

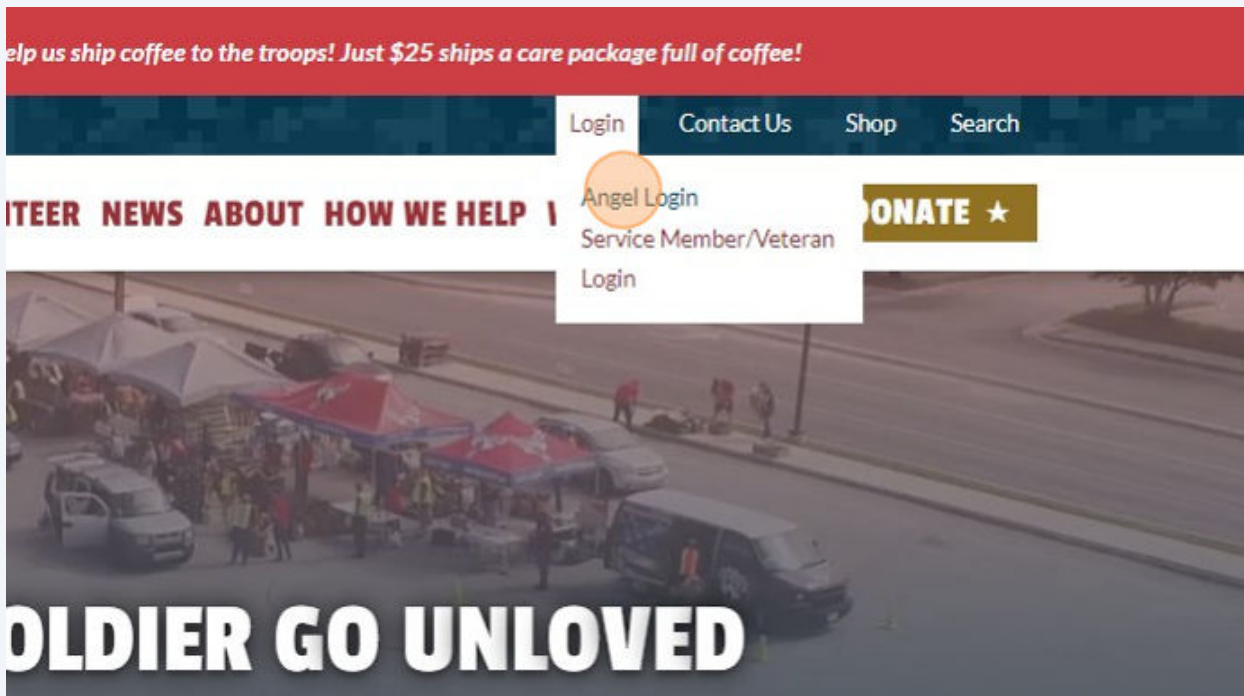
How to Volunteer to Donate Socks for the Warm Feet for Warriors Campaign

This guide provides step-by-step instructions on how to volunteer and donate socks to the Warm Feet for Warriors campaign through Soldiers' Angels. By following these steps, you can easily find and select the engagement you want to support, report your shipment, and complete your volunteering opportunity. The guide also includes tips and reminders to ensure a smooth process. Please reach out to inkind@soldiersangels.org with any questions.

