

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

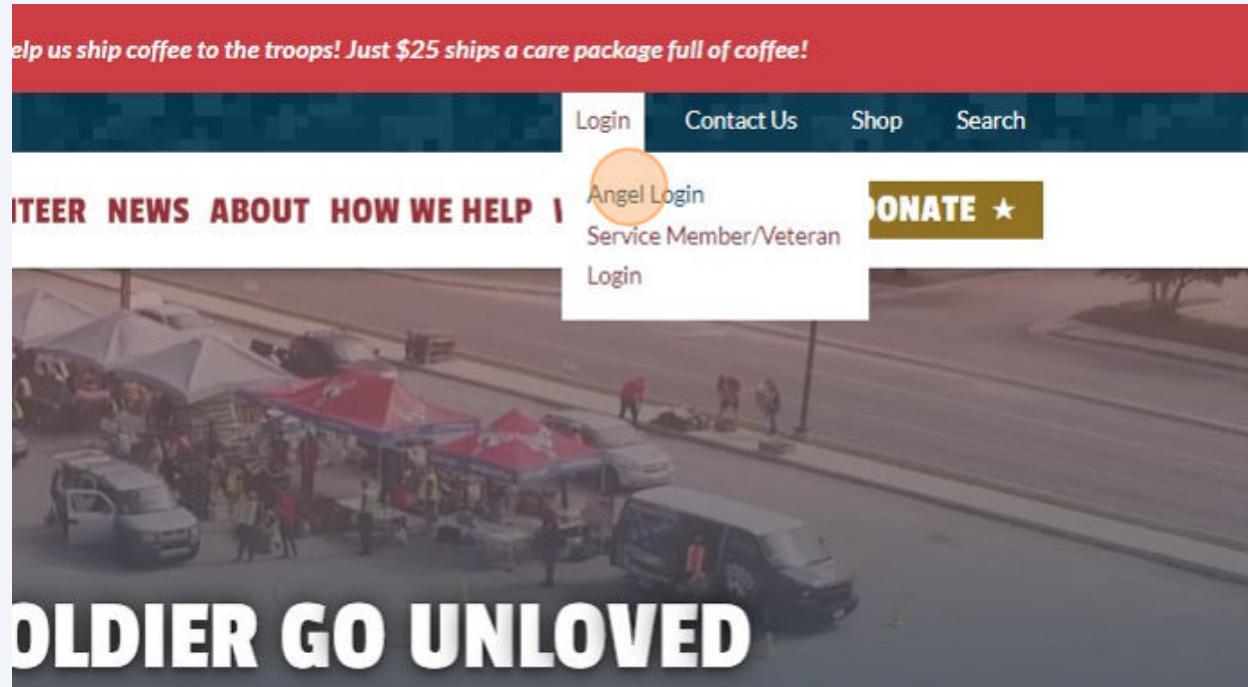
Scribe 

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.

