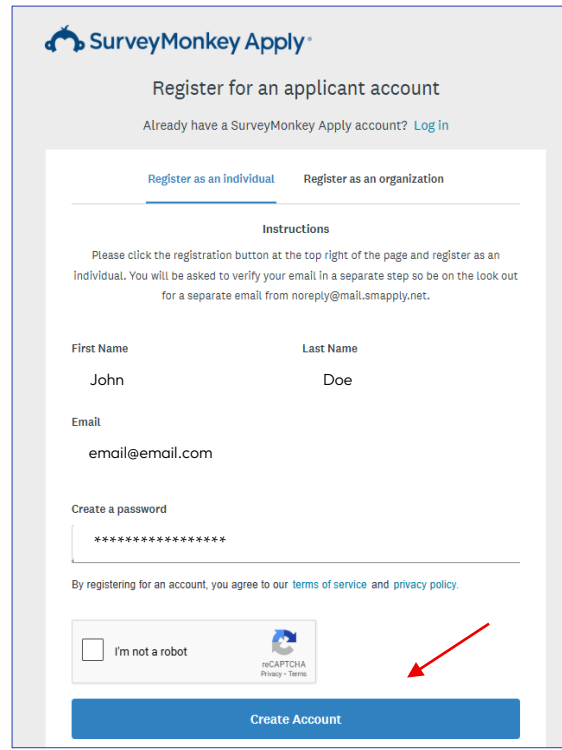
Email address

email@email.com

Next

Or log in with

 Login with Google



SurveyMonkey Apply®

Register for an applicant account

Already have a SurveyMonkey Apply account? [Log in](#)

[Register as an individual](#) [Register as an organization](#)

Instructions


Please click the registration button at the top right of the page and register as an individual. You will be asked to verify your email in a separate step so be on the look out for a separate email from noreply@mail.smapply.net.

First Name: John, Last Name: Doe

Email: email@email.com

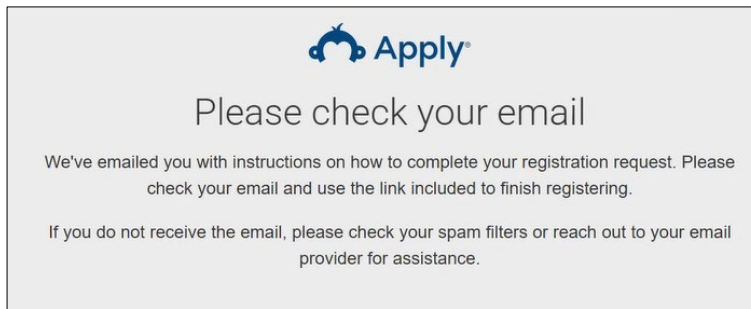
Create a password: *****

By registering for an account, you agree to our [terms of service](#) and [privacy policy](#).