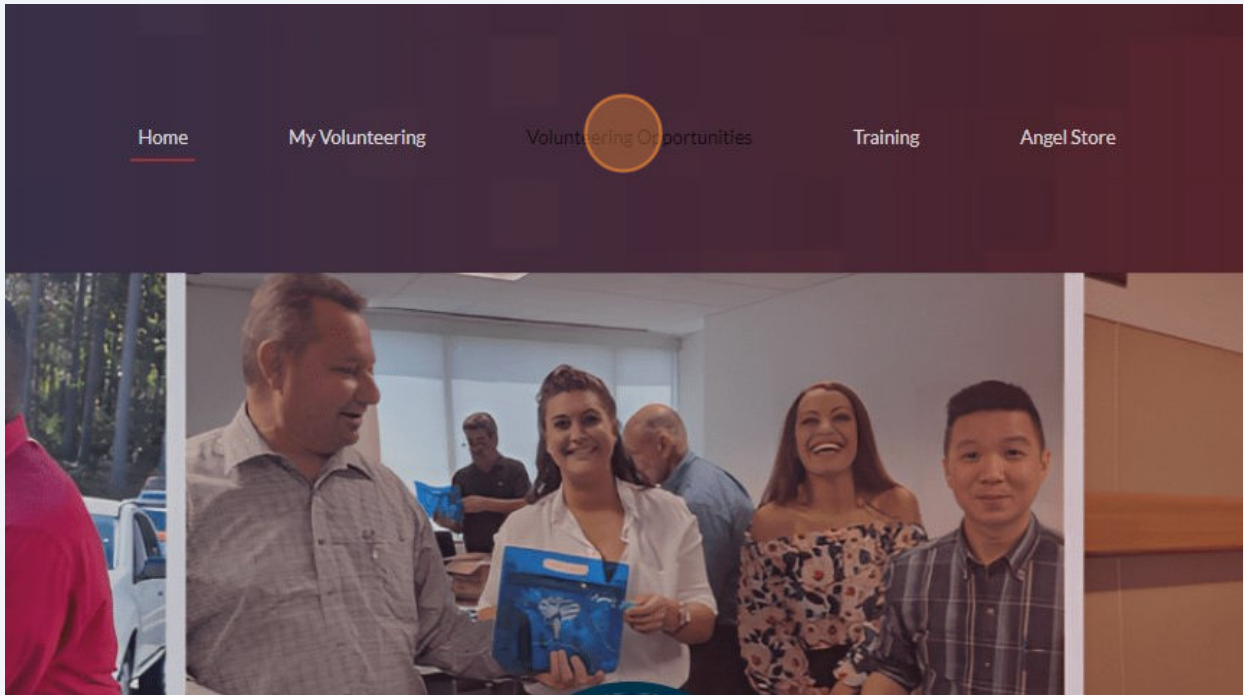
LOG IN TO CHOOSE YOUR WARM FEET FOR WARRIORS OPPORTUNITY

1 Navigate to <https://soldiersangels.org>.

2 Click "Login" and then "Angel Login"



3 In the top, purple navigation bar, click "Volunteering Opportunities."



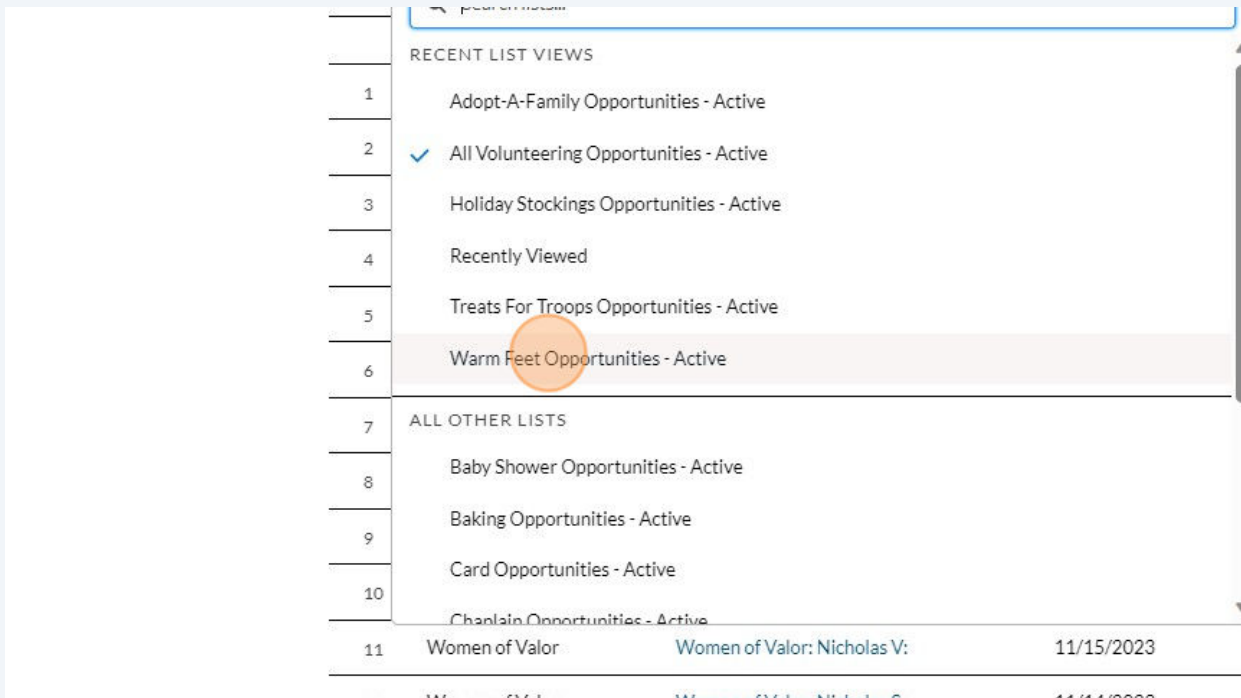
4 Click the small black arrow next to "All Volunteering Opportunities" to filter the selection for Warm Feet for Warriors opportunities.

