



MARYLAND VOLUNTEER

Google for Non-Profit Set-Up

FIRST STEPS

As a 501(c)(3), you can sign up for a Google for Non Profit account you'll need a few things:

1. A Google account, something like "myfiredept@gmail.com" -- you'll only use this likely short term until we set up your @YourDomain.com email and such later. You can also use a personal one worst case, but we don't recommend it. We recommend using a gmail address that you'll use for your organization that others can access should personnel and leadership change. If you don't Google account for your organization/department, visit <https://accounts.google.com/SignUp?hl=en> to create one.
2. Get your 501(c)(3) validated at TechSoup.org, a clearinghouse and resource for non-profits. Follow the directions here: https://support.google.com/nonprofits/answer/7348743?hl=en&ref_topic=3247647 -- you'll need to register with TechSoup and THEN retrieve your TechSoup validation token.

APPLY FOR THE GOOGLE FOR NON PROFIT PROGRAM

Once you've done the above, head over to the Google for Non-Profits landing page at <https://www.google.com/nonprofits/> and hit the "Start Now" button at the top right of the page.

- Login with your Google account and have your Techsoup validation token ready.
- Once you submit your application, you should receive an approval email or further information within a few business days

ONCE YOU ARE APPROVED

Once you're approved, you'll be able to create and manage your Google Ad Grant program, set up/manage your email, create your OneToday campaign, create custom YouTube features and more.