Facebook Fundraising Toolkit
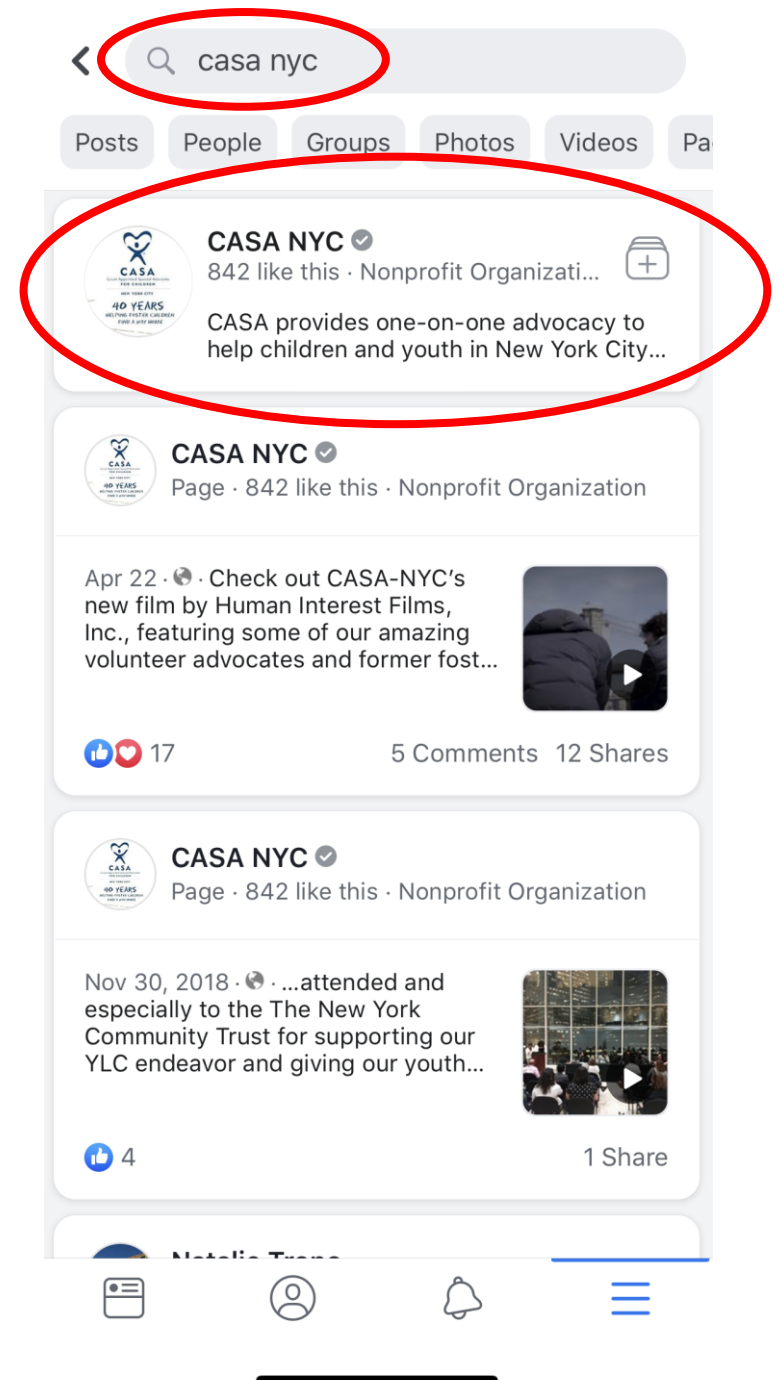
**Five steps to creating your fundraiser
in support of CASA-NYC
on the Facebook app**