A screenshot of the 'Volunteering Opportunities' page. The top navigation bar is dark purple with 'Volunteering Opportunities' underlined. On the left, there is a logo for 'Soldiers' Angels' featuring a silhouette of a person with wings. Below the navigation bar, the page title is 'Program Engagements All Volunteering Opportunities - Active' with a dropdown arrow. Below the title, there is a filter summary: '50+ items • Sorted by Program Engagement Name • Filtered by All program engagements - I'm Eligible to Volunteer, Stage • Updated a few seconds ago'. A table with four columns is displayed: 'Program', 'Program Engagement Name', 'Approval Date', 'Mail Stop D...', and 'Gender'. The table contains four rows of data for 'Women of Valor' opportunities.

	Program	Program Engagement Name	Approval Date	Mail Stop D...	Gender
1	Women of Valor	Women of Valor: Vincent C:	11/6/2023		Female
2	Women of Valor	Women of Valor: Victor F:	11/6/2023		Male
3	Women of Valor	Women of Valor: Timothy M	11/14/2023		Male
4	Women of Valor	Women of Valor: Thomas P	11/14/2023		Male

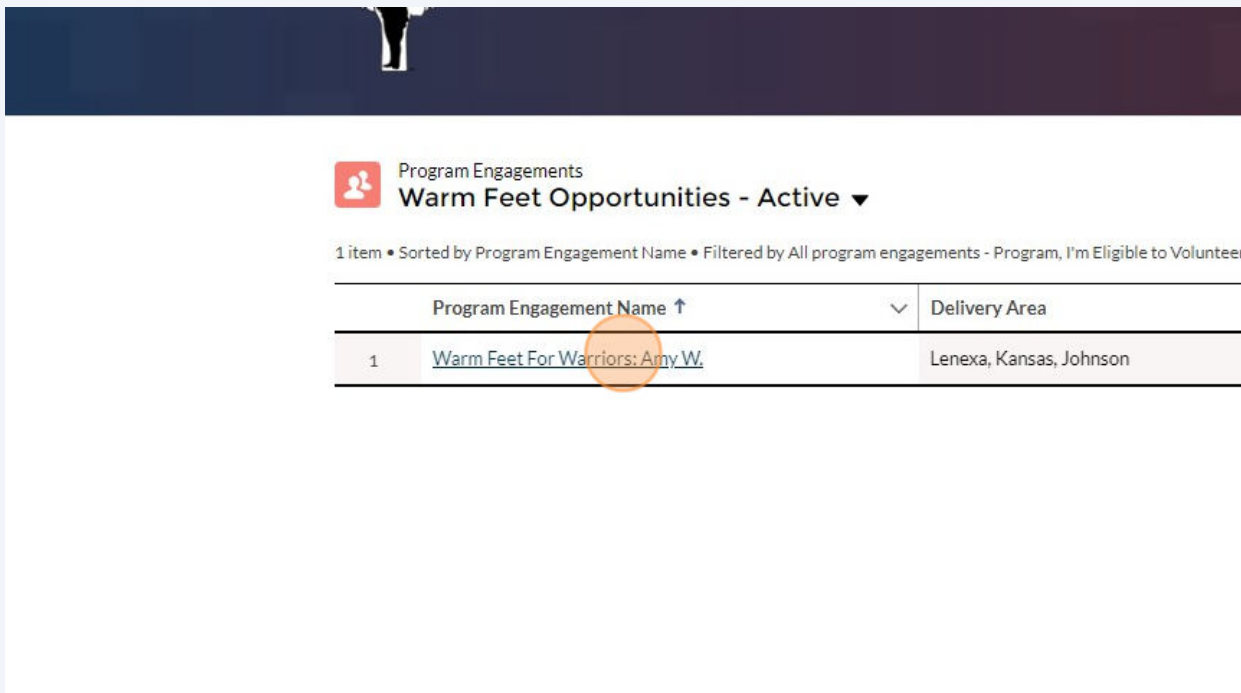
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When you find it, click "Warm Feet Opportunities - Active" to show all active Warm Feet for Warriors opportunities.



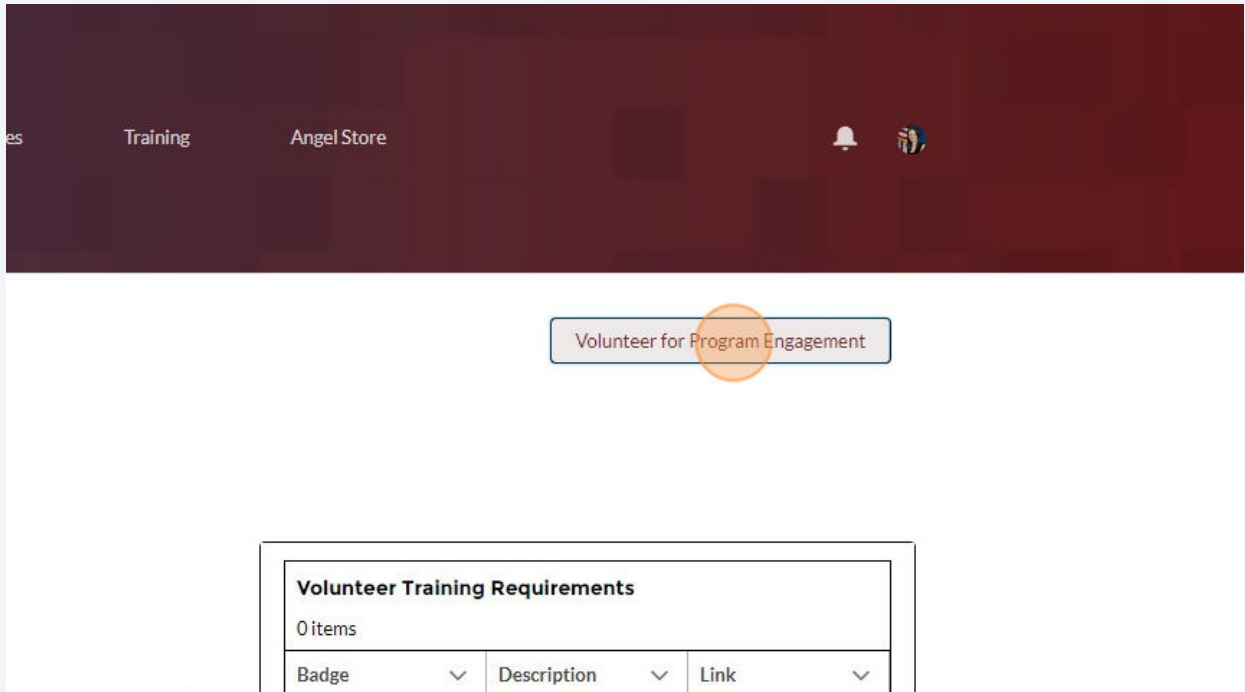
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From the list of opportunities, click the name of the engagement you want to look at. Once you open it, you'll be able to see how many socks they still need in order to fulfill their request.