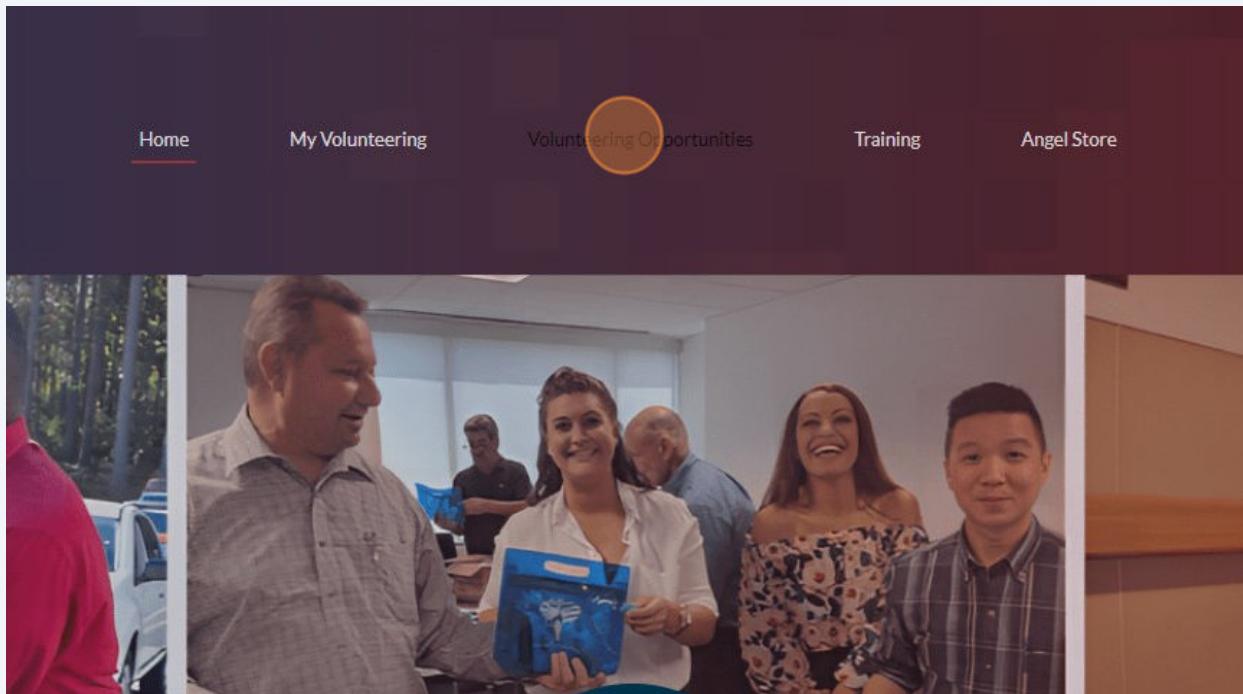
LOG IN TO CHOOSE YOUR WARM FEET FOR WARRIORS OPPORTUNITY

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

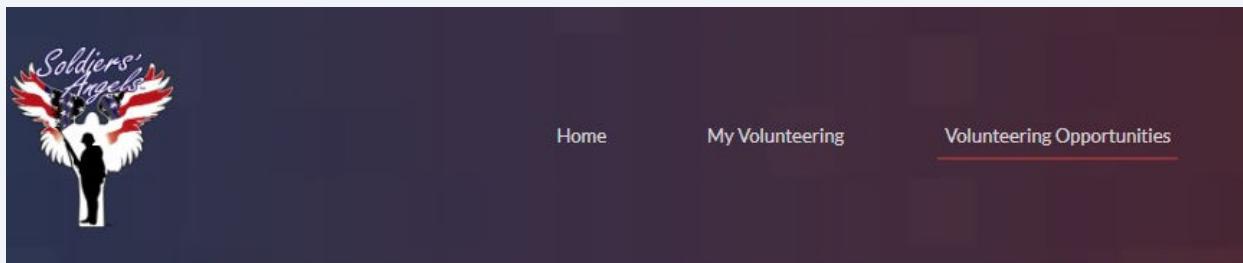
- 2 Click "Login" and then "Angel Login"



