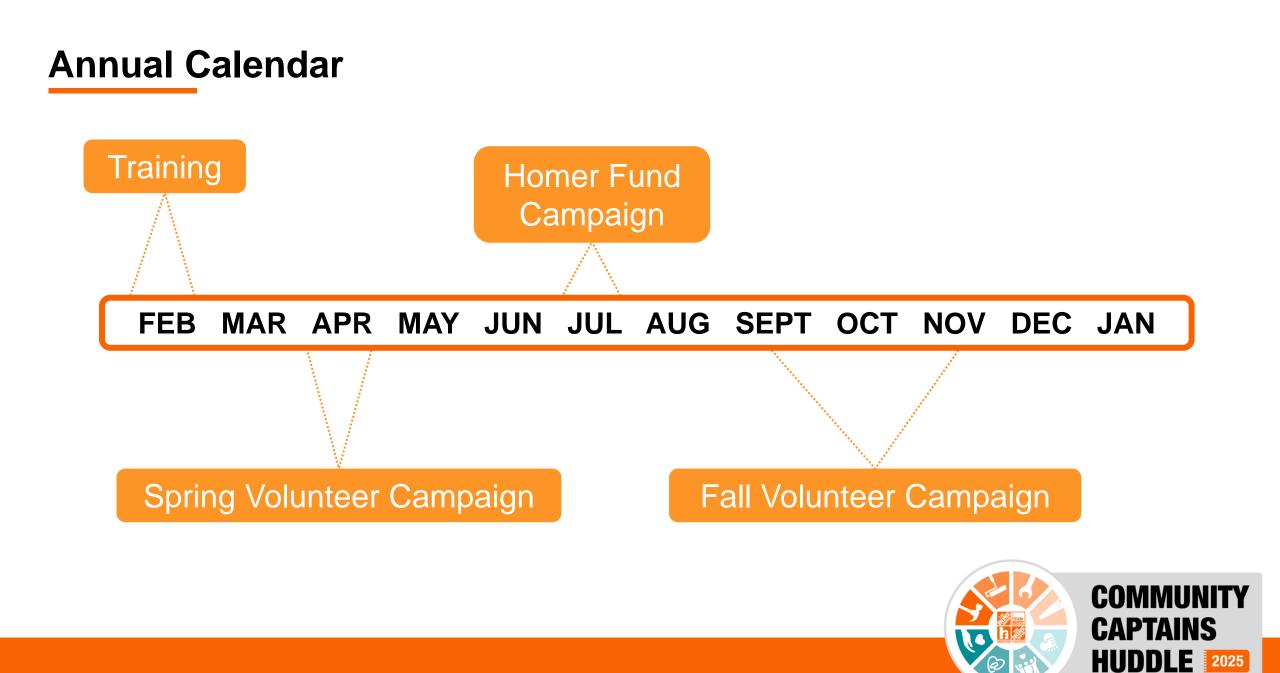


### **Community Captain Roles**

<b>Divisional Captains</b>	<b>Regional Captains</b>	District Captains	Store/Facility Captains
<ul> <li>Collaborate on Divisional strategy</li> <li>Inspire Captains</li> <li>Recognition</li> </ul>	<ul> <li>Execute Regional strategy</li> <li>Drive Participation</li> <li>Recognition</li> </ul>	<ul> <li>Support Store Captains</li> <li>Partner with Store Captains to plan district-wide projects</li> <li>Activate towards Team Depot volunteer goals</li> <li>Drive Homer Fund participation</li> </ul>	<ul> <li>Plan Team Depot projects</li> <li>Drive annual Homer Fund campaign and awareness of program</li> </ul>
			CAPTAINS HUDDLE 2024





#### **The Homer Fund Team**









Sarah Choi Sr. Analyst, THF 1-800-910-6704 x62030 Sarah Choi1@homedepot.com



Saran Pierre Sr. Analyst, THF 1-800-910-6704 x62051 Saran\_Pierre@homedepot.com



Debra Ige Sr. Analyst, THF 1-800-910-6704 x62033 Debra F\_Ige@homedepot.com



Qumeshia Montgomery Sr. Analyst, THF 1-800-910-6704 x62034 Qumeshia H Montgomery@homedepot.com







Alfred\_Anderson@homedepot.com

Antwanette Jones Specialist, THF 1-800-910-6704 x62038 Antwanette\_Jones1@homedepot.com



Lonnie Lucero Project Coordinator, THF 1-800-910-6704 x62037 Lonnie M Lucero@homedepot.com



Evelyn Issa Manager, THF 1-800-910-6704 x71712 Evelyn Issa@homedepot.com



Cheryl King Manager, THF 1-800-910-6704 x71711 Cheryl J King@homedepot.com



Sharon Robinson Director, THF 1-800-910-6704 x17329 Sharon T Robinson@homedepot.com



#### The Homer Fund's Mission





NO NUTY CAPTAINS

2025

Every associate should be treated with the same level of compassion, consistency and professionalism.





## Homer Fund FY 2024 Roundup





# Since inception

- 196K+ Home Depot Families
- \$282M+ in assistance





#### Natural Disaster Response

- 4281 associates impacted
- \$1.8M+ awarded
- Over \$32M since inception
- More than 34,414 assisted