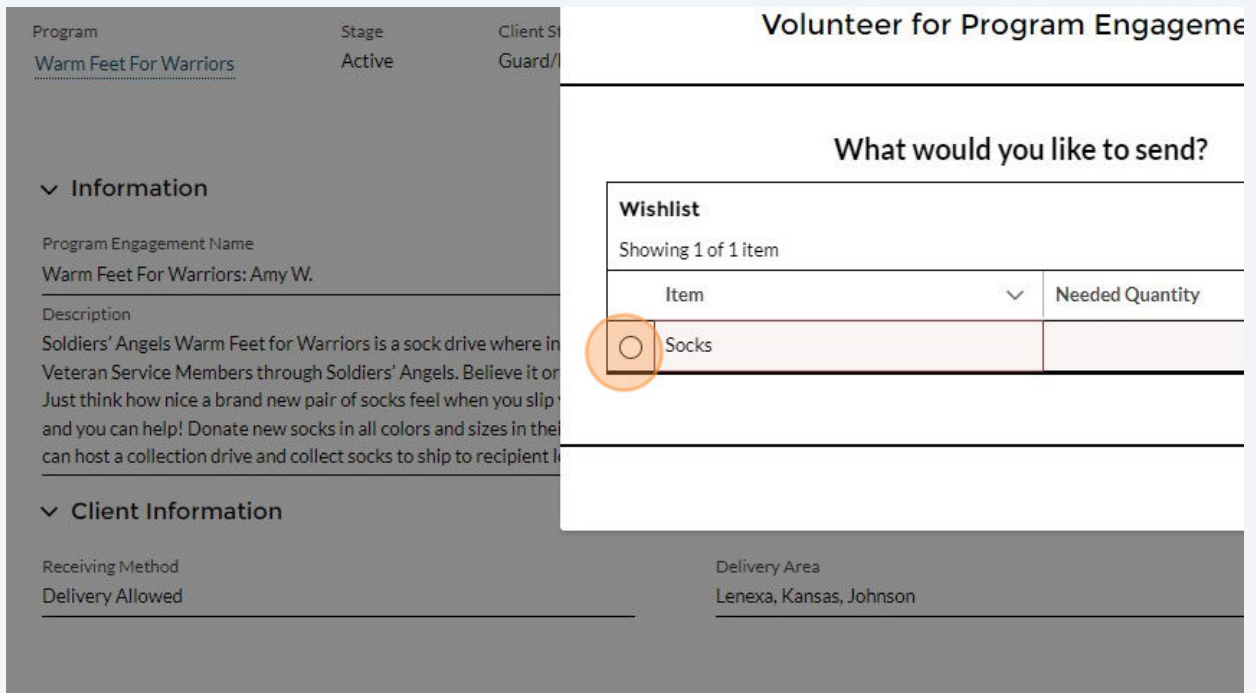
7

If you decide that this is the engagement you would like to support, click "Volunteer for Program Engagement."



8

Click the circle next to the word "Socks" Indicating that you would like to send socks to this location.



9

Click this text field to add the number of pairs of socks you plan to send.

feet For Warriors Active Guard/

formation

m Engagement Name
Feet For Warriors: Amy W.

ption
s' Angels Warm Feet for Warriors is a sock drive where in
n Service Members through Soldiers' Angels. Believe it or
ink how nice a brand new pair of socks feel when you slip
u can help! Donate new socks in all colors and sizes in the
st a collection drive and collect socks to ship to recipient l

ient Information

ng Method
ry Allowed

Lenexa, Kansas, Johnson

What would you like to send?