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

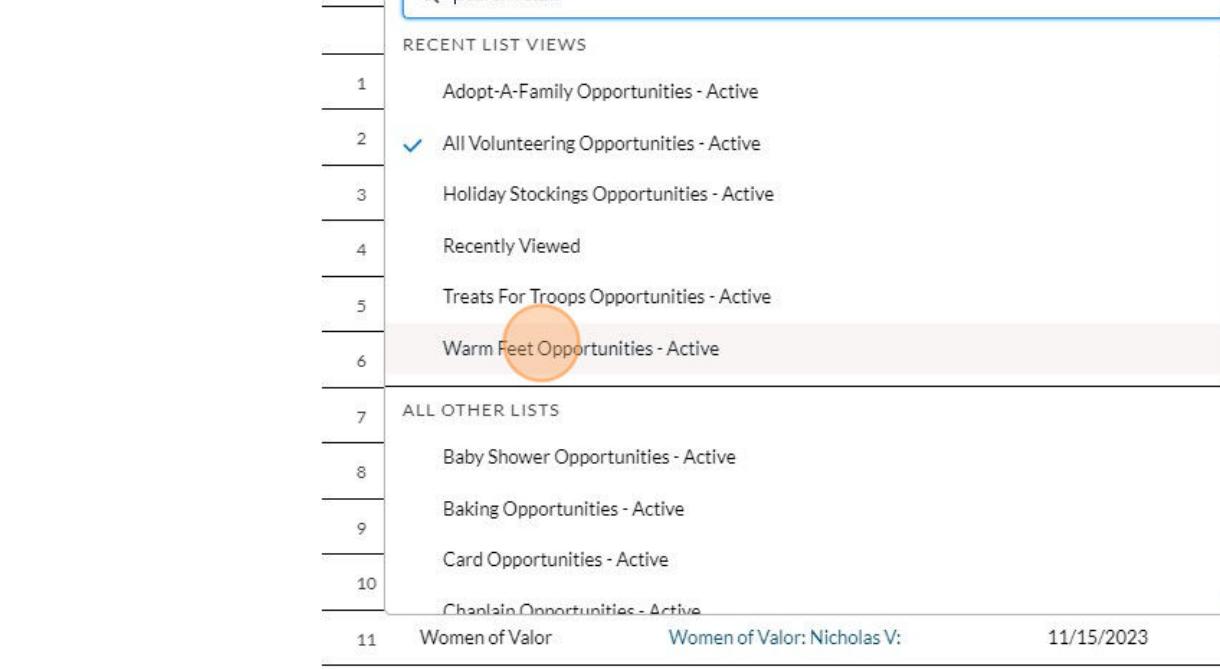


4 Click the small black arrow next to "All Volunteering Opportunities" to filter the selection for Warm Feet for Warriors opportunities.



	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

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



RECENT LIST VIEWS

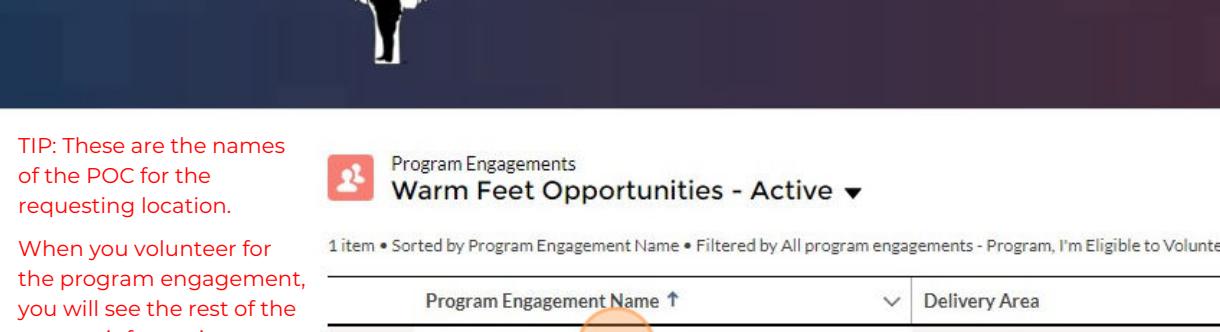
- 1 Adopt-A-Family Opportunities - Active
- 2 All Volunteering Opportunities - Active
- 3 Holiday Stockings Opportunities - Active
- 4 Recently Viewed
- 5 Treats For Troops Opportunities - Active
- 6 Warm Feet Opportunities - Active

ALL OTHER LISTS

- 7 Baby Shower Opportunities - Active
- 8 Baking Opportunities - Active
- 9 Card Opportunities - Active
- 10 Chaplain Opportunities - Active

11 Women of Valor Women of Valor: Nicholas V: 11/15/2023

6 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.



TIP: These are the names of the POC for the requesting location.

When you volunteer for the program engagement, you will see the rest of the contact information.