CAPTAINS THE CONTRACTOR

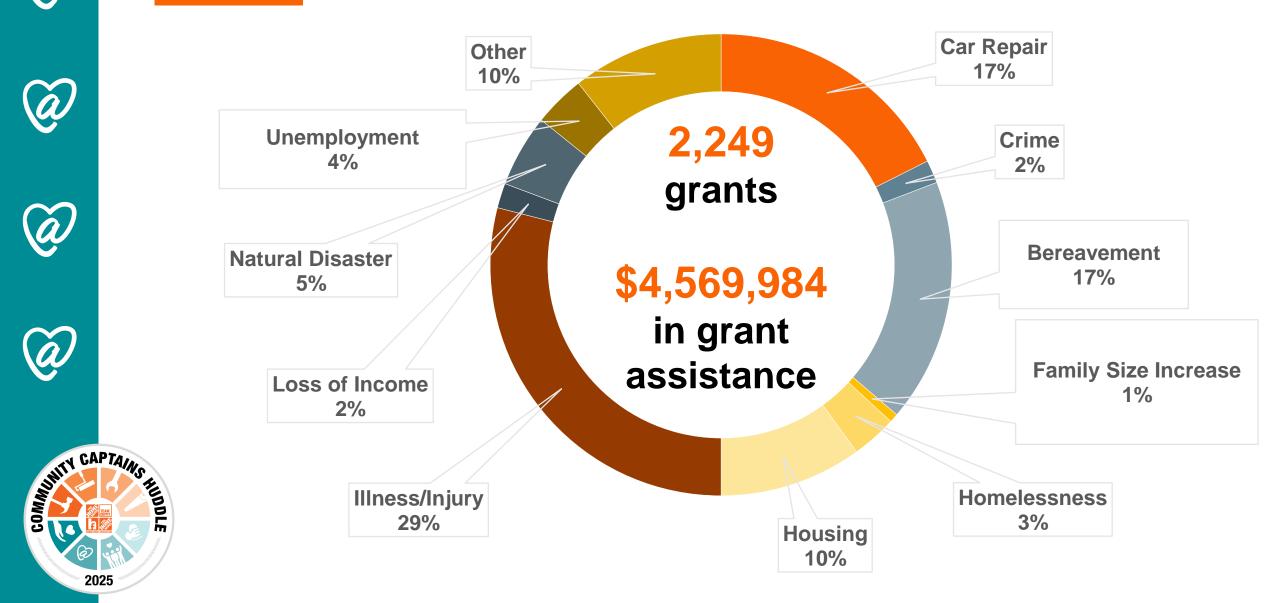


\$16.7 Million

11.5K+ Home Depot Families



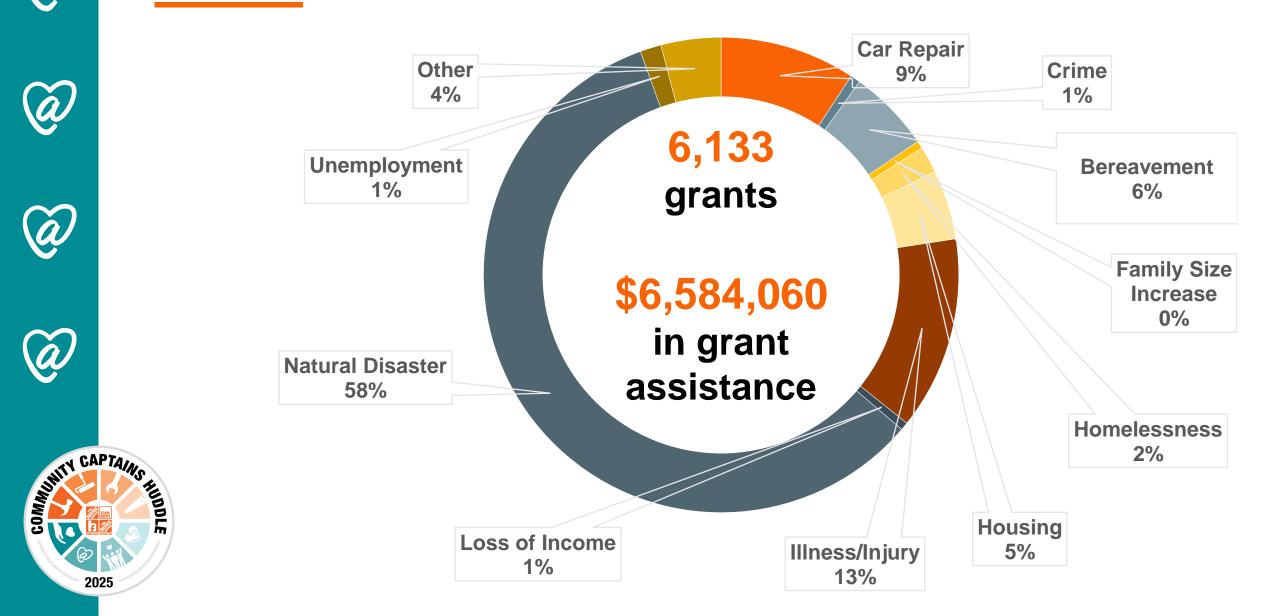
## **Northern Division 2024 Grant Activity**





