



THE  
MISSION  
CONTINUES

# PLATOON LEADERSHIP SUMMIT

# AGENDA

- 8:10 AM Community Impact...it's easy as ABCD
- 9:00 AM Budget: Basics & Background
- 9:30 AM PLP APP 2.0
- 10:30 AM Set up to Kick Off
- 11:30 AM Projects & Planning: Gloves on Part 1
- 12:30 PM Lunch
- 1:30 PM Projects & Planning: Gloves on Part 2
- 2:30 PM Gloves On Wrap
- 3:00 PM Additional Platoon Operations Time
- 4:00 PM Connection Time (Fox Bar)
- 6:00 PM Closing Dinner

# **PANEL: BUILDING A PLATOON OF PARTNERSHIPS**

**Moderator: Annie Hudson, Chief Programs Officer**

**Panelists:**

**Kenric Lynn – St. Louis Platoon Leader**

**Juanita Myers – Killeen Platoon Leader**

**Shelly Hope – Community Relations Coordinator, Brookfield Zoo  
Chicago**

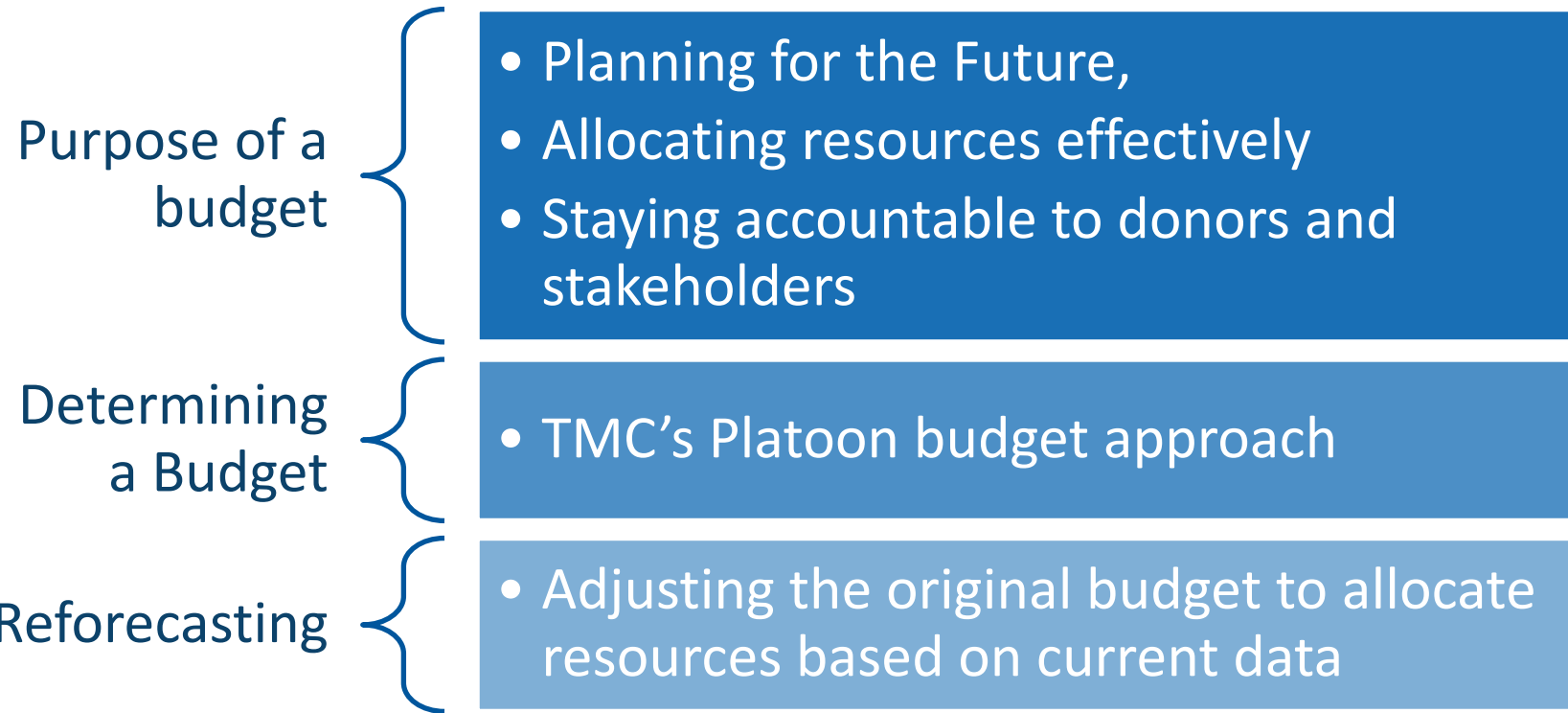
# **BUDGET - BASICS & BACKGROUND**

**AUTUMN SMOOT, CHIEF FINANCIAL & TECHNOLOGY OFFICER**

# **AGENDA**

- ✓ **BACKGROUND**
- ✓ **READING YOUR BUDGET**
- ✓ **HOW TO PLAN AROUND YOUR BUDGET**
- ✓ **DONATIONS & BUDGET**

# BUDGET BACKGROUND



# READING YOUR BUDGET V. ACTUALS REPORT

The Mission Continues  
**Month to Date Actuals v. Budget**  
As of January 31, 2025