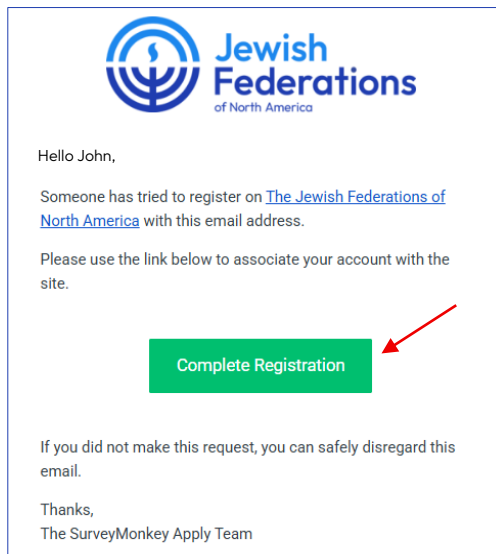
I'm not a robot 

Create Account

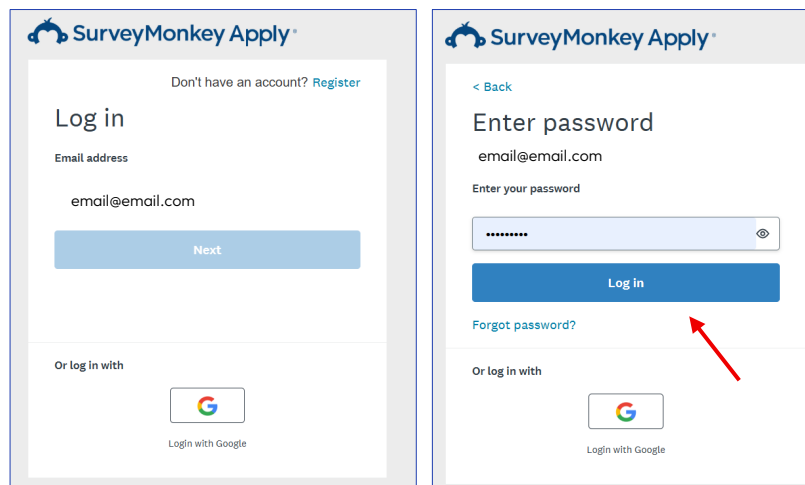
2. A screen will appear saying to check your email.



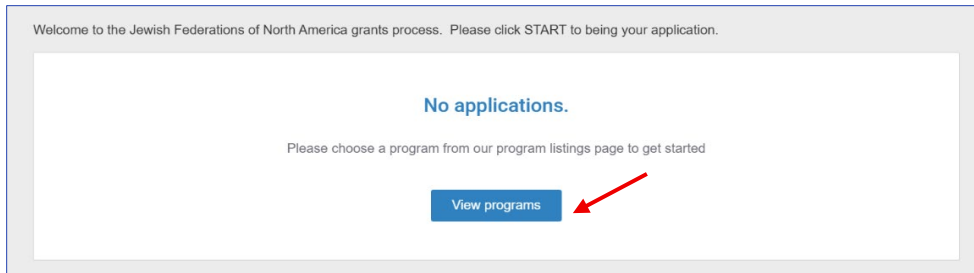
3. Please check your email that you registered with. The email subject line will be “**Your Registration Request**” and come from noreply@mail.sma.net.
4. Click on the “**Complete Registration**” button.



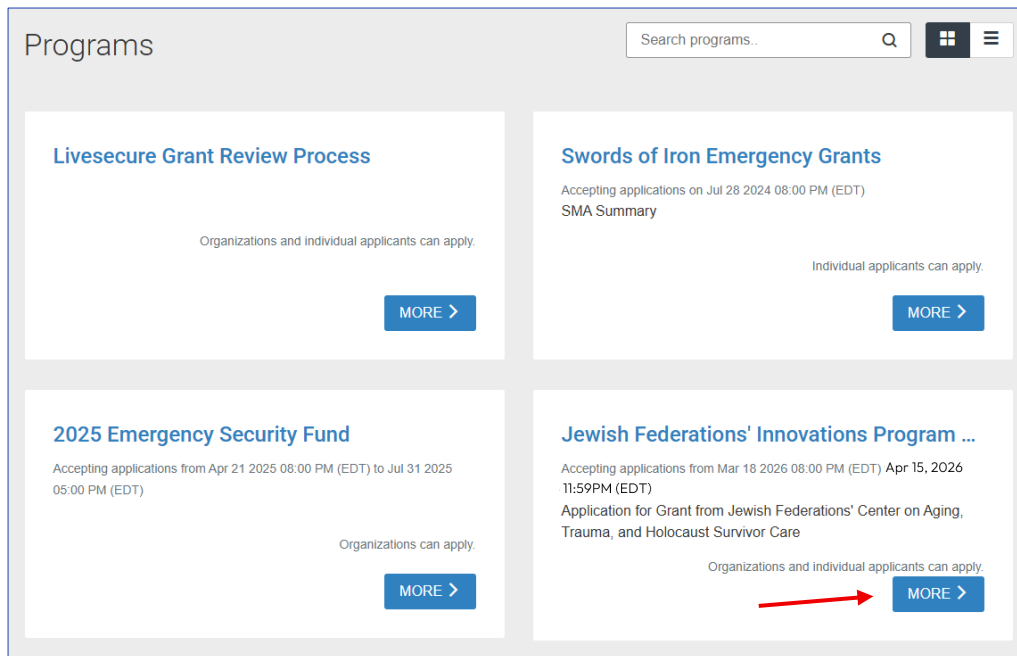
5. You will be directed to the website and log in page. Log in to your account with your username and password and click “**Log in.**”