Program Engagements

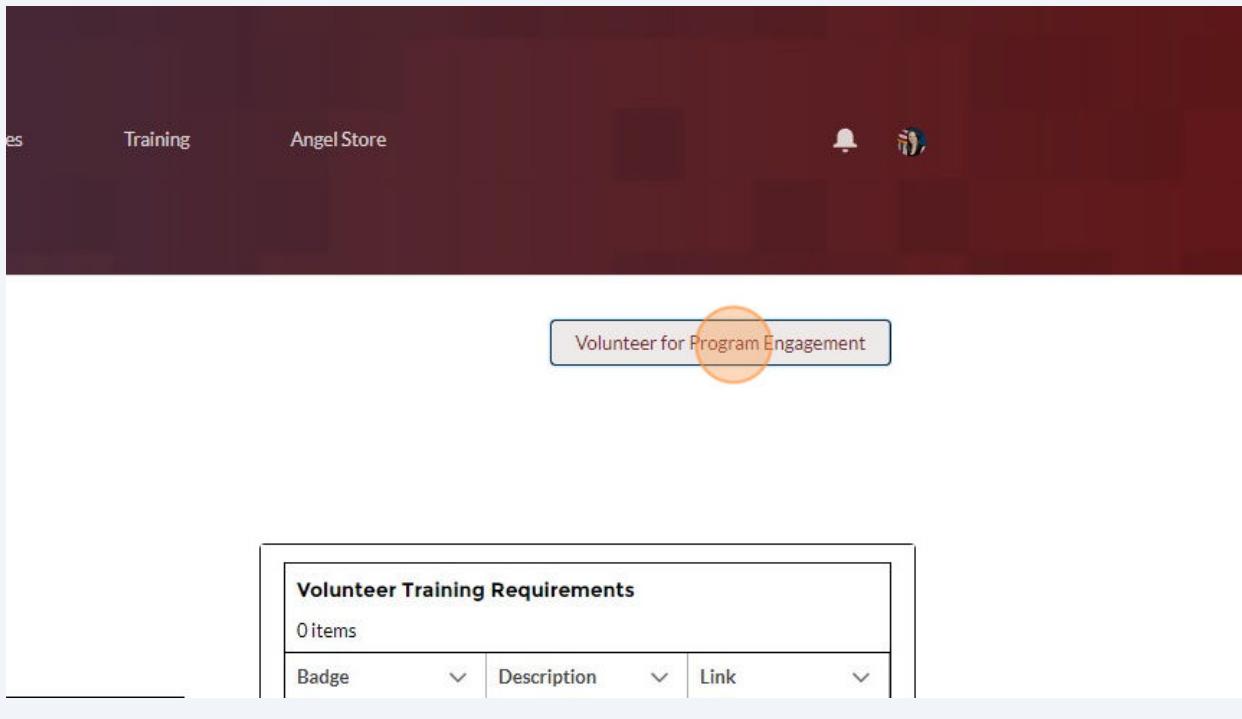
Warm Feet Opportunities - Active ▾

1 item • Sorted by Program Engagement Name • Filtered by All program engagements - Program, I'm Eligible to Volunteer