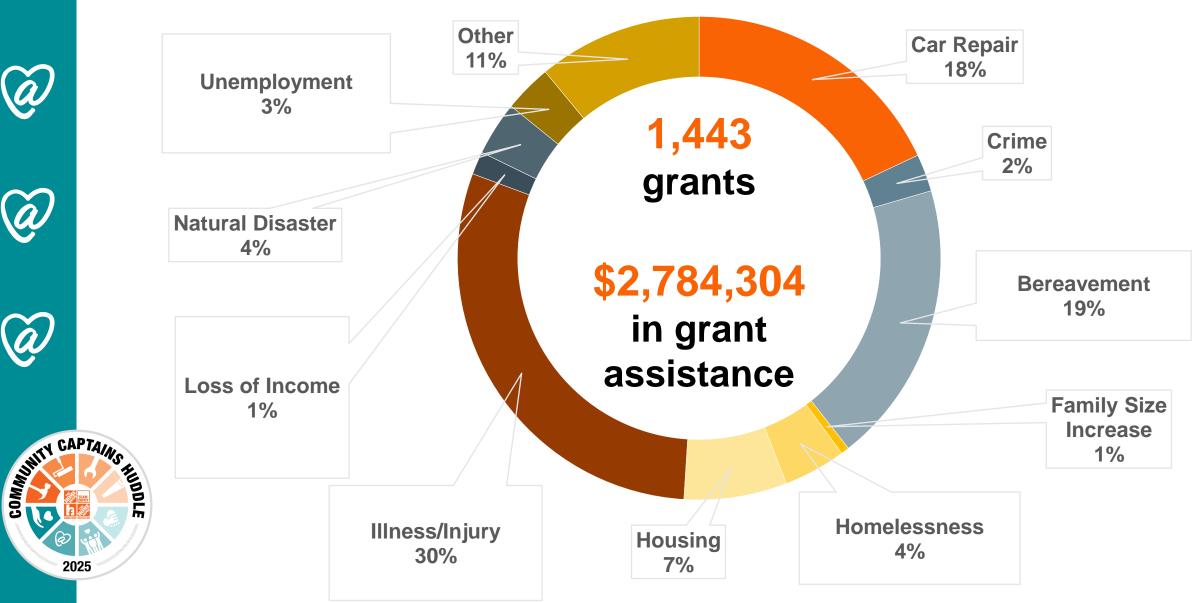
2025

## Southern Division 2024 Grant Activity





#### Western Division 2024 Grant Activity





#### **Roles** & Responsibilities



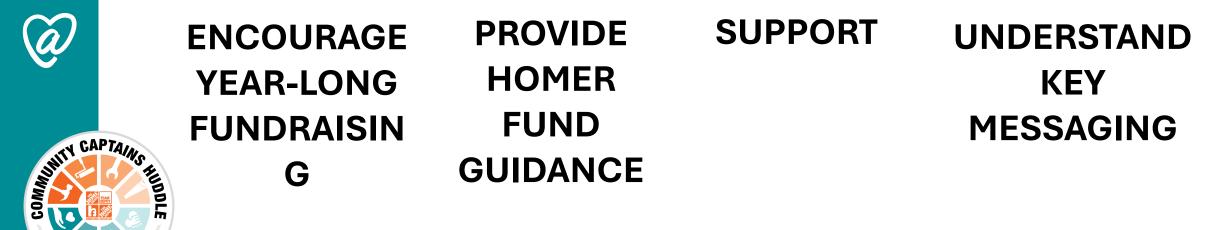












2025



## 2024 Orange @ Heart Campaign









#### **2024 OVERALL ENGAGEMENT**

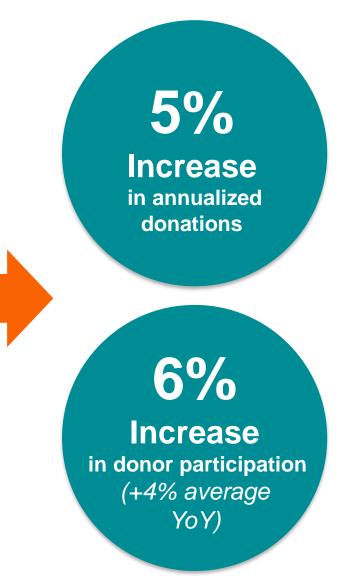
81%

Associate engagement

**54%** 

**Locations were at 100% Participation** 

**13,020** Activities completed



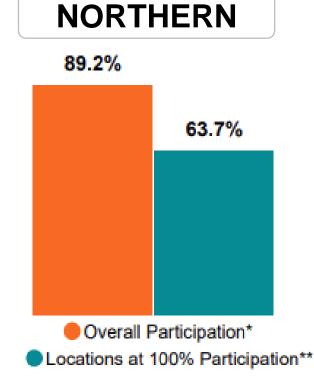


## 2024 Orange @ Heart Campaign

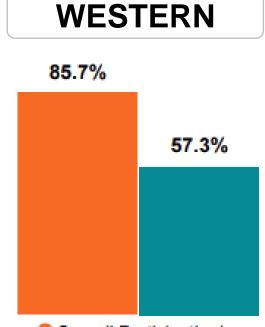
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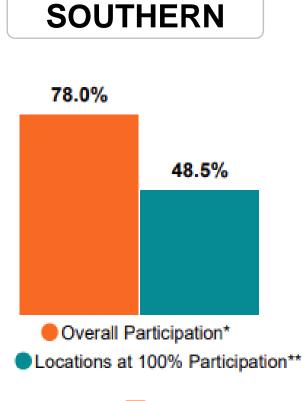
**5,528** Total Activities Completed



Overall Participation\*
Locations at 100% Participation\*\*

3,203

Total Activities Completed



**3,526** Total Activities Completed

2025

NUMERIC CAPTAINS



#### **Thank You Captains!**





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## **2025 Orange @ Heart Campaign**

## July 7 – August 8



2025



## **2025 Orange @ Heart Campaign**







MA PUTYOUR STAMPON	Members • 2,985
GROWING GROWING	Community summary
THE GIFT       Private         Homer Fund Captains: Orange at Heart - US       Image: Conversations         Homer Fund Captains: 2024 O@H campaign       Image: Conversations         Conversations       About         Files       Events	Dec 12, 2024 - Jan 9, 2025 <b>238</b> People reached <b>1</b> 92% • People engaged
Share thoughts, ideas, or updates	O Total posts Only admins can see this summary. See full community analytics
Pinned announcement	Info
The Homer Fund         Seen by 1,285            Nov 6, 2024 • Edited         Seen by 1,285	Important Campaign Information: Complete five of the seven activities listed below July 8 – August 2 to ful campaign participation for your store/location.
Hi Captains, thank you so much for all you do to support The Homer Fund and assist associates in need. <b>We value your opinion and would</b> see more 1 attachment	Sign up 5 new donors to give     The Homer Fund     Encourage 5 associates to

#### Join the Viva Engage **Captain's Page!**





## **Participation Metrics**



## ASSOCIATE ENGAGEMENT

- Purchasing swag that gives back at THDGear.com
- Setting up an educational display in the breakroom
- Getting associates to follow @HomerFund on Viva Engage
- Sharing #OrangeAtHeart and #HomerFund stories on Viva Engage

Encouraging existing donors to increase

Encouraging associates to donate

their donation

CAPTAINS BOOMERS



## District Level donor participation report

**DONOR PARTICIPATION** 



#### **Thank You Captains!**



#### **Meet the Foundation Team Who Supports Team Depot**



#### JOE WIMBERLEY

Senior Manager joe\_wimberley@homedepot.com 770-366-3449



COURTNEY SMITH Western Division & Non-Store Manager courtney\_smith@homedepot.com 404-431-2341



ADAM GOSLIN Northern Division Manager adam\_goslin@homedepot.com 404-536-6547



CHUCK SEGEL Southern Division Manager chuck\_segel@homedepot.com 678-576-4687



**JORDAN PEDIGO** 

Foundation Field Specialist, Southern Jordan\_pedigo@homedepot.com 678-910-6813



#### **KRISTINE COHN**

Foundation Field Specialist, Northern kristine\_cohn@homedepot.com 770-384-2095



#### **DANNY WATSON**

Foundation Field Sr. Specialist, Western danny\_r\_watson@homedepot.com 404-402-8694





# **The Home Depot Foundation Overview**



Ensuring safe, affordable housing for our nation's homeless and combat-wounded veterans Training next generation of skilled tradespeople and diversifying the trades industry

Rebuilding hope for communities impacted by natural disasters

→ 3 Veterans are living in inadequate housing

\$750 million

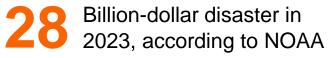
Committed to veteran causes by 2030

~400,000 Skilled labor job openings

## \$50 million

Committed to address the growing skilled labor gap

**RECORD-BREAKING** 



\$9+ million Committed in natural disaster response and recovery in 2024



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## **Team Depot**

# IMPACT

- Give back to communities
- Steward and grow culture
- Significant driver in ACI