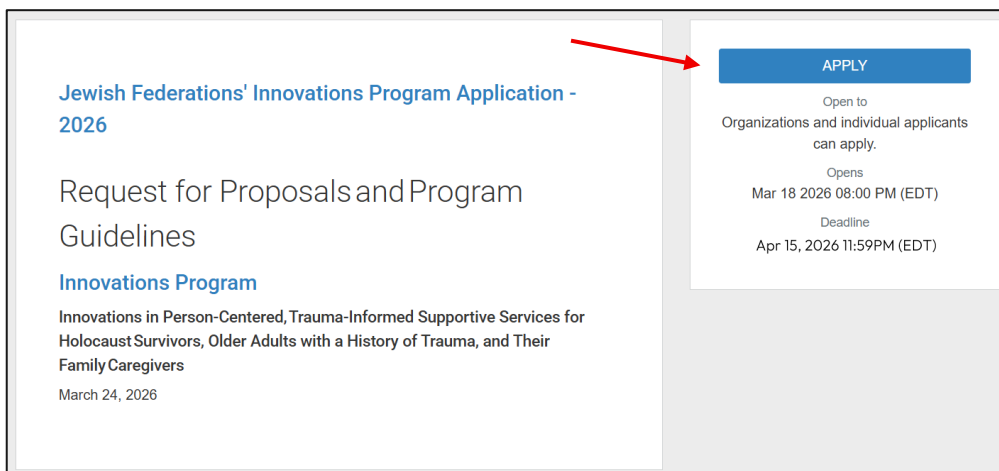
6. After you log in, you will see the page below. Click on **“View Programs.”**



7. Click on **“More”** under the program **“Jewish Federations Innovations Program.”**



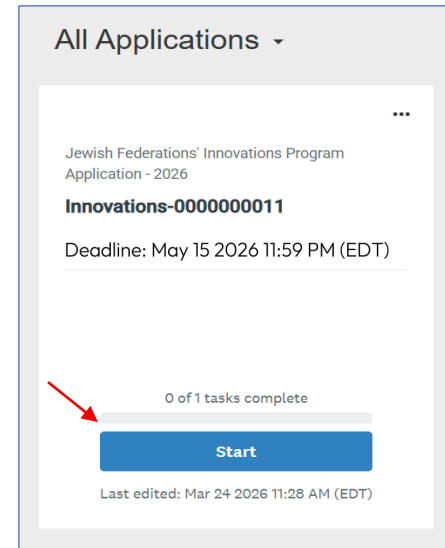
8. Once you click **“More,”** it will show you the **“Jewish Federations’ Innovations Program Application - 2026”** page. Click **“Apply”** to start your application.



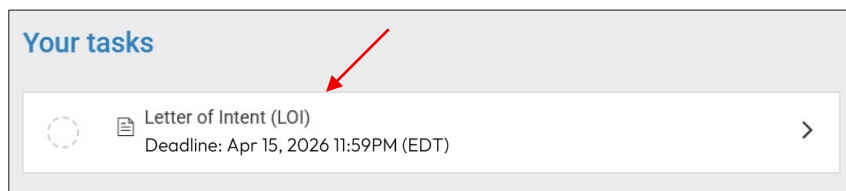
Logging in to your SMA Account and Filling out the Letter of Intent (LOI)

1. Go to the login page: <https://jewishfederationsna.smapply.us/acc//> and log in to your account.
2. It will take you to your applications page, for the **“Jewish Federations’ Innovations Program Application - 2026.”**

To start filling out your application, click **“Start.”**



3. This will take you to see “Your Tasks”. Under your tasks, you will see **“Letter of Intent (LOI),”** this is the first part of the application. Click anywhere on the box to get to the letter of intent form.