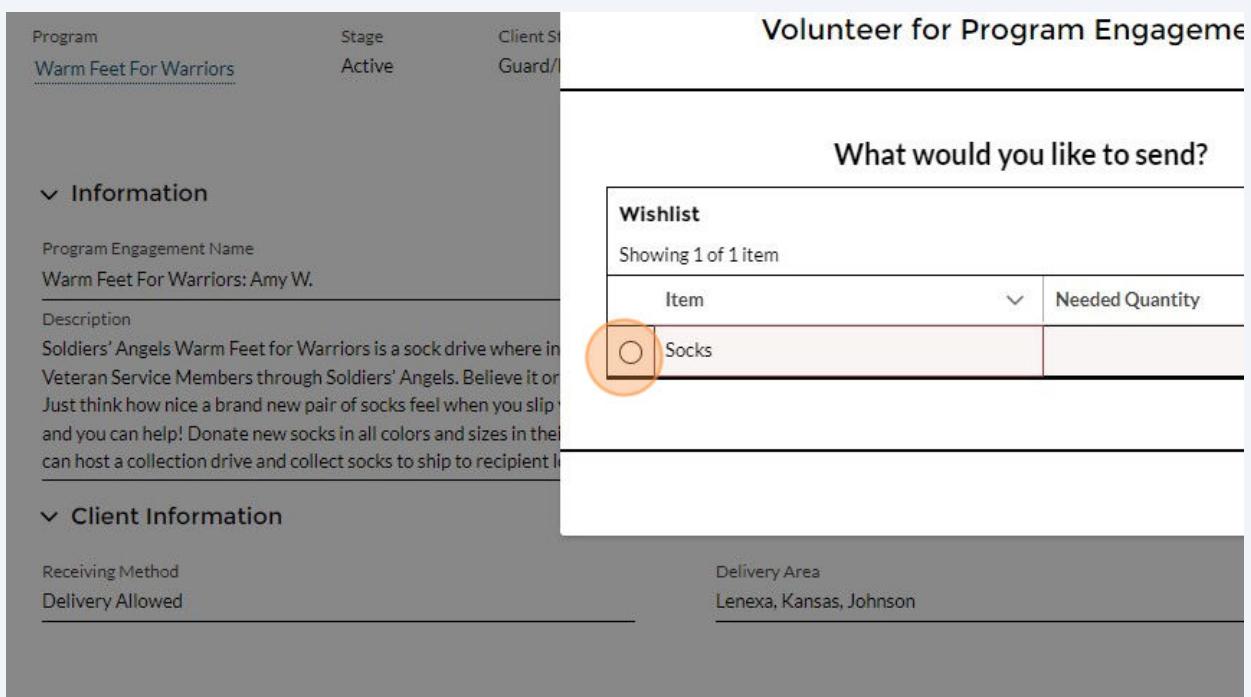
Program Engagement Name ↑	Delivery Area
1 Warm Feet For Warriors: Amy W.	Lenexa, Kansas, Johnson

TIP: You can filter these names by location so choose the location nearest you and cut down on shipping costs!

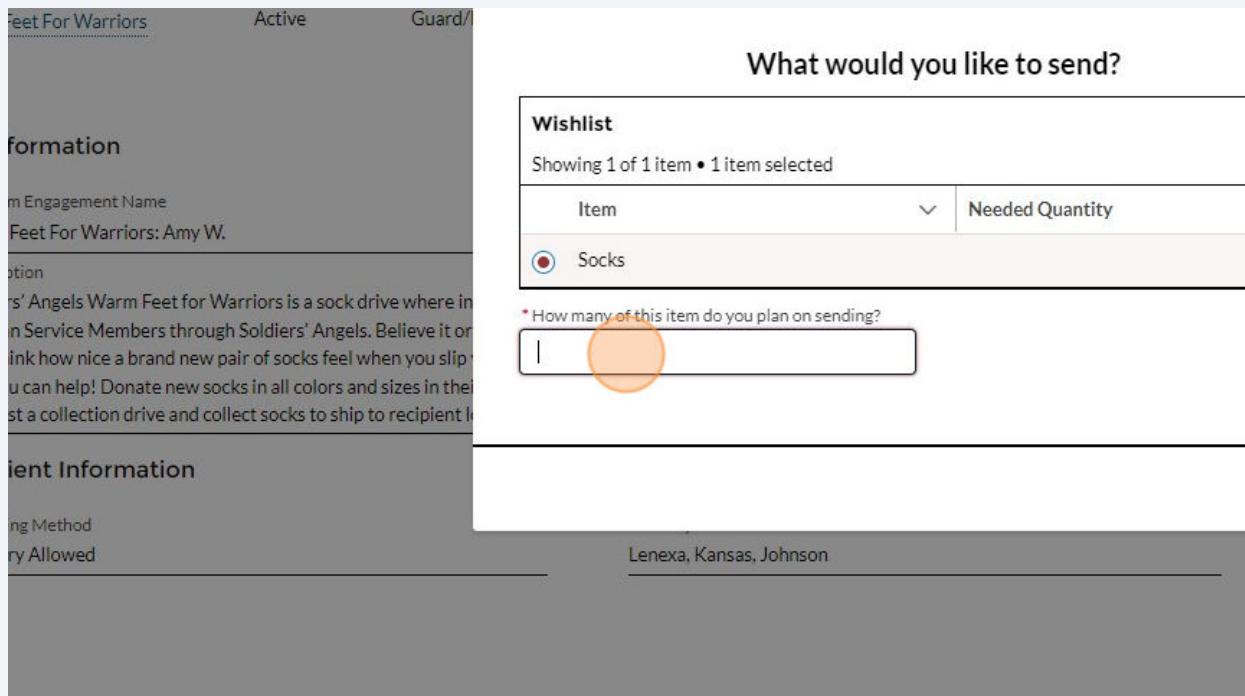
7 If you decide that this is the engagement you would like to support, click "Volunteer for Program Engagement."