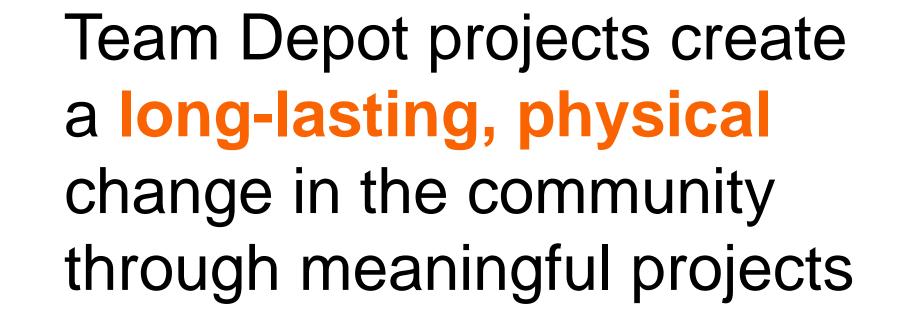


## **Team Depot**

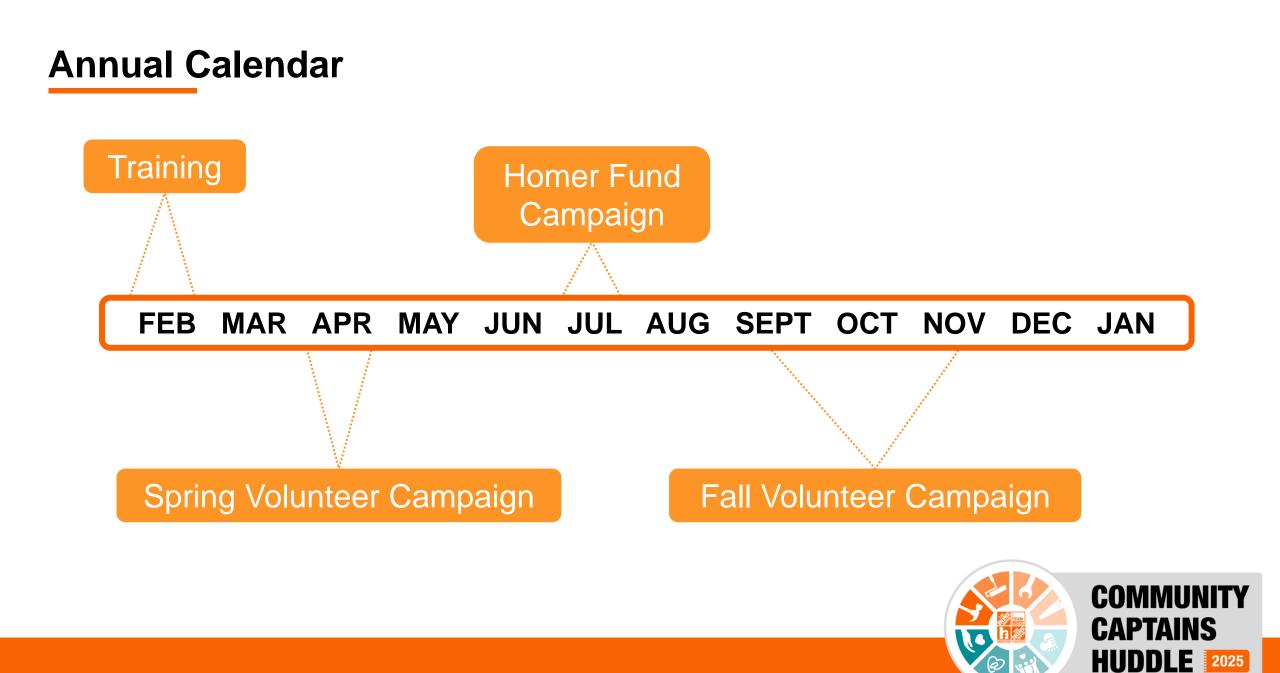


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## **New Captain Registration**







#### **TEAM DEPOT**



- 🕨 🕨 🕨 🕨 🕨
  - Project Types
  - 🕨 Plan a Project
  - 🛏 Training
  - Community Partners

#### **TEAM DEPOT GRANT PLATFORM**

The Team Depot grant platform, Smart Simple, is **now open and accepting** grant applications. For step-by-step information on the new grant submission process, click here.

For more on Team Depot programs and beneficiaries, click here.



#### **Knowledge Depot Training in Workday**

New Captain Sign-Up

- THD.co/TeamDepot
- Click on "New Captains Click Here" button on the Toolbox
- New Captain will read the page and add their information to the appropriate tab in the directory
- Captain will then launch <u>Team</u> <u>Depot Training</u> link

#### Knowledge Depot

- Once captain launches link, they will be prompted to sign into Workday
- From Workday, they will automatically be enrolled into training and assigned the three courses
  - The Basics
  - Building Relationships
  - Project Management

#### **Integrated Learning**

- New Team Depot Captains are encouraged to attend scheduled Learning Calls
- The Team Depot Toolbox is a source of available information and tools, anytime you need them
- Mandatory Q calls are also a great point of integrated learning



#### **Team Depot SOP**

Ineligible Requests include:

Product Donation requests without associate volunteer engagement

Fundraising actions including raffles, benefits, dinners, exhibits, conferences, golf tournaments, and sports events No projects on mobile homes

Cannot do a project to benefit an associate or family

No HD associate can participate in a task requiring licensing; any licensed task must be performed by a licensed contractor Every project participant (volunteer, beneficiary, etc.) must sign the Team Depot waiver.

Follow store procedures if an associate or community volunteer is **injured** on site

## Required to read, visit: THD.co/TeamDepot



## Mold, Asbestos, & Lead Based Paint

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NG NJ

WOUNTY CAPTAINS

**IDDLE** 

- Any home built before 1978 should be inspected and cleared by a certified lead inspector before any work can begin
- No cutting of granite or engineered stone inside residence, including the garage.
- Certain materials in homes built before 1981 are considered Presumed Asbestos-Containing Materials (PACM) and should not be touched including insulation, roofing and siding shingles, vinyl floor ties, plaster, cement, putties, caulk, ceiling tiles, spray-on coatings, adhesives, HVAC duct insulation, and pipe wrapping
- Flakey paint, octagonal tiles, textured, crumbly floor tiles, etc., are all indicators of PACM. If you see signs of mold or PACM, stop work immediately
- Lead paint & asbestos can be underneath multiple layers of paint/flooring/siding
  - Nonprofit/homeowner are responsible for testing & remediation, but captains must verify testing was completed and review results



## Mold, Asbestos, & Lead Based Paint – Examples



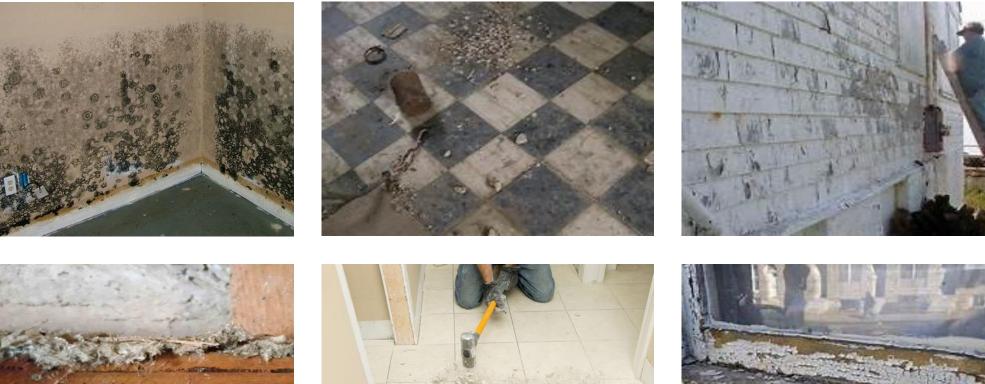


















# IF YOU WOULDN'T DO IT IN THE AISLES



**Assign a safety** captain for the project who is familiar with all aspects of the scope of work, and conduct a safety orientation with volunteers



Add safety and protective equipment to your store quote (gloves, safety glasses, ear plugs, etc.)