CASA
Court Appointed Special Advocates
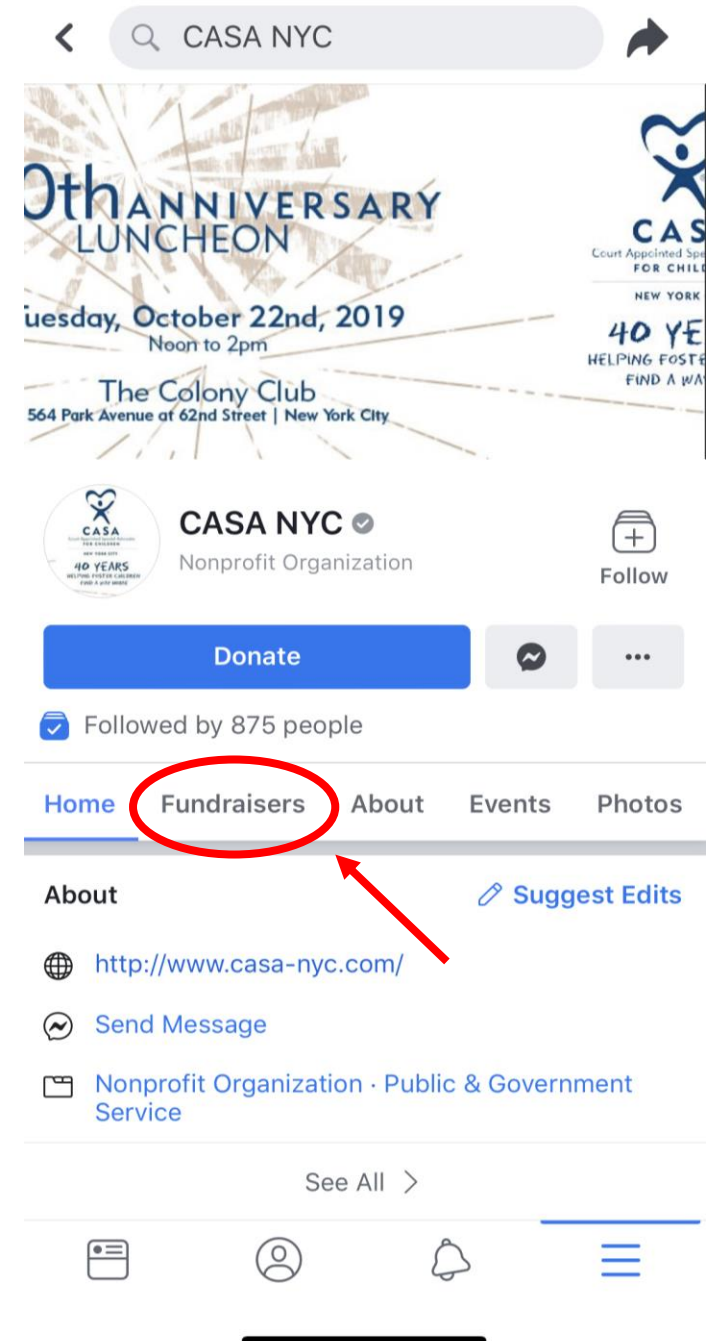### FOR CHILDREN

NEW YORK CITY

Step 1:

- Open the Facebook app on your mobile device and log into your account.

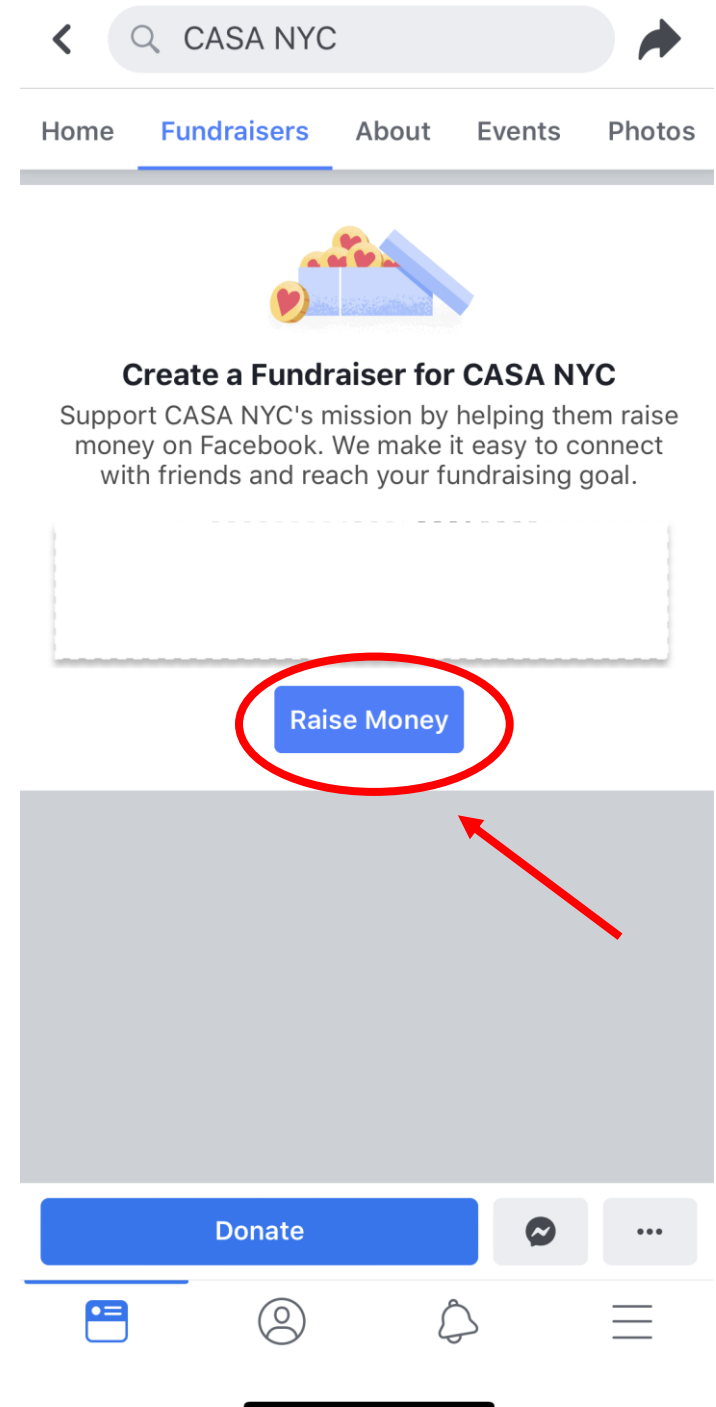- In the search bar type "CASA-NYC" and click on our organization. Our handle is CASA-NYC.

