Q1 & Learning Call

Friday, March 25th

INTERNAL USE

Agenda

- Smart Simple Live Demo
  - Adding a nonprofit
  - Project titles and description
  - Revisions Requested
- Store Sponsored
  - Versus Product Donation
  - Project Criteria
- Spring Into Service
  - April 1st – May 15th
  - Project Planning Resources

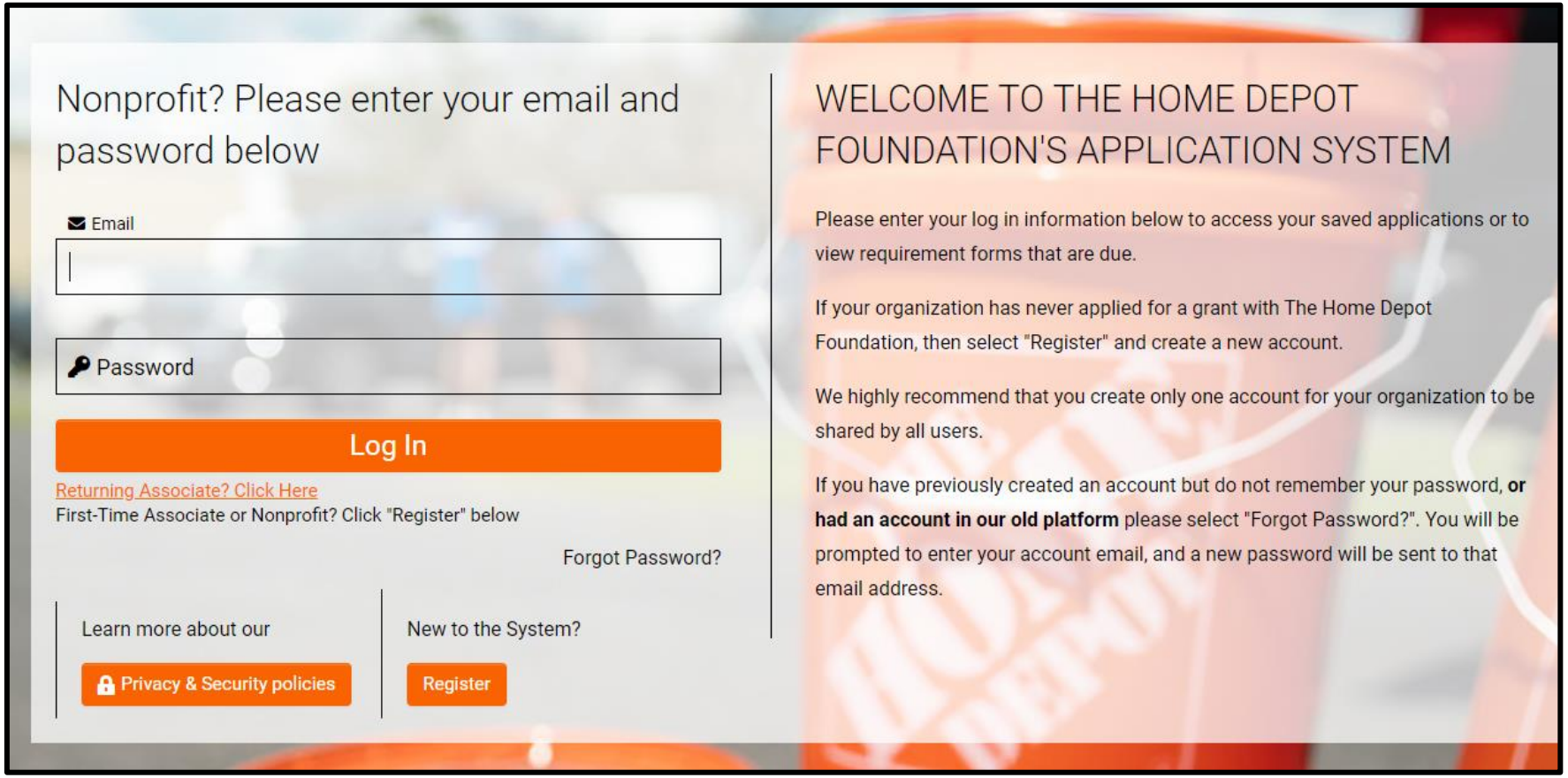
Learning Call Registration

Click this link to register for today's call

INTERNAL USE

Grant Application System

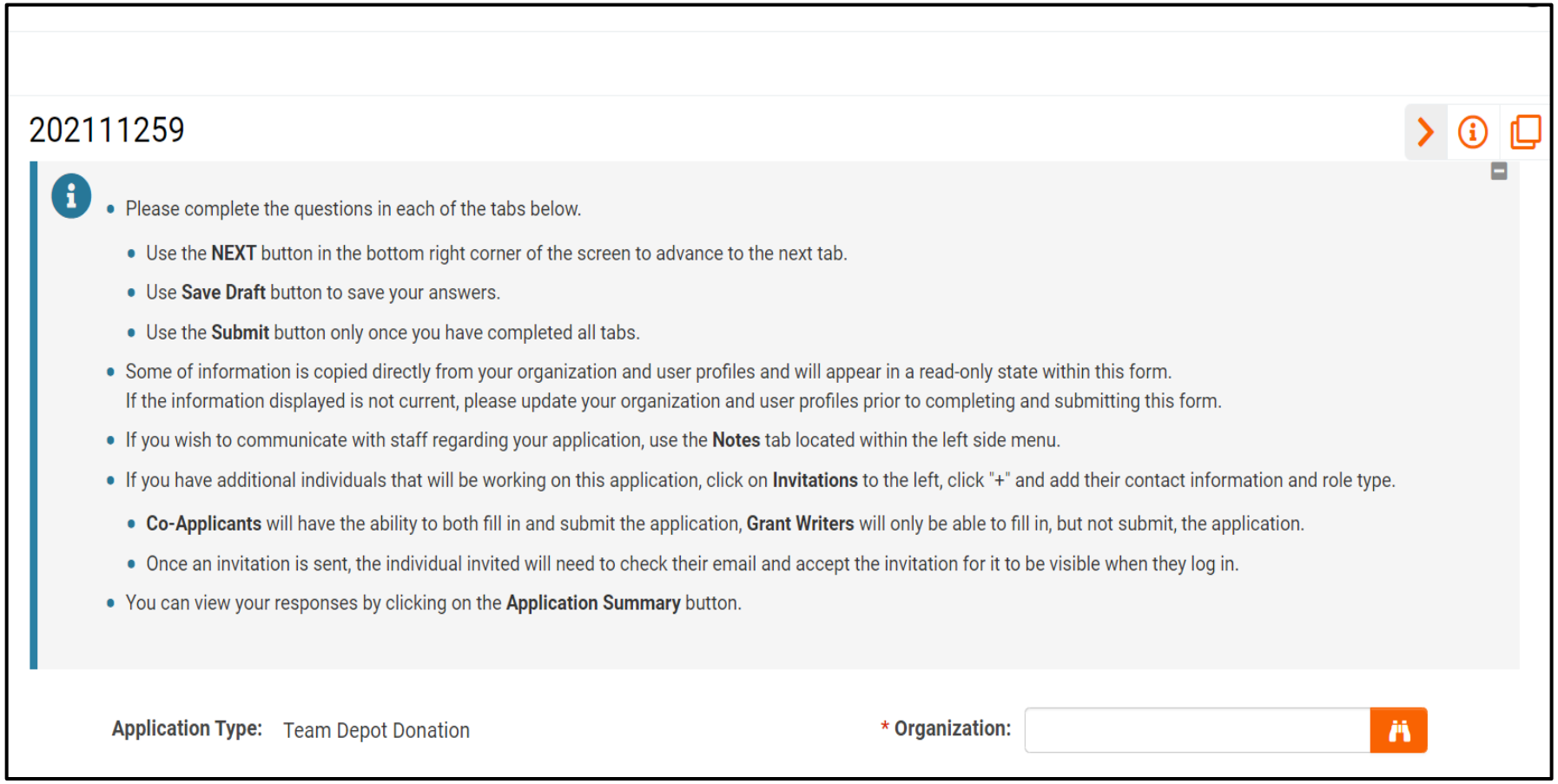
- **Welcome to SmartSimple! - http://foundation.homedepot.com/**
- **System Features:**
  - One link for all applications
  - Application entirely online
  - Utilizes single sign-on for associates
  - Gives visibility to submitted applications
  - No project funding request form required



INTERNAL USE

Adding a Nonprofit Partner Step 1

- **Starting an Application - http://foundation.homedepot.com/**
- **Initial Instructions:**
  - Navigating steps
  - Save your draft
  - Inviting co-applicants
  - Review application summary