Clearly **identify** to associates, nonprofit/homeowner all aspects of the project and **what you will/won't work on** 



CAPTAINS















#### **Team Depot Toolbox – thd.co/teamdepot**

#### **TEAM DEPOT**



- Project Types
- Plan a Project
- Training
- Community Partners
- Public Relations & Media
- Disaster
- Learning Calls
- Foundation Partners
- Huddle

#### **TEAM DEPOT GRANT PLATFORM**

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For more on Team Depot programs and beneficiaries, click here.

#### **TEAM DEPOT GUIDANCE**

The Program Resource Guideline, provides a menu of options for Community Captains to consider that meets their store's operating



X

## thd.co/teamdepot

#### BENEFICIARIES

**VETERANS** - Interior and exterior work on veteran homes, VFWs, and Veteran Service Organizations with projects that include landscaping, painting, wheelchair ramps, flooring and more. Click here for diverse veteran opportunities.

**Housing -** Interior and exterior work on non-veteran homes, homeless shelters, transitional housing, low-income, and single-family homes that include landscaping, painting, wheelchair ramps, and more

**Schools and Youth -** Ball-field makeovers, landscaping, PTA organizations, Locke room renovations, teacher's lounge upgrades, community centers, Boys & Girls Clubs, and more

Disaster Relief - Building Relief Kits, working with nonprofit support to aid distribution

Public Outdoor Spaces - Community garden, parks,/city parks, walking/hiking trails and more





## thd.co/teamdepot

## SITE VISIT

A site visit will aid you in planning your project to assure it's suitable in work-load, the number of volunteers needed, travel time for associates and any other issues relevant to your volunteers.

#### **Project Site Visit Checklist PLAN YOUR PROJECT**

Project planning provides a detailed time frame for all aspects of a project and is a great tool for Spring Into Service and Operation Surprise. Listed below are a number of resources to help you!

Partner with Team Depot

Project Planning Checklist

Project Playbook

**Giving Guidelines** 

**Project Scope Guideline** 

**Team Depot Volunteer Waiver** 

Volunteer Sign-Up Sheet

2025

HUDDLE

NITY CAPTAINS



## **Nonprofit Resource Guide – Finding Partners**













thd.co/TeamDepot > Community Partners > Nonprofit Resource Guide

- National organizations that have a local presence
- Links to organizations in the Veteran and Community focus areas
- PLUS! Great partners for project planning









#### **Nonprofit Resource Guide**

#### VETERAN PROJECTS

The Home Depot Foundation's mission is to ensure safe, affordable housing for our nation's military veterans, support communities impacted by natural disasters and train the next generation of skilled tradespeople.

The chart below provides a variety of ways to continue participating in the veteran space. The resource nonprofit chart provides organizations that can assist with those opportunities.

Housing or Facility	Veteran Service Organization	Memorials
Animal Services	Nonprofit Facility	Children of Veterans

#### COMMUNITY

Community gives Team Depot the chance to engage in non-veteran areas of interest. These organizations offer great ideas for new captains or associates who are passionate about a cause.

The chart below lists some areas of interest that have been organic to the Team Depot program.

Community Center	Affordable Housing	Disaster Relief
Boys and Girls Club	Habitat for Humanity	Team Rubicon



#### **Partner with Team Depot**









Grant Process Project Types

Plan a Project

Community Partners

Foundation Partners

TEAM DEPOT PROGRAM

Public Relations & Media

Training

Disaster

Huddle

CONTACTS

Courtney Smith

Learning Calls





#### SITE VISIT

A site visit will aid you in planning your p needed, travel time for associates and a

**Project Site Visit Checklist** 

#### PLAN YOUR PRO

Project planning provides a detailed time Service and Operation Surprise. Listed k

Partner with Team Depot

#### **Project Planning Checklist**



PROGRAM OVERVIEW FOR NONPROFITS YOU PLAN TO PARTNER WITH



#### Partner with Team Depot

Objective: This document is intended to inform potential nonprofit organizations of the expectations and capacity needed in working with the Team Depot grant program.

#### Who Are We

The Home Depot Foundation, the philanthropic arm of The Home Depot, works to improve the homes and lives of U.S. military veterans, support communities impacted by natural disasters and train skilled tradespeople to fill the labor gap.

Team Depot, The Home Depot's associate volunteer force, addresses the needs of the communities our associates live and work in and extends the mission of The Home Depot Foundation across the country. Team Depot prioritizes projects within the Foundation's strategic priorities but is not limited by them.

The Home Depot Foundation operates a grant program, which offers funding to support Team Depot in collaborating with local nonprofit organizations to voluntarily carry out various volunteer-friendly tasks. If awarded, these grant funds are specifically allocated for the materials and supplies required by Team Depot to successfully complete these tasks.

#### Who Can Partner

The Home Depot Foundation can grant to nonprofit organizations (501c3, 501c19) that have been in operation for a

2025

#### **Resources – https://Thd.co/teamdepot**



#### **Project Site Visit Checklist**

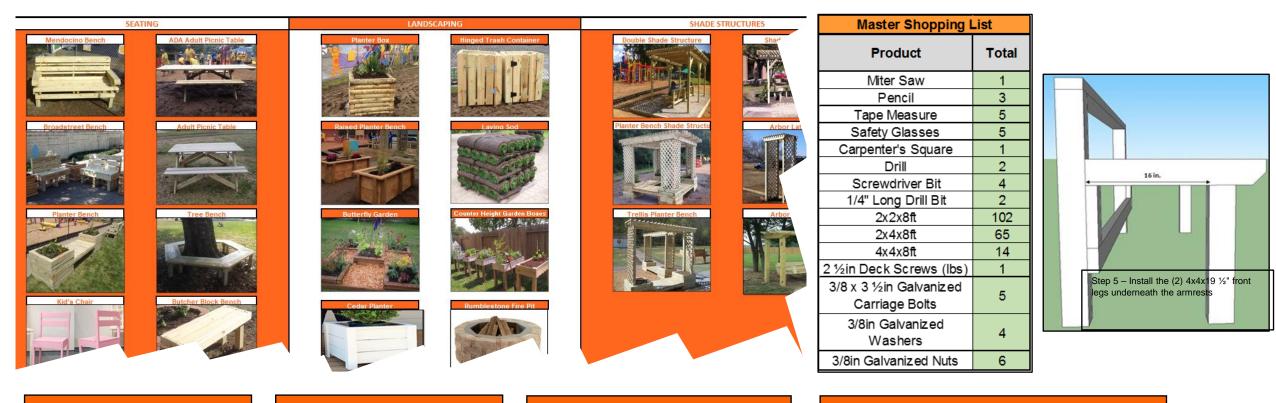
Organization Contact Name:	Phone & Email:
On-site Project Day Host's name:	Phone & Email:
Date of Site Visit:	Proposed Project Dates & Times (i.e
Project Site Address:	
Team Depot Captain Name, Store#, Email &	Phone:



## COMMUNITY CAPTAINS HUDDLE 2025

#### **Project Playbook**

- Save time while doing more! Or, just save time!
- Project ideas with volunteer-friendly instructions
- Generates material & tool lists plus recommends number of volunteers needed



OVER 30 PROJECTS!

