



WISCONSIN
FFA FOUNDATION

2020-21 SAE Grants

How to Edit SAE Grant Application in Google Sheets

Note: This is not an online application process. Applications filled out in Google Sheets must still be printed and mailed to the Wisconsin FFA Foundation, per the instructions in the application.

How to edit SAE grant application via Google Sheets:

1. Open the view-only application form at this link:
<https://docs.google.com/spreadsheets/d/1Q9HPPfAA0e-Ls7z4bof8v9YIESDZ3cfaii96LQHeoxk/edit?usp=sharing>
2. Go to File -> Make a copy
3. Name your document and select where on your Google Drive you'd like it stored.
4. Complete all parts of the application using the instructions on the first sheet.

To print:

1. Go to File, choose "Print"
2. Under Print, select "Workbook"
3. Under Selection, deselect "Instructions" leaving 5 pages selected
4. Under Page Orientation, select "Portrait"
5. Under Scale, select "Fit to page"