



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**

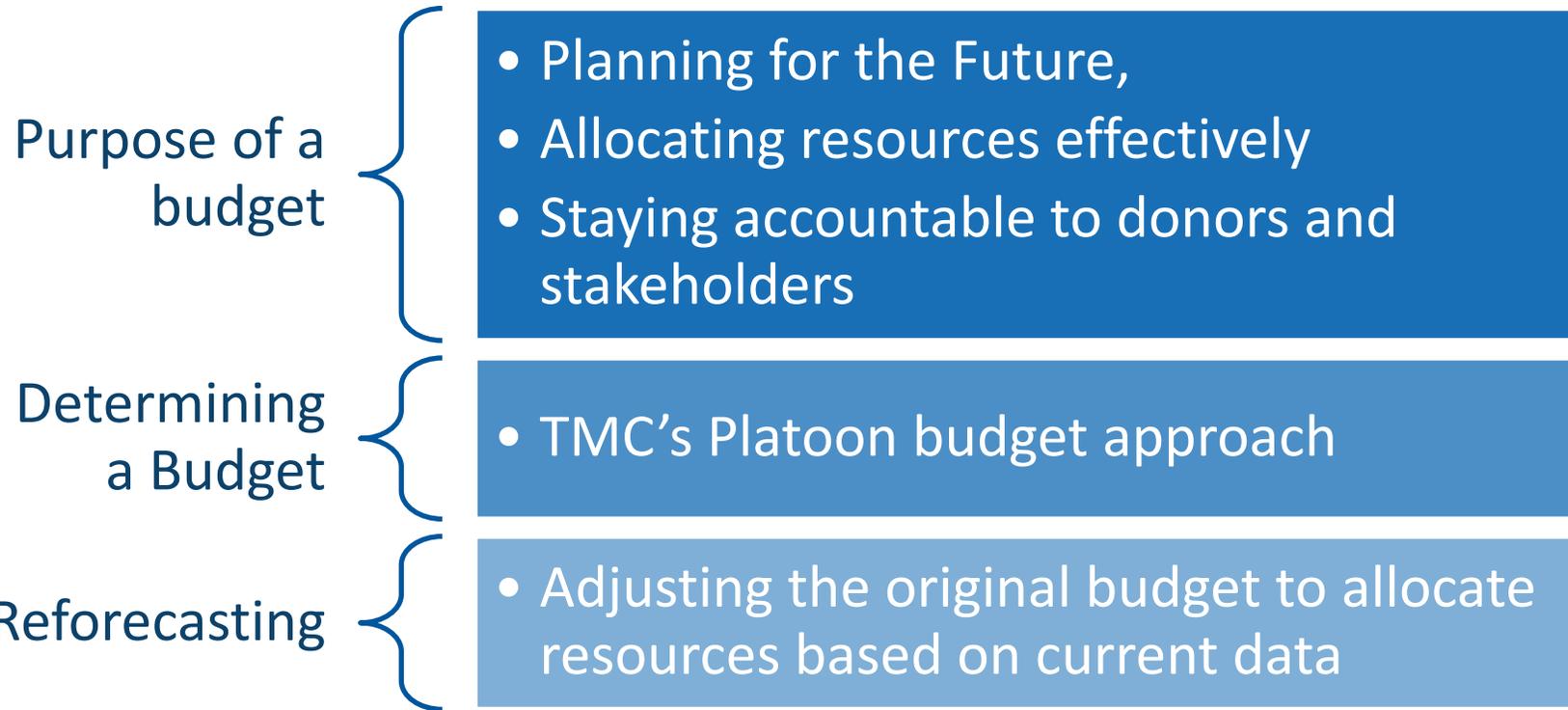
# **BUDGET - BASICS & BACKGROUND**

**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:

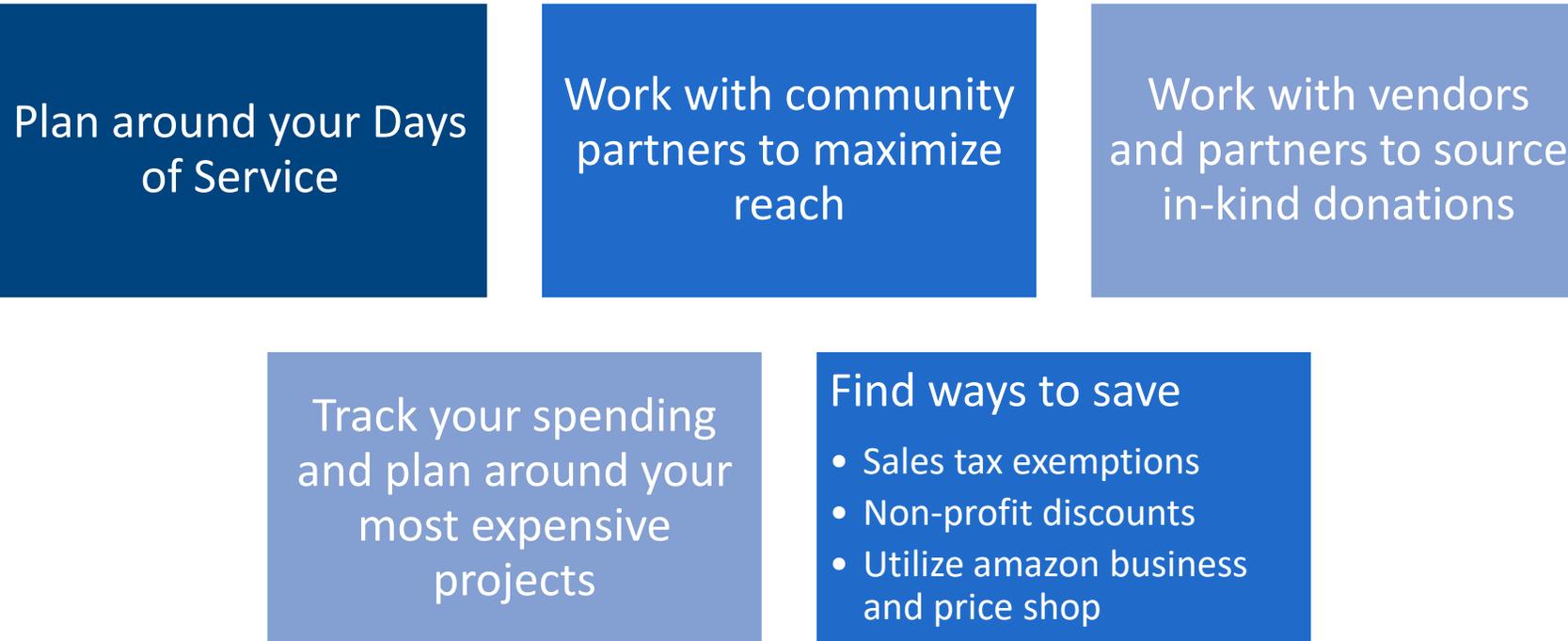
01/31/25

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	<b>4,800</b>
Total Grants	400	400	0	400	400	0	4,800
Brand & Marketing							
Platoon Branding	237	0	237	237	0	237	<b>4,640</b>
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)	<b>10,080</b>
Project Food/Water	246	0	246	246	0	246	0
Platoon Social Events	0	0	0	0	0	0	<b>684</b>
Total Project Costs	743	1,680	(937)	743	1,680	(937)	10,764
Office, Administration, & Misc.							
Storage Space	165	165	0	165	165	0	<b>1,980</b>
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



# 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

Address

City

State

ZIP Code

Community Partner Contact ⓘ

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.**

The screenshot shows a form for creating a new community partner. The form is set against a dark blue background with white text and input fields. The fields are as follows:

- Community Partner Name:** A text input field with a three-dot menu icon on the right.
- \* Platoon Name:** A text input field with a search icon and the placeholder text "Search Platoons...".
- Address:** A text input field.
- City:** A text input field.
- State:** A dropdown menu with "--None--" selected.
- ZIP Code:** A text input field with a search icon and the placeholder text "Search ZIP Codes...".
- \* Community Partner Contact:** A text input field with a search icon and the placeholder text "Search Contacts...".
- Create New Contact:** A toggle switch currently in the "off" position.
- Create New Community Partner:** A blue button at the bottom of the form.