Reporting Book: ACCRUAL  
As of Date: 01/31/25  
Purpose: Charlie Mike Platoon

	Month Ending 01/31/25			Year To Date 01/31/25			Year Ending 12/31/25
	MTD Actuals	Master Budget	MTD Budget Diff	YTD Actuals	Master Budget	YTD Budget Diff	Master Budget
<b>ISOE2 - All Expenses (Unallocated)</b>							
Grants							
Platoon Leader Grant	400	400	0	400	400	0	4,800
Total Grants	400	400	0	400	400	0	4,800
Brand & Marketing							
Platoon Branding	237	0	237	237	0	237	4,640
Total Brand & Marketing	237	0	237	237	0	237	4,640
Project Costs							
Project Supplies/Materials	497	1,680	(1,183)	497	1,680	(1,183)	10,080
Project Food/Water	246	0	246	246	0	246	0
Platoon Social Events	0	0	0	0	0	0	684
Total Project Costs	743	1,680	(937)	743	1,680	(937)	10,764
Office, Administration, & Misc.							
Storage Space	165	165	0	165	165	0	1,980
Total Office, Administration, & Misc.	165	165	0	165	165	0	1,980
<b>Basic Platoon Expenses</b>	<b>1,545</b>	<b>2,245</b>	<b>(700)</b>	<b>1,545</b>	<b>2,245</b>	<b>(700)</b>	<b>22,184</b>

# PLANNING AROUND YOUR BUDGET

Plan around your Days  
of Service

Work with community  
partners to maximize  
reach

Work with vendors  
and partners to source  
in-kind donations

Track your spending  
and plan around your  
most expensive  
projects

Find ways to save

- Sales tax exemptions
- Non-profit discounts
- Utilize amazon business and price shop



# DONATIONS & BUDGET

## Restricted Donations

- Donations given for a specific platoon
- These help fund your budget

## In-Kind Donations

- Donations of goods or services that we would normally spend funds on
- This is another way of funding the budget.

Donations do not  
necessarily increase your  
budget

# Q&A



# **PLP APP 2.0**

**AUTUMN SMOOT, CHIEF FINANCIAL & TECHNOLOGY OFFICER**

**Let's get into the app!**



# UPDATE #1: CREATE COMMUNITY PARTNER

## OLD VIEW

\* Community Partner Name

\* Platoon Name

Search Platoons...

Address

City

State

--None--

ZIP Code

Search ZIP Codes...

Community Partner Contact ⓘ

Search Contacts...

Save

# UPDATE #1: CREATE COMMUNITY PARTNER

**CONDENSED TO ONE  
SCREEN WITH THE  
ABILITY TO ADD A  
NEW COMMUNITY  
PARTNER CONTACT  
AND NEW  
COMMUNITY  
PARTNER IN ONE  
PLACE.**

Community Partner Name

\* Platoon Name

Search Platoons...

Address

City

State

--None--

ZIP Code

Search ZIP Codes...

\* Community Partner Contact

Search Contacts...

Create New Contact

Create New Community Partner

# UPDATE #1: CREATE COMMUNITY PARTNER

Address

City

State

--None--

ZIP Code

Search ZIP Codes...

Create New Contact

✓

Salutation

--None--

First Name

First Name

\*Last Name

Last Name


Email


Mobile


Create New Community Partner


# UPDATE #2: CREATE NEW VENUE


## OLD VIEW


 Manage Platoon


 All Events


 Create Venue

 Create Event

 Create Community Partner

 Create New Platoon Member

 Help


 Platoon Emails

\* Venue Name

Venue Address


Venue City

\* Venue State

\* Venue Zip Code 

--None--


Search ZIP Codes...



Save



# UPDATE #2: CREATE NEW VENUE

 Manage Platoon

All Events

Create Venue

Create Event

Create Community Partner


Create New Platoon Member

Help

Platoon Emails

Venue Name

Venue Contact

Search Contacts...

Create new Contact record

☐


Venue Address


...

Venue City

Venue State

--None--

Venue Zip Code 

Search ZIP Codes...