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.



The screenshot shows a web-based application for managing a wishlist. On the left, there is a sidebar with various sections like 'Engagement Name' (Feet For Warriors), 'Recipient Information' (Lenexa, Kansas, Johnson), and 'Wishlist' (Showing 1 of 1 item • 1 item selected). The main area is titled 'What would you like to send?' and contains a 'Wishlist' table. The table has two columns: 'Item' and 'Needed Quantity'. A single item, 'Socks', is listed with a radio button next to it. Below the table, a note says 'How many of this item do you plan on sending?' followed by a text input field. The input field is highlighted with an orange circle, indicating it is the target for the user to click.

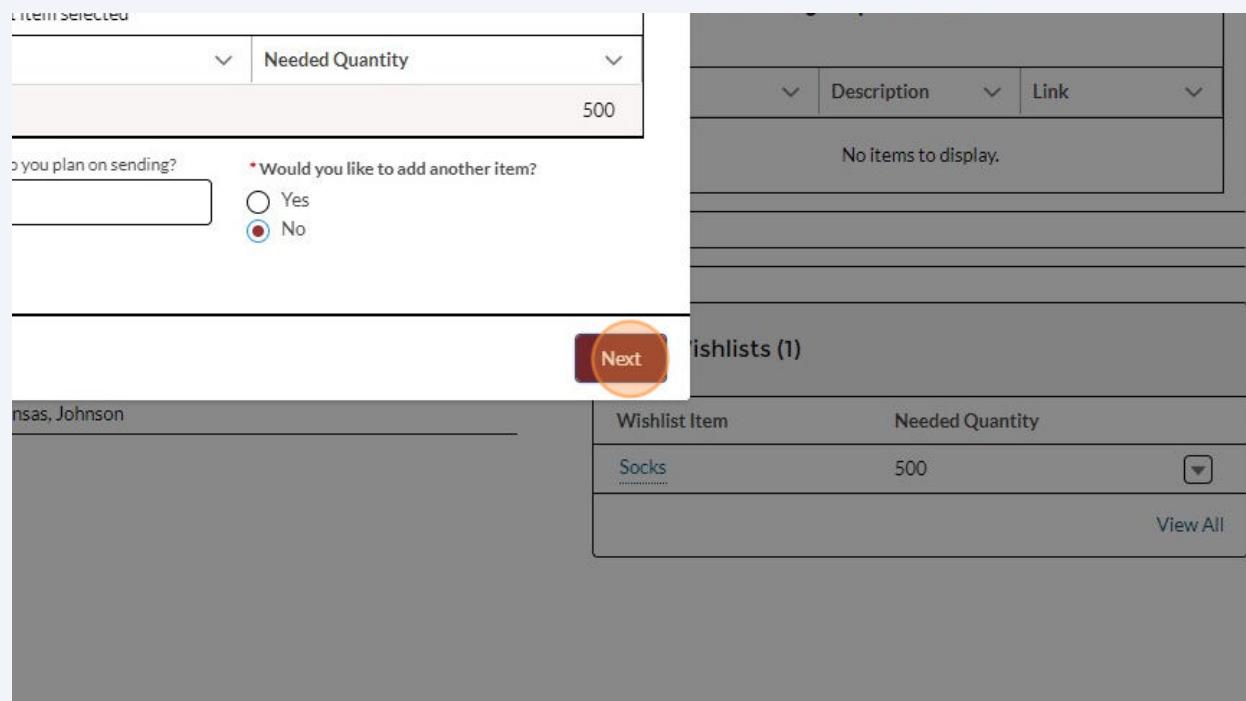
Item	Needed Quantity
Socks	

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



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

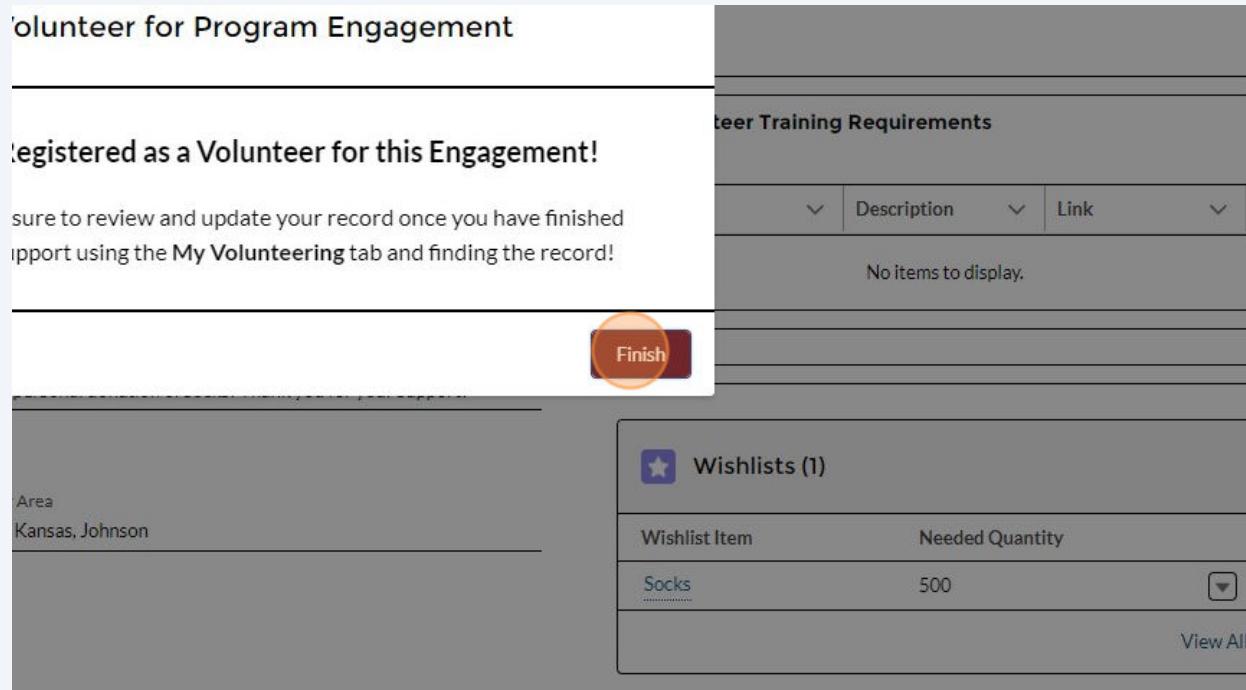
10 Click "No" that you do not want to add another item, and then click "Next"



Wishlist Item	Needed Quantity
Socks	500

View All

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



Wishlist Item	Needed Quantity
Socks	500

View All



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

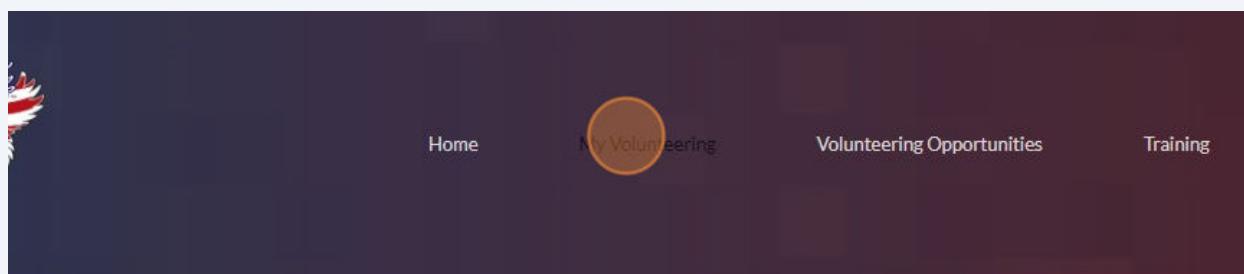
REPORTING YOUR SHIPMENT



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 must be completed by the end of the campaign and no later than April 1st.