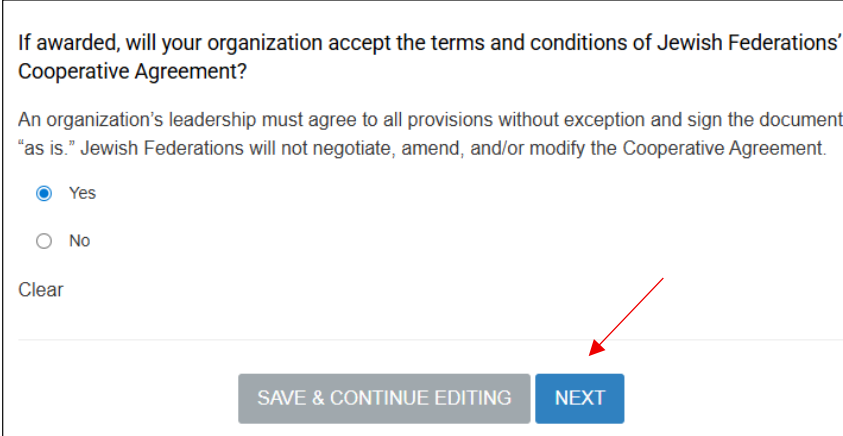


4. Fill out the form as instructed, making sure you confirm all the eligibility requirements.

SMA automatically saves any information you input, so you can leave this page at any time and come back and your information will still be there.

 A screenshot of the 'Letter of Intent form'. At the top, it says 'Letter of Intent (LOI)' and 'Deadline: Apr 15, 2026 11:59PM (EDT)'. Below that, it says 'Letter of Intent form' and 'Draft saved'. The form content includes: 'This is the Letter of Intent (LOI) for the Jewish Federations of North America's Center on Aging, Trauma, and Holocaust Survivor Care's Innovations Grant.' followed by a progress bar at 0%. Then 'Agency Information' and 'Full Legal Organization Name' with a text input field containing 'JFNA'. Finally, 'Organization City' with a text input field containing 'Washington'.

- When you have finished the last question, click **Next.**



If awarded, will your organization accept the terms and conditions of Jewish Federations' Cooperative Agreement?

An organization's leadership must agree to all provisions without exception and sign the document "as is." Jewish Federations will not negotiate, amend, and/or modify the Cooperative Agreement.

Yes

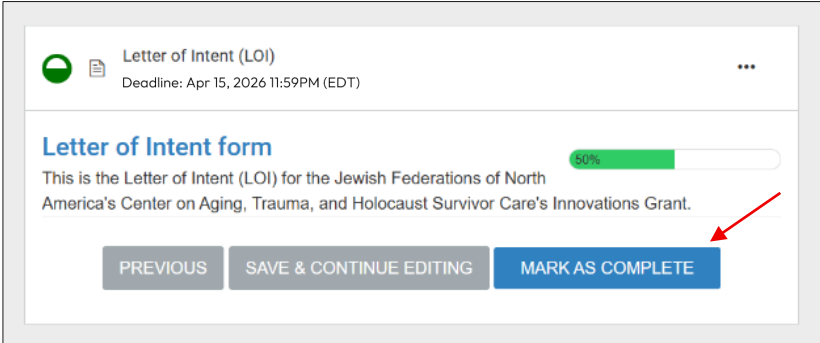
No

Clear

SAVE & CONTINUE EDITING NEXT

A red arrow points to the "NEXT" button.