Save

# UPDATE #3: ADD A PARTICIPANT

OLD VIEW


This screenshot shows the 'OLD VIEW' of the mobile app interface. It features a white form on a blue background with the following fields: 'First Name\*' and 'Last Name\*' (text boxes), 'Email\*' (text box), 'Mobile Phone' (text box with a placeholder '(---) --- -----') and 'Zip Code\*' (text box), 'Military Status\*' (dropdown menu), 'Select the organization you are representing? (optional)' (dropdown menu), 'How did you hear about this event?' (text box), 'T-Shirt Size' (dropdown menu), and a checkbox for 'I agree to the Mission Continues policies.\*' with 'Yes' and 'No' options. A red circle highlights the 'Yes' option. The bottom navigation bar includes icons for Home, All Events, Manage Platoon, and Help.

This screenshot shows the 'NEW VIEW' of the mobile app interface. It features a white form on a blue background with the following fields: 'First Name\*' and 'Last Name\*' (text boxes), 'Email\*' (text box), 'Mobile Phone' (text box with a placeholder '(---) --- -----') and 'Zip Code\*' (text box), 'Military Status\*' (dropdown menu), 'Select the organization you are representing? (optional)' (dropdown menu), and 'How did you hear about this event?' (text box). The bottom navigation bar includes icons for Home, All Events, Manage Platoon, and Help. A blue gear icon is visible in the bottom right corner of the form area.

# UPDATE #3: ADD A PARTICIPANT

NEW VIEW

7:45



Add Participant

Registration Entry

Required fields are marked with an asterisk. Also, note that you must enter at least one of the following: zip code, mobile phone, or email.

\*First Name

\*Last Name

Mailing Zip/Postal Code

Mobile

Email

Home

All Events

Manage Platoon

Help

7:45

Mobile

Email

Org Affiliation

Number of Youth

\*Veteran Status

--None--

\*Agree to Waive

--None--

Submit

Home

All Events

Manage Platoon

Help

# UPDATE #3: ADD A PARTICIPANT DESKTOP VERSION

Event Management

Registration Entry

Required fields are marked with an asterisk. Also, note that you must enter at least one of the following: zip code, mobile phone, or email.

\* First Name

\* Last Name

Mailing Zip/Postal Code

Mobile

Email

Org Affiliation

Number of Youth

\* Veteran Status

--None--

\* Agree to Waive

--None--

Submit

Quit

# Q&A



# BREAK

# Back at 10:30 am

## SPONSORS

### VISIONARY SPONSOR



### PRESENTING SPONSORS

BAE SYSTEMS

CARmax

THE *Coca-Cola* COMPANY



T-MOBILE  
TUESDAYS



### SILVER SPONSORS

BANK OF AMERICA

CVS  
Health.



KORET  
FOUNDATION

NAVY  
FEDERAL  
Credit Union



WASSERMAN  
FOUNDATION

### BRONZE SPONSORS



Veterans United  
Foundation



THE MISSION CONTINUES

# **SET-UP TO KICK OFF**

**VIQUITA BARNES  
SHARON CAMBELL  
DENITA WHITE**



# REGISTRATION





# **OPENING & CLOSING CEREMONY**

# **PLATOON LEADERSHIP**



# THE "THREE C'S" OF DELEGATION

- **CLARIFY THE TASK**
  - What needs to be done? Why is it important?
- **COMMUNICATE EXPECTATIONS**
  - Deadline, quality standards, resources available
- **CHECK-IN WITHOUT MICROMANAGING**
  - Provide guidance but trust your team

# MATCH TASKS TO STRENGTHS & INTERESTS

## GIVE VOLUNTEERS ROLES THAT ALIGN WITH THEIR SKILLS AND MOTIVATION.

- Example: A detail-oriented person handles supply organization while an outgoing leader manages the check-in table.

# **EMPOWER DECISION-MAKING**

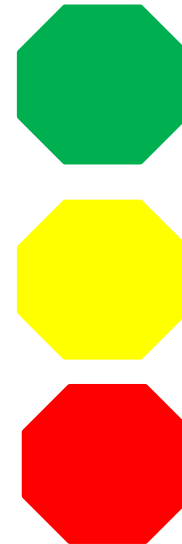
**INSTEAD OF ANSWERING EVERY SMALL QUESTION, ASSIGN "TASK CAPTAINS" WHO CAN MAKE DECISIONS WITHIN THEIR AREA.**

# **PROBLEM SOLVING STRATEGIES**

**REDIRECT INSTEAD OF  
SAYING NO**

# PROBLEM SOLVING STRATEGIES

## TRIAGE PROBLEMS (THE 3 LEVELS)



# **PROBLEM SOLVING STRATEGIES**

**DEBRIEF:  
WHAT, SO WHAT, NOW WHAT?**



# PROJECTS & PLANNING: GLOVES ON!

**BLUE**

**GRAY**

# REMINDERS

- 3:00 PM: Additional Office Hours
- 4:00 PM: Connection Time (Fox Bar)
- 6:00 PM: Closing Dinner



THE  
MISSION  
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# PLATOON LEADERSHIP SUMMIT