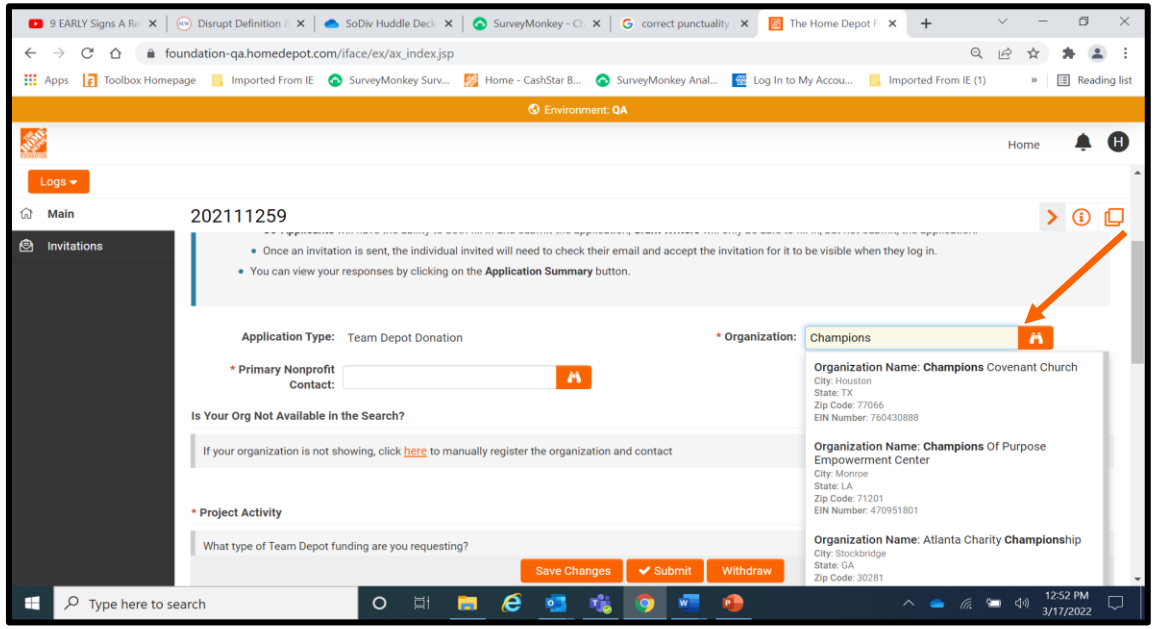
INTERNAL USE

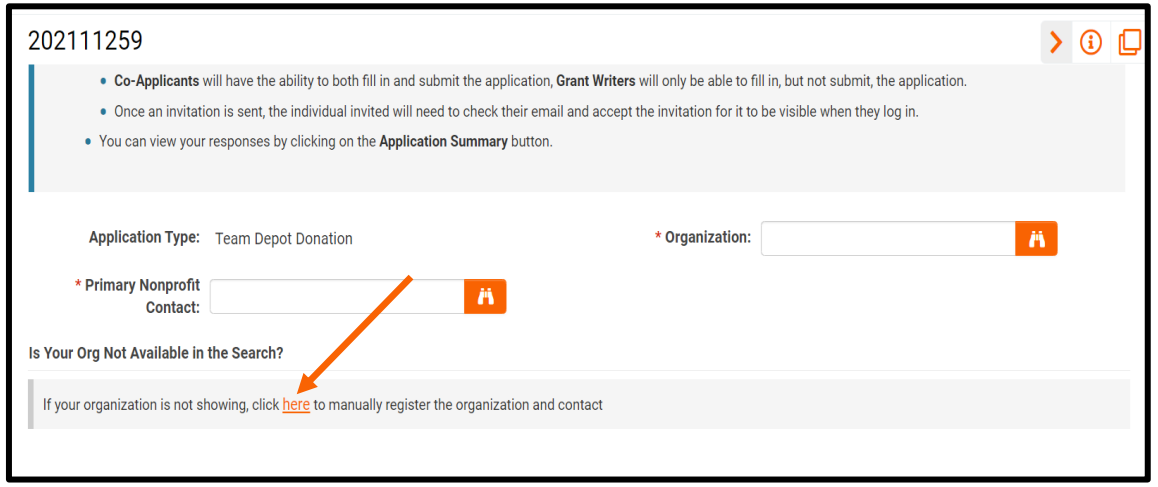
Adding a Nonprofit Partner Step 2

Nonprofit Search:

- Type in name of partner org
  - Options will appear
  - Choose right option if listed

- No option appears
  - Choose manually add button



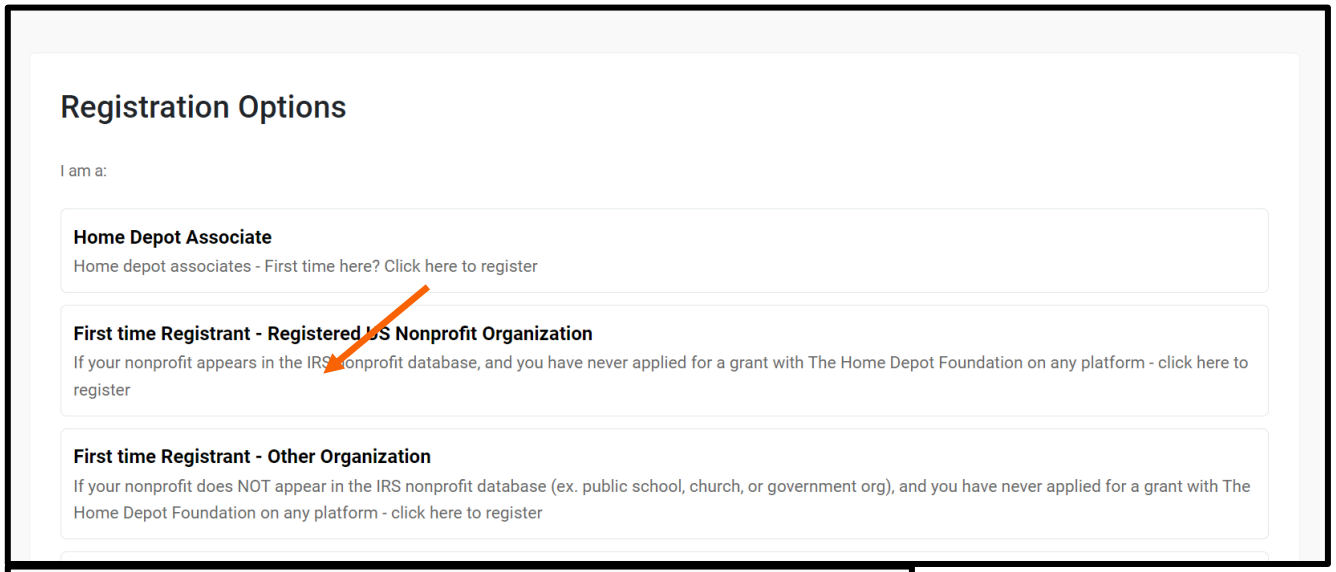


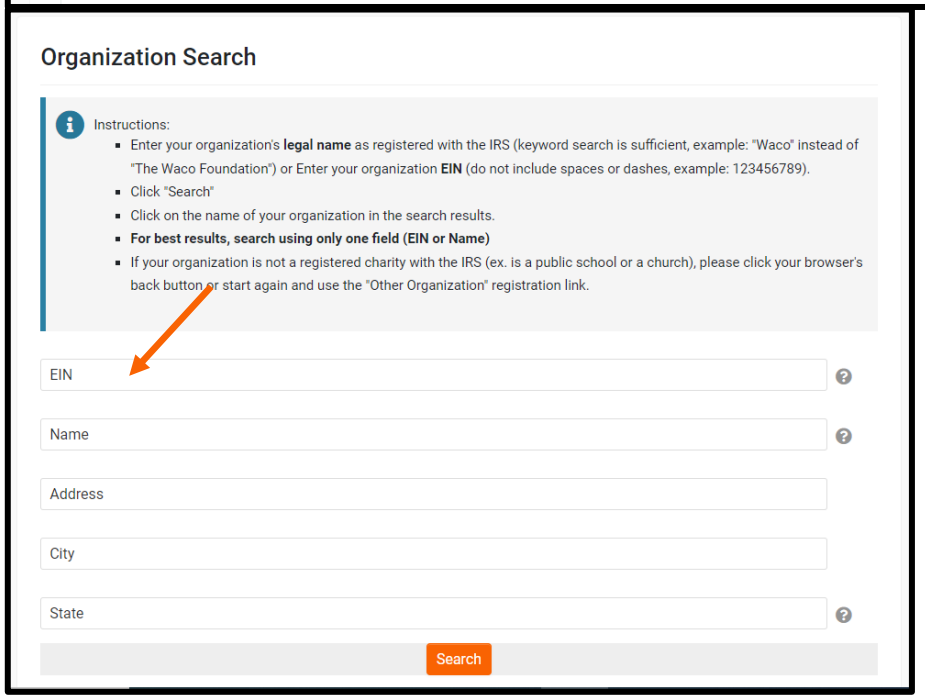
INTERNAL USE

Adding a Nonprofit Partner Step 3

Register Your Nonprofit:

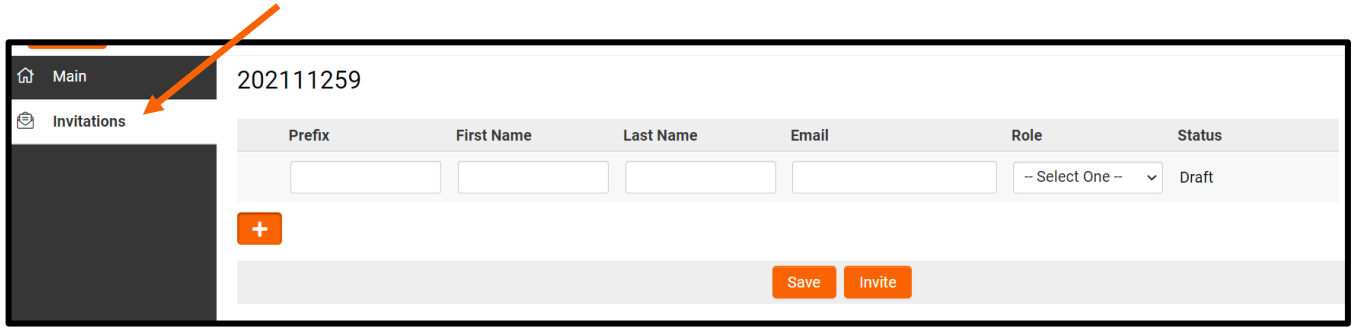
- Registered US Nonprofit
  - Most orgs fit this category
  - Habitat, Rebuilding Together, or VFW
- Other Organization
  - Any government, school, fire/police department
- Enter EIN number for verified system search
  - Add organization

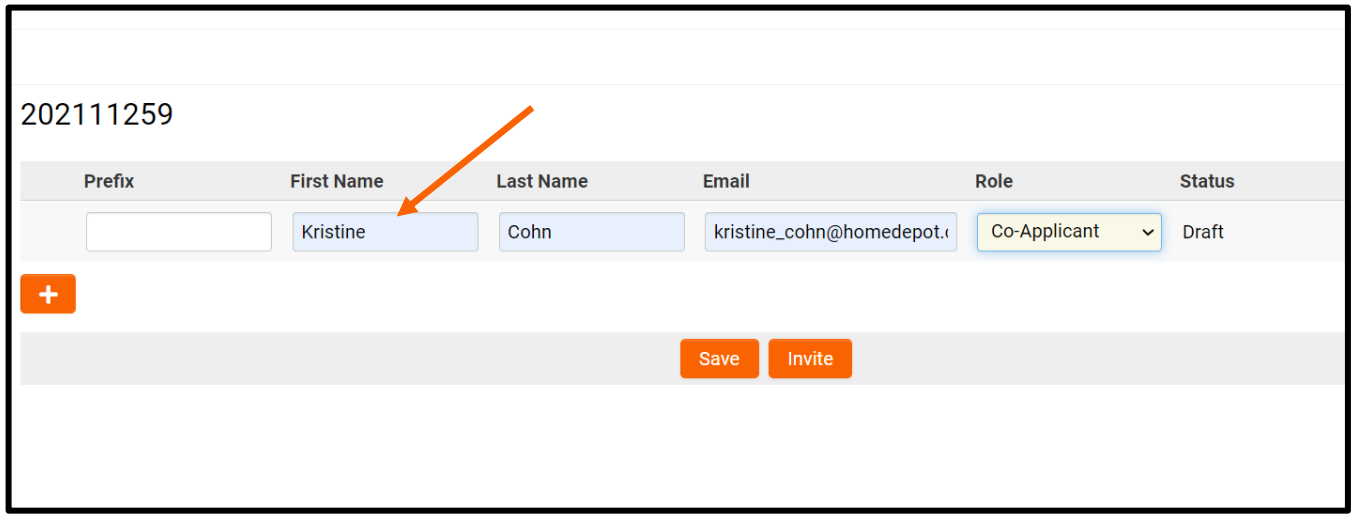




Invitations Part 1

- Invite nonprofit or co-captain
- Email from: thdfoundation@smartsimplemailer.com