Step 2:

- On CASA-NYC's page, click on the "Fundraisers" tab.
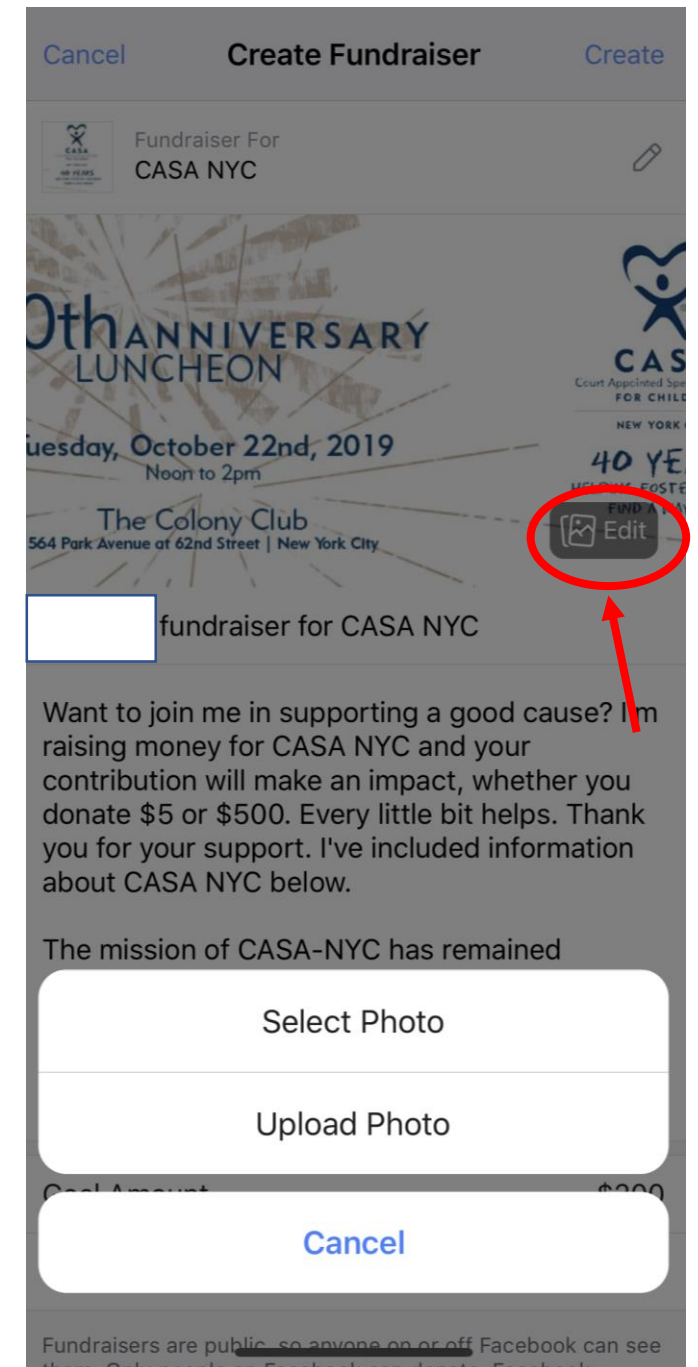
Step 3:

- You will be redirected to Facebook's donation page.

- Click "Raise Money" to begin editing your fundraiser.

Step 4:

- Click "Edit" to pick a cover photo for your fundraiser.

- A bar will pop up at the bottom of your screen.
  - If you'd like to choose a photo from your camera roll, choose "Upload Photo".
  - If you'd like to use a photo from CASA-NYC's albums, choose "Select Photo".

Step 5:

- Choose a title for your fundraiser.

- Let your friends know the reason for your fundraiser by clicking on the description and typing in your edits.

- Choose the amount you would like to raise by clicking on "Goal Amount."

- Choose your "Currency".

- Hit "Create" on the top right.

Your fundraiser is now live!