- Once you click **Next,** you will see the screen below. You have the option to "Save & Continue Editing" or "Mark as Complete."
- To submit, click **Mark as Complete.**



Letter of Intent (LOI)
Deadline: Apr 15, 2026 11:59PM (EDT)

Letter of Intent form

50%

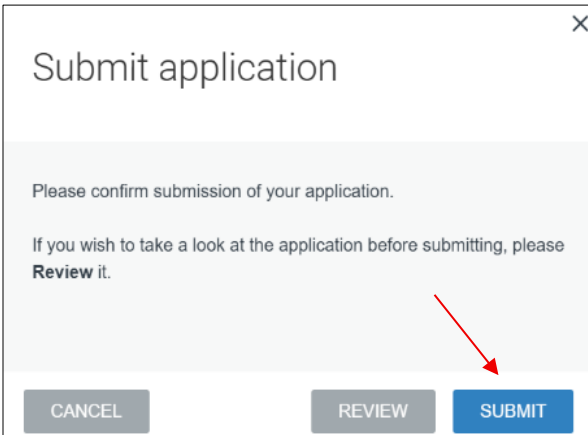
This is the Letter of Intent (LOI) for the Jewish Federations of North America's Center on Aging, Trauma, and Holocaust Survivor Care's Innovations Grant.

PREVIOUS SAVE & CONTINUE EDITING MARK AS COMPLETE

A red arrow points to the "MARK AS COMPLETE" button.

(note: it is shown as 50% until you mark it as complete, then the task will be completed and shown at 100%)

- Before you submit your Letter of Intent (LOI), you get one more chance to review it. When you are ready to submit, click **Submit.**



Submit application

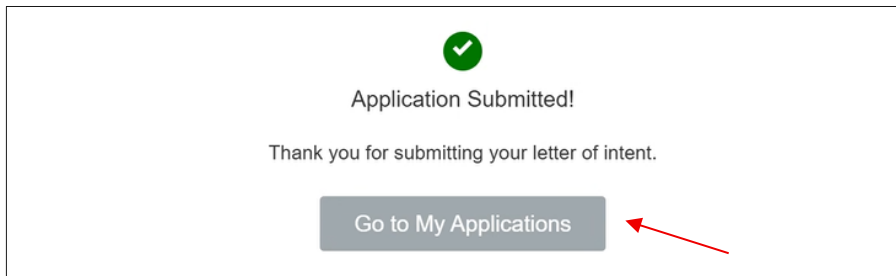
Please confirm submission of your application.

If you wish to take a look at the application before submitting, please **Review** it.

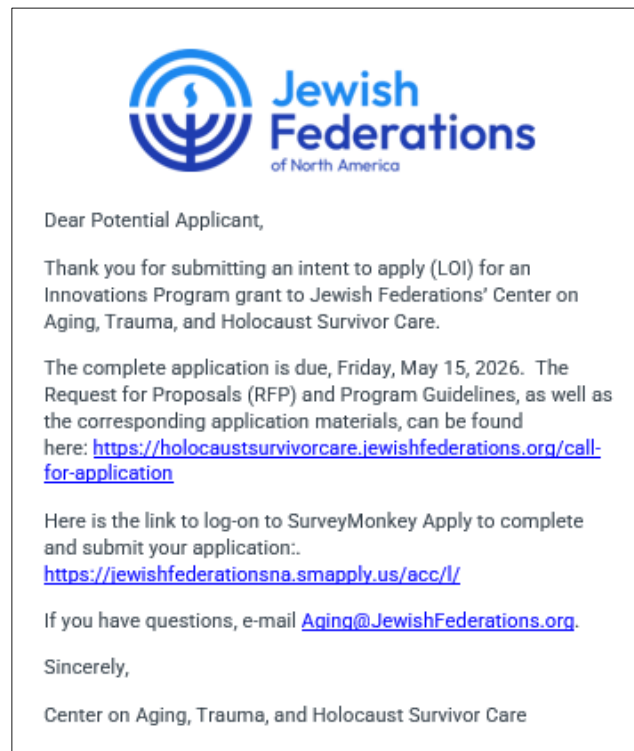
CANCEL REVIEW SUBMIT

A red arrow points to the "SUBMIT" button.