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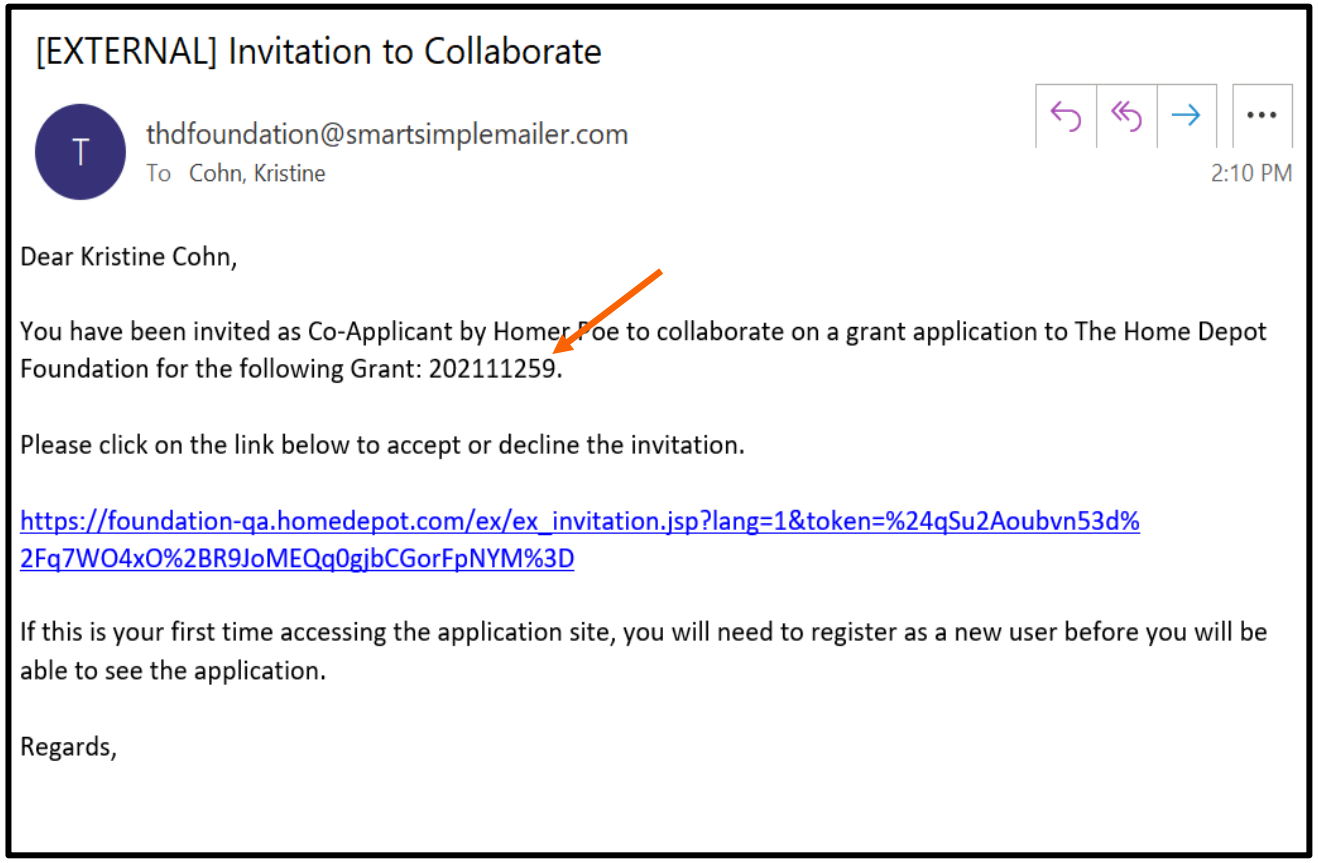
Invitations Part 2

- Email from: thdfoundation@smartsimplemailer.com
- Direct application link and grant number



[EXTERNAL] Invitation to Collaborate

T thdfoundation@smartsimplemailer.com
To Cohn, Kristine
2:10 PM

Dear Kristine Cohn,

You have been invited as Co-Applicant by Homer Poe to collaborate on a grant application to The Home Depot Foundation for the following Grant: 202111259.

