Instructions for registering for the CRT volunteer workshops

New volunteers:

- Visit the CHSP portal (www.chspportal.org) and click on the "Volunteers" tab.
- Fill out the "Register as a Volunteer" form on the right-hand side of the page.
- A CHSP staff member will approve you as a user and you will receive a welcome email. (This may not happen immediately.)
- Complete your volunteer profile and choose a workshop to attend.
- If this is your first time volunteering, make sure you select one of the workshops for new volunteers.

Returning volunteers:

- Login to the CHSP portal (www.chspportal.org)
- Contact E'jaaz Abdul-Musawwir if you need help remembering your username. Ejaaz.Abdul-Musawwir@talgov.com, 850-815-0882
- Update your contact information if needed.

Completing your profile and registering for a CRT workshop:

- Select "Yes" to the question, "Would You Like to Volunteer This Year?
- Choose the 26-27 Fiscal year in the "Funding Year" drop-down menu
- Then choose the workshop you would like to attend.
- Please also make sure the rest of your volunteer profile is complete. Add dates you are not available in May and June. Add any conflicts of interest you have with local nonprofit agencies.