#### 15 BRAND NEW PROJECTS!

GREAT FOR ALL SKILL LEVELS

#### MAXIMIZE ASSOCIATE PRESENCE ON PROJECTS







## $\mathbf{X}$



## Ì



# Apply for funding before project

FUNDED

**Types of Applications/Projects** 

# **VOLUNTEER ONLY**

No funding needed

Apply to **record project after** project



# Funded Projects – Eligible Partner Orgs & Documents Needed















**TO APPLY** 

FOR FUNDING



- 1. IRS Determination Letter OR W9
- 2. Certificate of Liability Insurance
- 3. Store Quote





# **Ineligible Partners**







# **Funded Projects - "Giving Guidelines"**

**\$280** per volunteer engaged

on project day











Activates 10-15 associates



Average for single-store project is \$3,000 total



Veteran funding prioritized



# 50% OF ALL PROJECTS SHOULD BE FOR VETERANS

### **Projects: Services Support**

- Limited funding available for tasks requiring professional services
- Consult Services, your area services license manager, or a local contractor when evaluating a home and completing complex tasks that may or may not require special licenses
- Ensure the organization or homeowner has secured any necessary permits prior to beginning task no permits, no project



Team Depot grant can provide funding for professional services For best results, complete all tasks requiring professional services before or after your Team Depot volunteer day





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# **Volunteer Only Projects**

- Projects that are not funded by the Foundation
- Submit Volunteer Only Application after the project date
- Criteria:
  - Minimum of 5 associates
  - Does <u>not</u> include on-site Kids/DIY Workshops or product donations
- Examples:
  - Community Clean-up
  - Packing items at a Food Banks
  - Serving at a Soup Kitchen







2025

WOOL THE CAPTAINS



# **Grant Application – SmartSimple**











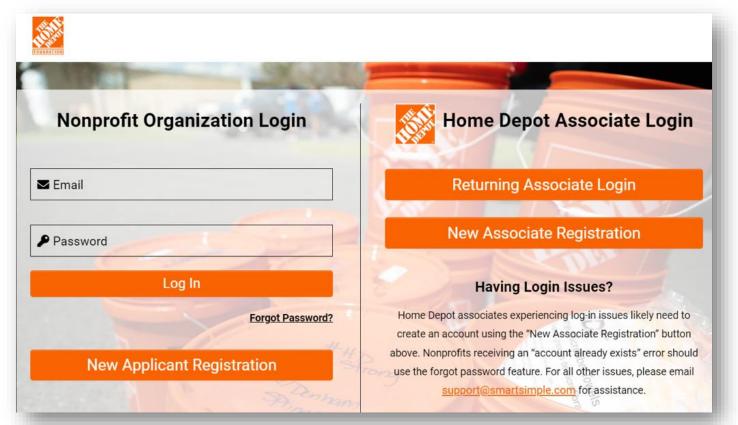


# thd.co/TeamDepot

#### Grant Process

- Project Types
- 🕨 Plan a Project
- Training
- Community Partners
- Public Relations & Media
- Disaster
- Learning Calls
- Foundation Partners
- ► Huddle

- ✓ Where to access Grant Application link
- SmartSimple Demonstration Video
- Step by Step How-To Guide



## **Grant Application**

#### Before applying for a grant, ensure:

- Site Visit complete
- Project Scope of Work determined. Scope of Work adjustments may occur upon review
- You're prepared to write a good project description. Why are we doing each project?
- Project date selected that is 4-6 weeks in advance
- Expectations have been set with nonprofit partner and beneficiary that an application is not a guarantee of approval.
- Store Manager and/or District Community Captain are aware

#### Documents needed for application:

- Document showing <u>FEDERAL</u> EIN (Employer Identification Number). No state documents will work.
  - If Nonprofit IRS 501c3 or 501c19 Determination Letter
  - If Government Agency W9
- Store Quote that matches the request amount
- Declaration Page of Liability Insurance Coverage dates should cover project date



## **Team Depot Grant: Delays & Declinations**

#### DELAYS

- Poor "Project Description"
- Missing/Expired Documents
- Quote doesn't match "Project Description"
- Unaware that application is in "Revisions Requested"

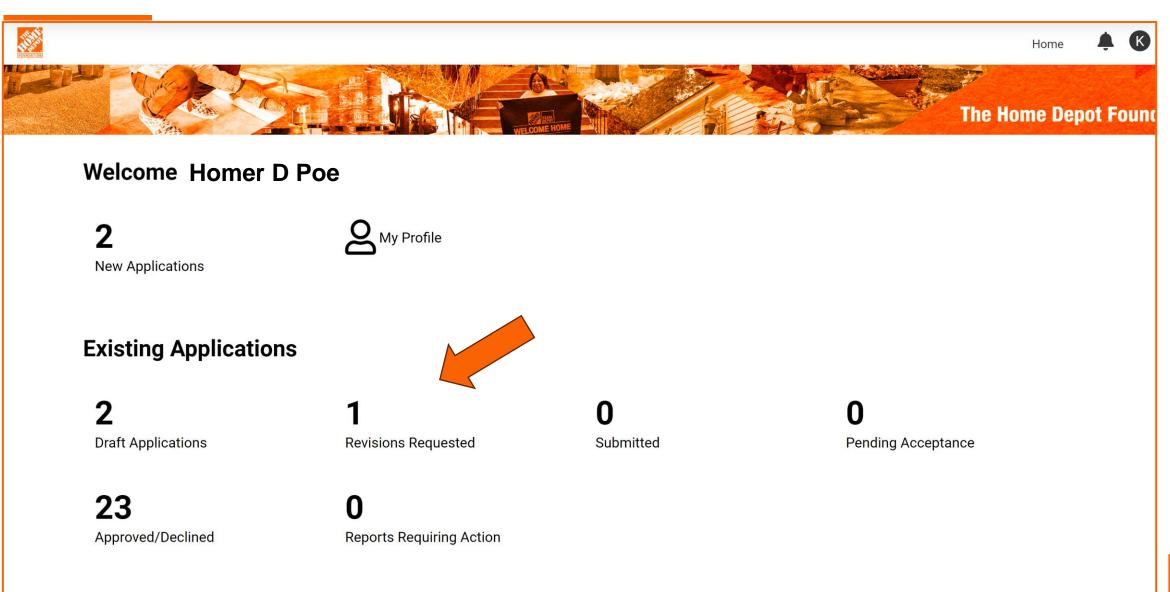


#### DECLINED

- Donation Requests without associate volunteer activity
- Lack of lasting impact
- IRS non-profit status (EIN) can't be verified