Please click on the link below to accept or decline the invitation.

https://foundation-qa.homedepot.com/ex/ex_invitation.jsp?lang=1&token=%24qSu2Aoubvn53d%2Fq7WO4xO%2BR9JoMEQq0gjbCGorFpNYM%3D

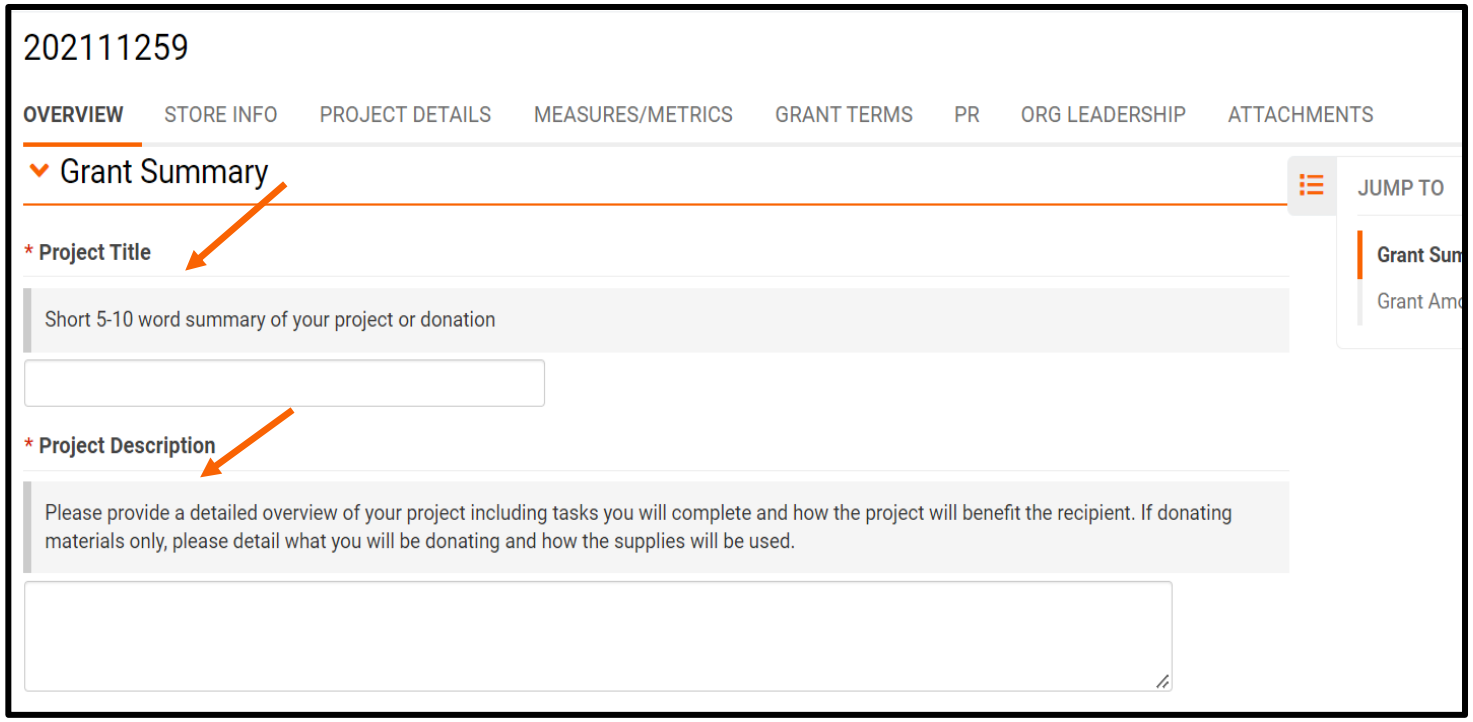
If this is your first time accessing the application site, you will need to register as a new user before you will be able to see the application.

Regards,

INTERNAL USE

Project Titles and Descriptions

- Project Title
  - Quick 5 – 10-word summary of project
- Project Description
  - Includes a detailed summary of project
- Complete all application fields with denoted*



Examples:

Project Title: Team Depot will build wheelchair ramp for marine veteran who does not have safe access in and out of his home. We want to provide a safe place for him to maneuver for enjoyment with his family.