9. After you successfully submit your Letter of Intent (LOI), you will see the confirmation page below.

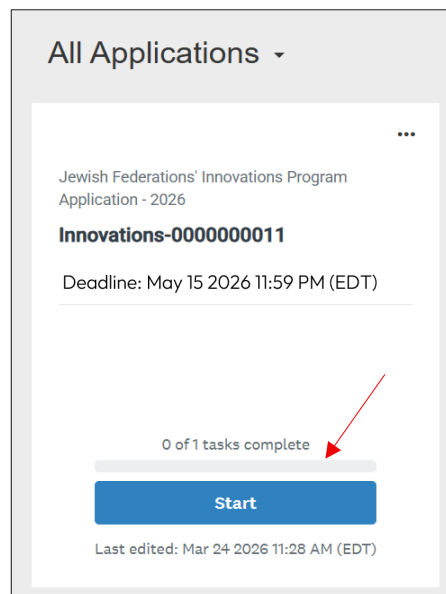


10. Click on “**Go to My Applications**” to start filling out your Stage 1 Application.
11. Once you successfully complete the Letter of Intent (LOI), you will receive the email below with the subject line, “Application for Jewish Federations Innovations Program Grant Due Friday, May 15.” Follow the link in the email (or click here: <https://jewishfederationsna.smapply.us/acc/l/>) to return to your application.

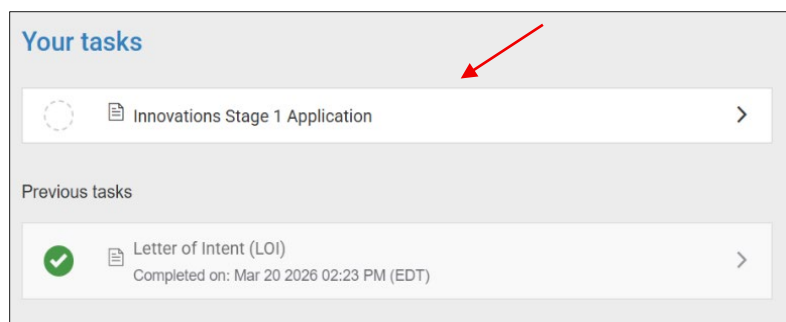


Filling out your Stage 1 Application

1. Go to the login page: <https://jewishfederationsna.smapply.us/acc//> and log in to your account.
2. It will take you to your applications page. Click **“Start”** under the **“Jewish Federations’ Innovations Program Application – 2026”**



3. Under **“Your Tasks”** you will see that the Innovations Stage 1 Application is available. Click anywhere on the **“Innovations Stage 1 Application”** to start your application.



4. This will take you to the application. All of the components of the application can be found in our **RFP and Program Guidelines** on our Call for Applications page here: <https://holocaustsurvivorcare.jewishfederations.org/call-for-application>, starting under section 5.2 of “Basic Information” and ending in section 5.7 of “Additional Documents to Upload.”

This includes the following sections:

1. Basic Information
2. Project Questionnaire
3. Organization Capacity and Grant Sustainability
4. Work Plan
5. Budget Application Workbook
6. Additional Documents

Application - Stage 1 ✓ Draft saved

This is the application for the Jewish Federations of North America's Center on Aging, Trauma, and Holocaust Survivor Care's Innovations grant.