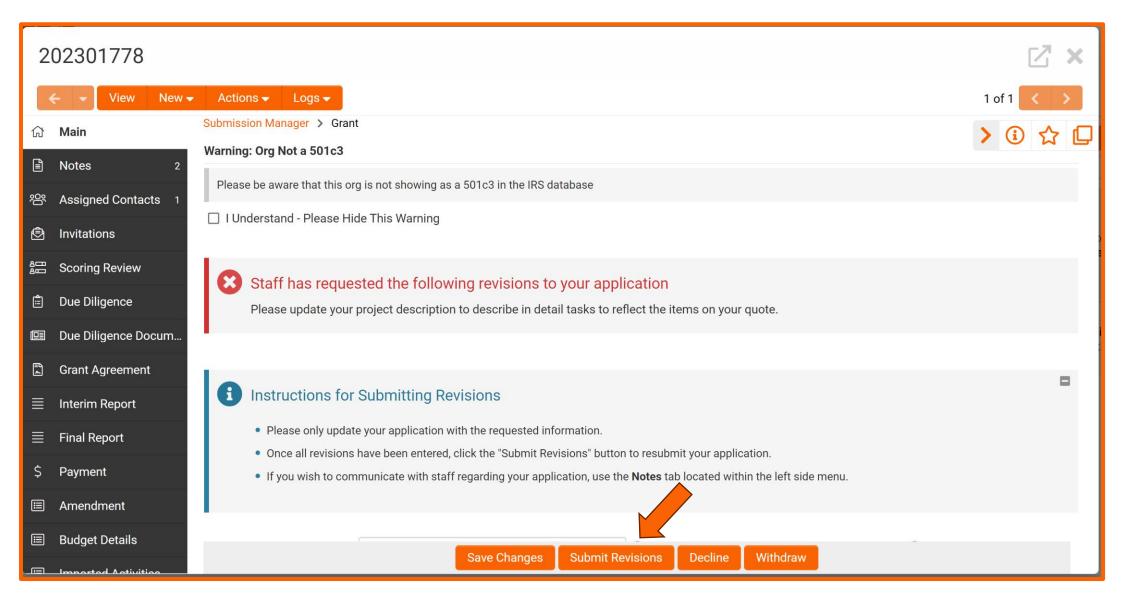


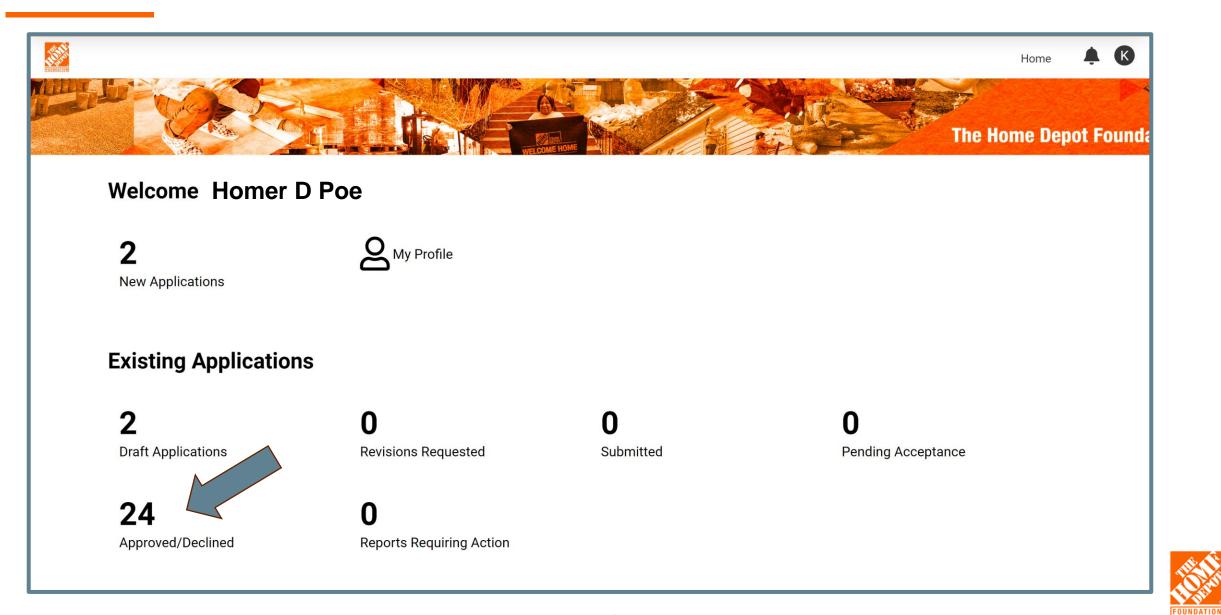
#### **Grants in Revision Status**

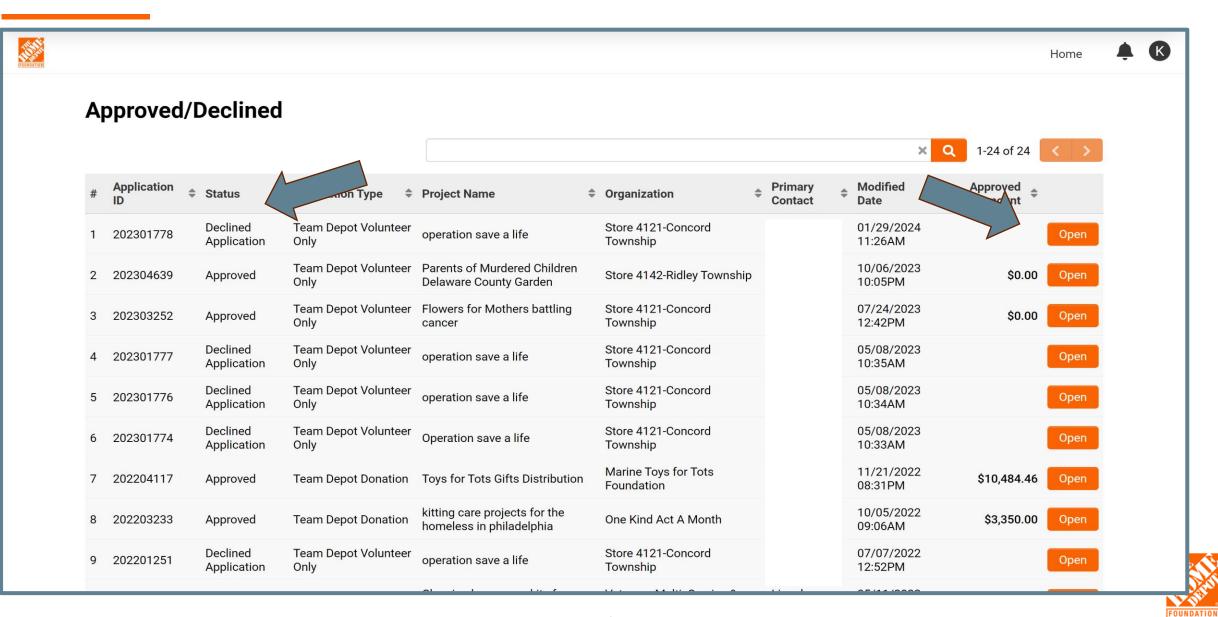


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### **Applications in Revision Status**