Wishlist
Showing 1 of 1 item • 1 item selected

Item	Needed Quantity
<input checked="" type="radio"/> Socks	

* How many of this item do you plan on sending?



Tip! The number of items is recorded in PAIRS of socks, not single socks.

10 Click "No" that you do not want to add another item, and then click "Next"

The screenshot shows a form with a dropdown menu for 'Item Selected' and a 'Needed Quantity' dropdown set to '500'. Below this is a question: 'Would you like to add another item?' with radio buttons for 'Yes' and 'No'. The 'No' option is selected. A red 'Next' button is highlighted with a red circle. In the background, a table titled 'Wishlists (1)' is visible, containing one item: 'Socks' with a quantity of '500'. A 'View All' link is at the bottom right of the table.

Wishlist Item	Needed Quantity
Socks	500

11 Click "Finish" and the engagement is now assigned to you in your volunteering!

The screenshot shows a form with a heading 'Volunteer for Program Engagement' and a message: 'Registered as a Volunteer for this Engagement!'. Below the message is a paragraph: 'Be sure to review and update your record once you have finished volunteering support using the My Volunteering tab and finding the record!'. A red 'Finish' button is highlighted with a red circle. In the background, a table titled 'Wishlists (1)' is visible, containing one item: 'Socks' with a quantity of '500'. A 'View All' link is at the bottom right of the table.

Wishlist Item	Needed Quantity
Socks	500



Tip! You are NOT DONE YET! Please come back to report your shipment after your collection is complete and your socks have been shipped.

REPORTING YOUR SHIPMENT



Alert! AFTER YOU SEND YOUR SOCKS TO THE LOCATION YOU CHOSE, YOU WILL NEED TO REPORT YOUR SHIPMENT BY FOLLOWING THE INSTRUCTIONS BELOW. This is a mandatory step and much be completed by the end of the campaign and no later than April 1st.

12

Log into your account and click "My Volunteering"

The screenshot shows a website dashboard with a dark blue header. The navigation tabs are: Home, My Volunteering (highlighted with a brown circle), Volunteering Opportunities, and Training. Below the header, the main content area is white. It starts with the text "Program Engagement" and "Warm Feet For Warriors: Amy W.". Below this is a table with the following data:

	Stage	Client Status	Start Date	End Date
et For Warriors	Active	Guard/Reserves	1/25/2024	

Below the table, there is a section titled "Information" with two fields: "Engagement Name" with the value "et For Warriors: Amy W." and "Program" with the value [Warm Feet For Warriors](#).

13 Click the line for the socks that you previously pledged.

Active Volunteering Report General Volunteering

Service Deliveries
My Active Volunteering ▼

1 item • Sorted by Service Delivery Name • Filtered by All service deliveries - Status, I'm Volunteer • Updated a few second

	Service Delivery Name ↑	Program Engagement
1	Socks (25 for Amy Woodbur)	Warm Feet For Warriors: Amy W.



Tip! The standard value we use for socks is \$2.00 per pair. Feel free to use that value, or if you purchased socks, you may use the actual amount that you spent. **DON'T FORGET TO ADD YOUR SHIPPING COSTS!**

14 Click the small pencil to edit each mandatory field:

Date Supported: The date you shipped your socks

Hours Volunteered: The number of hours you spent on the entire project



Quantity Pledged: Prefilled with the number you previously entered

Status: Change to "Complete" when you are ready to complete the engagement

Total Cost of Support: The value of the socks PLUS the cost of shipping. If you do not know the value of the socks, please use \$2.00 per pair.

Quantity Sent: The ACTUAL quantity of socks you shipped to this location

Notes: Please add tracking information here, if you have it. It will help us tremendously!

	Close Date
Kansas 66219,	
	Status Assigned
	Total Cost of Support 
	Quantity Sent 0



Tip! Adding tracking information will help Soldiers' Angels assist the location in finding their socks! Though it is not mandatory, it is a HUGE help!

