ANGEL TREE
Complete Campaign Administration Tool

- **System Requirements**
  - Web-based application
  - Requires access to Internet and any major web browser (Internet Explorer must be IE9+)
  - Salvation Army unit must already be utilizing the TSAMM platform

- **User Administration**
  - Create unlimited number of users
  - Manage permissions on a per user basis to control access to data and functionality

- **Reporting**
  - Reports pull real-time data
  - All reports can be exported to Excel
  - Applicant Reports
  - Angel Reports
  - Donor Reports

- **Applications**
  - Create/Edit Family and Special Care Applications
  - Records user and approver for each application

- **Angels**
  - Special reports for reviewing Angel data
  - Allocate angels to Angel Tree location, online Angel Tree or corporate sponsor
  - Real time reports track Angel statuses
  - Generates Angel tags for print on pre-printed Angel tags

- **Adoption Kiosk**
  - Scan angel tags for adoption
  - Captures donor information
  - Compatible with any of your existing tablets/kiosk equipment (relies on internet connectivity)

- **Online Angel Adoption**
  - Donors adopt Angel(s) from your campaign
  - Each unit receives custom Online Angel Tree URL
  - Lost Angel feature allows donors to retrieve information on their adopted Angel(s)
  - Updates system in real time record Angels adopted
  - Compatible with any of your existing tablets/kiosk equipment (relies on internet connectivity)

- **Campaign Management**
  - Create and customize Campaigns from year to year

  - General Campaign Setup
    - Set angel age and birthdate cutoff
    - For Area Commands, join subsidiary corps in your Campaign
    - Close out Campaign at end of season

  - Sites
    - Create sites for use in campaign
    - Add addresses and adjust map pins for exact online mapping
    - Intake sites
      - Set goals for number of intake appointments
      - Set intake appointment schedules
      - Adjust number of applications taken per time block
      - Adjust length of appointment time blocks
      - For units with multiple distribution points, set which intake sites are authorized to distribution sites
      - Adoption Sites
      - Set open hours for your Tree sites
      - Sites will show on map on Online Angel Tree site
      - Gift Drop Off Sites
      - Set open hours for your Gift Drop Off sites
      - Sites will show on Online Angel Tree site
      - Distribution Sites
      - Set intake appointment schedules
      - Adjust number of applications taken per time block
      - Adjust length of time blocks
      - Set Family Code prefix for each distribution site

  - Application
    - Customize fields for Family and Special Care Applications
    - Customize required fields for Family and Special Care Applications

  - Online Adoption Site
    - Choose images for display on your site
    - Customize text