Constants		Home 🌲 🚯
Actions - Logs -		1 of 24 < >
☆ Main	1178	> 🛈 🗖
Notes 1	Application Type: Team Depot Volunteer Only Organization: Store 4121-Concord Township	
lnvitations	Primary Nonprofit Krista McKinstry 🗹 Contact:	
	OVERVIEW ATTACHMENTS	
	Application Summary	📃 ЈИМР ТО
	✓ Grant Summary	<b>Grant Summary</b> Volunteer Info
	Project Title	Sponsoring Home Depot Community Captain
	Please list a short title for your project (limit to under 25 words)	Facility Contact Information
	operation save a life	
	Project Description	_
	Please provide an overview or summary of your project. Please include details such as unit count/size, facility amenities, populations being served, community integration, short and long term goals of the project, etc)	
	associate volunteers loaded cars with co2 and smoke detectors	
	✓ Volunteer Info	NEXT >

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🖻 Invitations	Type: All -> From: mm/dd/yyyy  To: mm/dd/yyyy  Sort By: Newest to Oldest ->	
		1-1 of 1 < >
	1 01/24/2024 01:13 PM	
	Type: Note to Applicant	
	Donations are not acceptable as projects. Future request would require detailed volunteer engagement.	
	By: Chuck Segel	

## You're Approved – What's Next

- Confirm project date, start and end times
- Set delivery of product and special orders
- Recruit volunteers and post sign-up sheet
- Confirm beverages and/or snacks
- Confirm restroom, power and water access
- Confirm volunteer parking
- Create trash removal plan
- Create a weather contingency plan / backup projects
- All projects must begin with an orientation session on safety and potential hazards











# **Quarterly Donation Coupons**



	QUARTERLY		
Sent Month:	February, May, August, November		
From:	TeamDepotCoupons@homedepot.com		
То:	SM or Facility Manager & ASDS emailed DIRECTLY		
Issues:	TeamDepotCoupons@homedepot.com		
Quantity:	\$300 in (6) \$50 coupons		

- Coupons can only be printed once
- Reach out to: <u>TeamDepotCoupons@homedepot.com</u> for additional coupons!

## **Disaster Donation Program**

Contact Field Manager ASAP for approval

- Field Manager can activate a minimum of \$1,000 for product donation (to nonprofits and government agencies) per district per disaster
- Store quote and org's IRS 501(c)3 letter (or W-9 form for government agencies) required
- Once approved, upload documentation and donation information to <u>http://foundation.homedepot.com/</u>
  - Select "Disaster Relief Donation" for project type
- Home Depot gift cards will be emailed to Store Manager
- American Red Cross already has disaster donation funding
  - Requestor should contact their internal disaster logistics coordinator





### **Volunteering in Disasters**



Notify Field Manager THDF Partners help mobilize volunteers in times of disaster

Know disaster zones, prevent unsafe environments and help with logistics (food, water, bathrooms, etc.)

Safety is critical; be aware of the insurance process

**Do:** Debris Removal,

Aid Distribution, Kitting



Share your story

#### Don't:

Water rescues, Damage assessments

#### REMEMBER TO REQUEST FREE TEAM DEPOT SHIRTS FROM YOUR FOUNDATION FIELD MANAGER



### Wildfire Disaster Response

- Submit disaster donation requests to Foundation Field Manager for approval
  - American Red Cross has a funded ProX account and should not request donations. Refer requestor to the logistics coordinator for the disaster

#### Fires present minimal volunteer opportunities; safety first

- Consider volunteering at local shelters or supply distribution points
- Construct sifters (must include warning sheet with each sifter)
- Associates cannot sift through ash as part of a Team Depot project
- Consider Team Depot projects when focus shifts to long-term recovery

#### WARNING

Ash from burned structures has been found to contain various hazardous substances, including metals such as lead, arsenic, and cadmium; asbestos, and PCBs, among other hazardous substances. To avoid the risk of exposure to hazardous substances in ash. it is best to avoid contact with ash from structural fires entirely; however, if contact with ash is unavoidable, such as when homeowners return to their property following a fire, they should wear personal protective equipment to reduce the risks of their exposure to ash. Many local and state health agencies recommend that long-sleeved shirts and long pants be worn to minimize skin exposure to fire ash and other particulate debris; that appropriate puncture/crush-resistant footwear and work gloves be worn to protect hands and feet; that safety glasses or goggles be worn to protect the eyes from physical damage due to ash exposure; and that a properly fitted dust mask (NIOSH N-95 equivalent respirator or better) be worn while exposed to ash. Finally, to ensure ash and other contaminants from a structure fire are not disseminated elsewhere outside the burned areas, health agencies also recommend that personal protective equipment be taken off prior to entering a vehicle and/or leaving the area. You should contact your local health department for more specific information on how to reduce the risks of exposure to ash before accessing the site of a structure fire.



#### **Team Depot Gear & Support Swag**

- Projects scheduled within specific campaign windows will typically receive Team Depot "Swag kits"
- T-Shirts will only be sent out during Operation Surprise and while supplies last.
- Operation Surprise shirts are unique, annually.
- Swag kits may include; Hats, recruitment items, project leave behind items, appreciation gifts for volunteers etc.
- Additional Swag like tents, t-shirts, banners/flages, and captain specific items can be PURCHASED @ the Gear Store.



## **THDGear Team Depot Gear**





## **Team Depot Apron Badge**

- Tool box represents all the ways we "Give Back"
- The Chevrons represent our commitment to Veterans
- The Orange in the chevrons represents our orange blooded hearts
- Associates earn by volunteering with Team Depot
- Wear on your Apron like a Homer Badge
- Identifies associates willing to volunteer
- Brings awareness of the Team Depot program to associates who haven't participated.





## **Ordering Team Depot Swag**

Associate's

- THDgear (bdasites.com)
- Log in as an associate or create an account
- Search for Team Depot under the "Brands" tab
- Purchase using the stores P-card for bulk orders or personal card for personal orders.

		Store/Fac	ility		
Mv Ap	ron 븆	Applicati	ons ➡	Ariba	
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# **Next Steps For A Smooth Start**

- Homer Fund
  - Campaign (7/7 8/8) kickoff call in May invites not sent
  - Get an early start on building financial support
  - Brush up on grant acumen by watching the video on THDHomerFund.org
- Team Depot
  - Read SOP THD.co/TeamDepot > Project Types
  - SmartSimple Training Video (Grant Application System)
    - THD.co/TeamDepot > Grant Process
  - Spring Volunteer Campaign (April 1-30) start looking for projects!
  - Meet your Captains! Directory at THD.co/TeamDepot, top of page.





### Next Call – 6/12 – Quarterly Call – invites coming soon!