[Basic Information](#)

[Organization Contact Information](#)


a. Full Legal Organization Name

b. Organization Address

5. Complete the application, including uploading the necessary supplemental documents.
6. You may need to complete the application in more than one sitting. SMA automatically saves all information.
7. You can close out the page at any time and when you log back in (<https://jewishfederationsna.smapply.us/acc//>) you will see your application on your home page.
8. Once you have completed the last question of the Stage 1 Application (uploading the SAM registration), click on **“Mark as Complete.”**

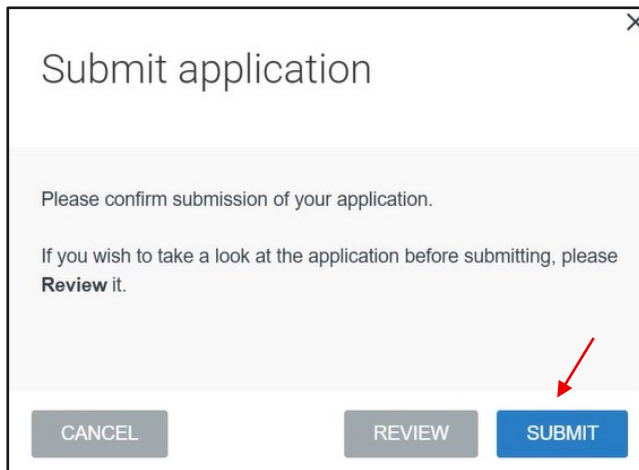
7. SAM registration confirmation or verification registration is in progress or the organization's UEI number

1. .xlsx ...

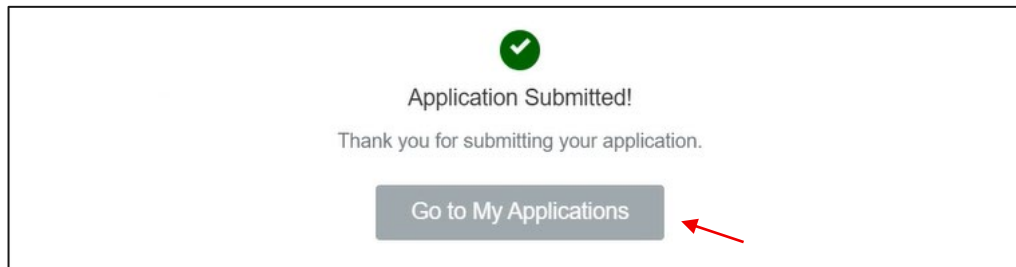


SAVE & CONTINUE EDITING
MARK AS COMPLETE

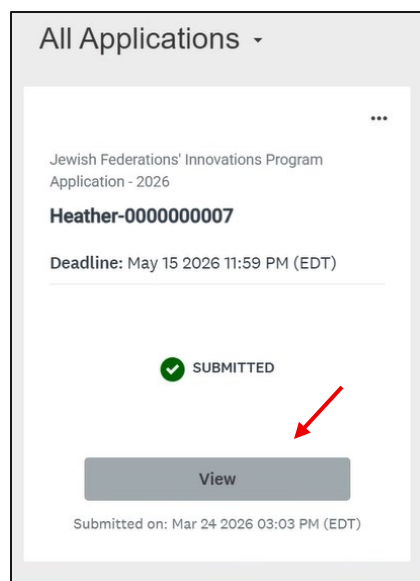
12. Before you submit your Stage 1 Application, you get one more chance to review it. When you are ready to submit, click **“Submit.”**



13. After you submit your Stage 1 Application, you will see the confirmation page below.



14. If you click the “Go to My Applications” button, it will show you that you submitted your application. To view your application, click the **“View”** button.



15. This page shows all of your applications (tasks) that you have completed. You will see that you completed both your **Innovations Stage 1 Application** and **Letter of Intent (LOI)**.

Jewish Federations' Innovations... [Preview](#)

Heather-0000000007

APPLICATION ACTIVITY

Your tasks

- Innovations Stage 1 Application
Cannot be modified

Previous tasks

- Letter of Intent (LOI)
Completed on: Mar 24 2026 02:44 PM (EDT)

16. You will receive an email from noreply@mail.smapply.net titled “**Jewish Federations Innovations Program Grant Application Update**” confirming your submission.

