

## **FACTS Grant/Aid – Instructions for Applicants**

- Go to: <https://online.factsmgt.com/aid>
- If completed an application in previous years (at any school)
  - Click **Sign In**
  - Begin application
  - +Add School/Organization
  - search for my institution: zip code 12866
  - Select **Saratoga Central Catholic**
- If registering for assistance for the first time (current or new families)
  - Click ‘Create an Account’
  - Follow instructions to create a user account
  - Begin application
  - +Add School/Organization
  - search for my institution: zip code 12866
  - Select **Saratoga Central Catholic**

### **FACTS Grant/Aid – Required documents**

- 2022 W2s
- 2021 or 2022 tax returns
- Supporting documentation of all on taxable income

\*Note, if a family does not file taxes, there is an option to indicate “DNF” on the application