

Establishing a CASA/ GAL Account on FirstGiving

Call Lucas VanGombos at (732) 268-7042 or email: lucas@firstgiving.com

Lucas will provide you with a link and promotion code, which will ensure you are receiving the special CASA rate of \$50 (annual fee), as well as the link to start the registration process.

Online Registration Process

Step 1: Click on the link provided by Lucas VanGombos.

Step 2: Type the official name of your organization or your EIN number. Once your organization comes up, click on it. (Please make sure it is the correct location, as some organizations have very similar names!)

Step 3: Enter your contact details.

Step 4: Choose your nonprofit webpage address (FirstGiving.com/**PreferredName**)

Step 5: Enter the promotion code provided to you by Lucas VanGombos.

Step 6: Enter your credit card information to pay the \$50 annual fee.

Step 7: The FirstGiving team will build your premium nonprofit page template, complete with *I Am for the Child* campaign branding. Your account login details will be emailed to the main contact person within one business day. Once you receive your login details, you will have full access to your account and can start adding local information about your program on your nonprofit page.

If you do not have a credit card available to register for the account online, Lucas VanGombos will provide special instructions.