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Log into your account and click "My Volunteering"



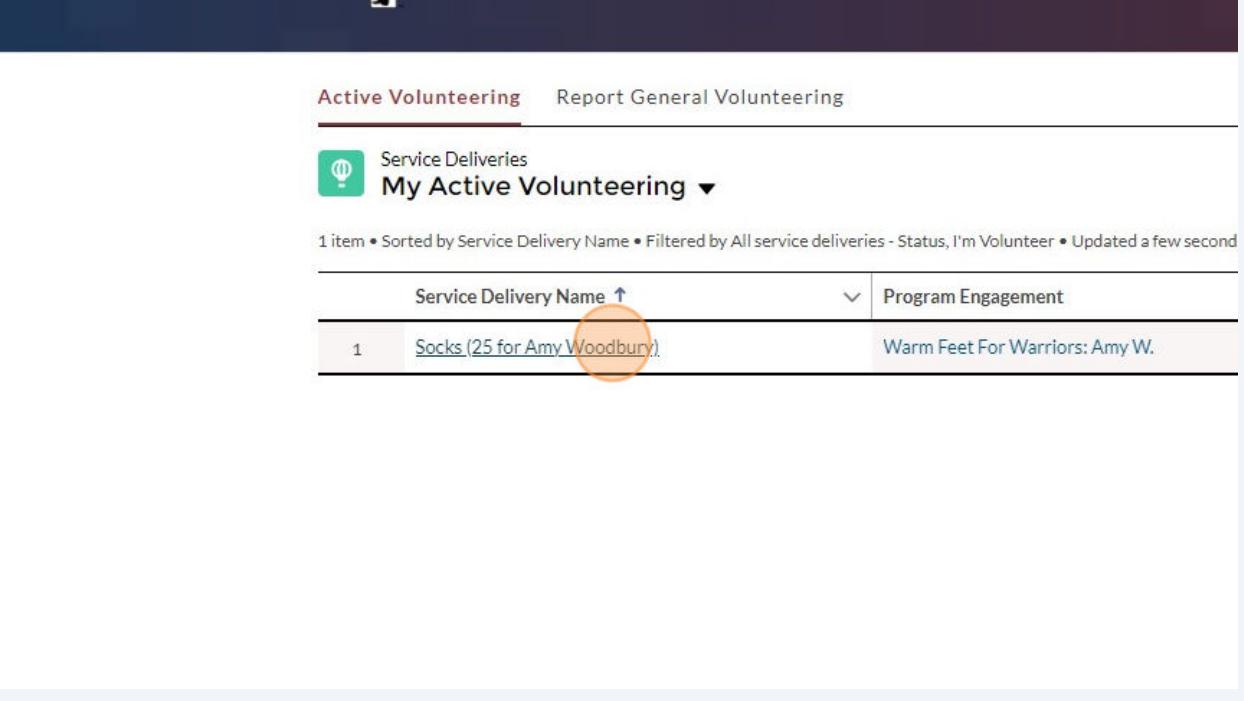
Program Engagement
Warm Feet For Warriors: Amy W.

Engagement Name	Stage	Client Status	Start Date	End Date
Warm Feet For Warriors	Active	Guard/Reserves	1/25/2024	

Information

Engagement Name	Program
Warm Feet For Warriors: Amy W.	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 seconds ago

Service Delivery Name ↑	Program Engagement
1 Socks (25 for Amy Woodbury)	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!

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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!

Kansas 66219,	Close Date
	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!

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Click "Save" to complete your opportunity and you are DONE!