# UPDATE #1: CREATE COMMUNITY PARTNER

Address

City

State

ZIP Code

Create New Contact

Salutation

First Name

\* Last Name

Email

Mobile

[Create New Community Partner](#)

# UPDATE #2: CREATE NEW VENUE

## OLD VIEW

The screenshot shows a web interface for creating a new venue. At the top, there is a navigation bar with the following items: Home, Manage Platoon, All Events, Create Venue (highlighted), Create Event, Create Community Partner, Create New Platoon Member, Help, and Platoon Emails. Below the navigation bar, the form contains the following fields:

- \* Venue Name**: A text input field with a clear button (X) on the right.
- Venue Address**: A text input field with a clear button (X) on the right.
- Venue City**: A text input field with a clear button (X) on the right.
- \* Venue State**: A dropdown menu currently showing "--None--".
- \* Venue Zip Code**: A text input field with a search icon (magnifying glass) on the right and a small information icon (i) next to the label.

At the bottom of the form is a blue button labeled "Save".

# UPDATE #2: CREATE NEW VENUE

Home Manage Platoon All Events **Create Venue** Create Event Create Community Partner Create New Platoon Member Help Platoon Emails

Venue Name

Venue Contact

Create new Contact record

Venue Address

Venue City

Venue State

Venue Zip Code <sup>1</sup>

# UPDATE #3: ADD A PARTICIPANT

## OLD VIEW

4:20

First Name\* Last Name\*

Email\*

Mobile Phone Zip Code\*

Military Status\*

Select the organization you are representing? (optional)

How did you hear about this event?

T-Shirt Size

[Click to View Policies](#)

I agree to the Mission Continues policies.\*

Yes  No

Home All Events Manage Platoon Help

2:22

THE MISSION CONTINUES

2024 Operation United In Service

First Name\* Last Name\*

Email\*

Mobile Phone Zip Code\*

Military Status\*

Select the organization you are representing? (optional)

How did you hear about this event?

Home All Events Manage Platoon Help

# UPDATE #3: ADD A PARTICIPANT

## NEW VIEW

7:45

THE MISSION CONTINUES

**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

\* Agree to Waive

# Q&A

**BREAK**  
**Back at 10:30 am**

## SPONSORS

### VISIONARY SPONSOR



### PRESENTING SPONSORS

**BAE SYSTEMS**

**CARmax**

THE *Coca-Cola* COMPANY



T-MOBILE  
**TUES  
DAYS**



### SILVER SPONSORS

**BANK OF AMERICA**

**CVS**  
Health.



**KORET**  
FOUNDATION

**NAVY  
FEDERAL**  
Credit Union



**WASSERMAN**  
FOUNDATION

### BRONZE SPONSORS



**Veterans United**  
Foundation

# **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
- **CCHECK-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

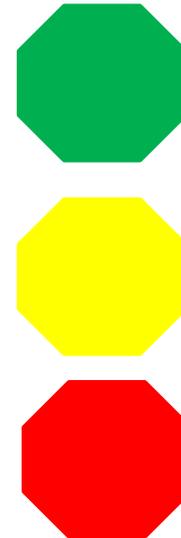
**INSTEAD OF ANSWERING EVERY SMALL QUESTION, ASSIGN "TASK CAPTAINS" WHO CAN MAKE DECISIONS WITHIN THEIR AREA.**

# **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  
CONTINUES**

# **PLATOON LEADERSHIP SUMMIT**