Project Description: Veteran Wheelchair Ramp

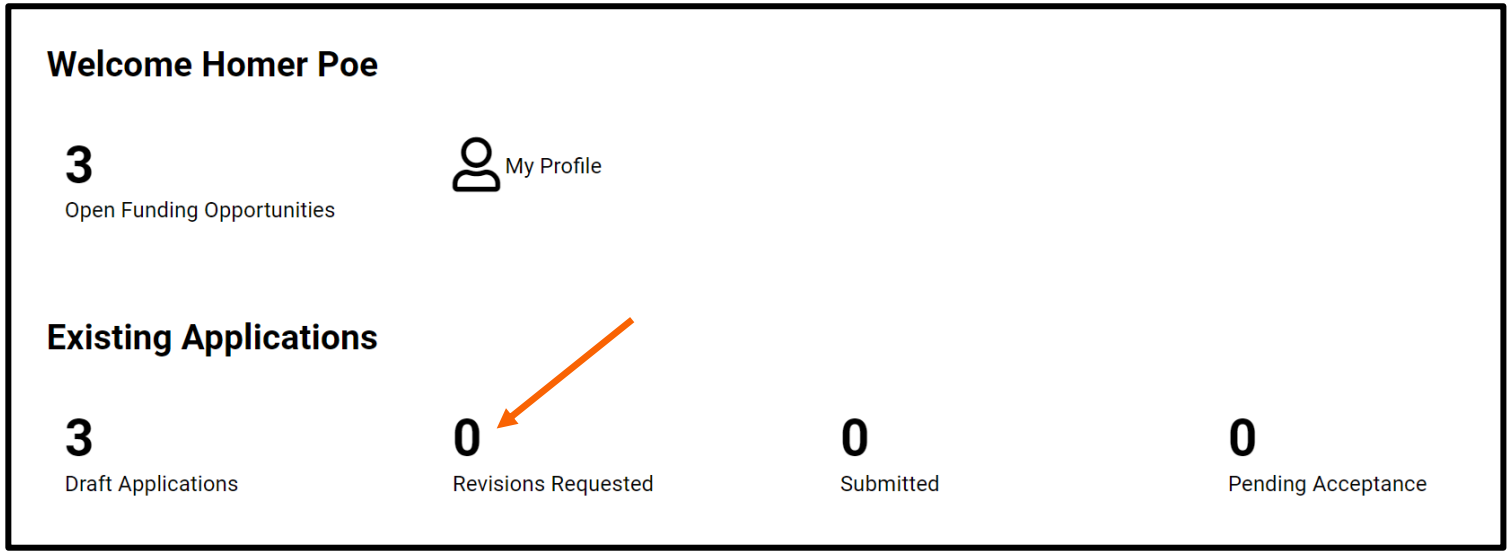
Project Title: Playground Improvements for Riverside Elementary

Project Description: We will be adding new mulch to the playground area, repainting playground equipment, and building raised garden beds and pulling weeds.

INTERNAL USE

Revisions Requested

- #1 reason applications are delayed
- Revision emails come from: thdfoundation@smartsimplemailer.com
- Completing request returns application into review queue



INTERNAL USE

Store Sponsored Projects

Store Sponsored

- Activity is NOT funded by Foundation
- Minimum of **5** Team Depot associates participate
- No Kids/ DIY workshops at store (***outside THD property is ok***)
- Donation must be accompanied with Team Depot activity

Product Donation

- **Program Closed 10/31/2021**
- **Team Depot grant applications requesting only a donation of product with no volunteer activity will not be accepted**

THD.CO/TeamDepot

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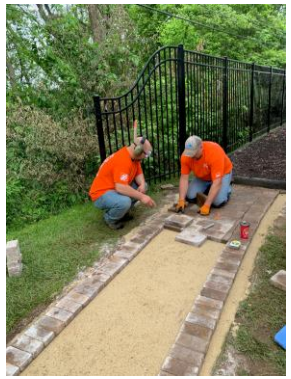
Spring into Service

April 1 – May 15

Submit applications ASAP

Veteran Focus

Swag kit will be sent with each project



INTERNAL USE

Learning Call Registration

Click this link to register for today's call

INTERNAL USE

Team Depot Best Practices

Q&A

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Huddle Highlights

Project Tips and Resources

INTERNAL USE

Tools For You

THD.co/TeamDepot

THE HOME DEPOT TEAM DEPOT

2022 CAPTAIN DIRECTORY | NEW CAPTAIN/UPDATE INFO

TEAM DEPOT

- Team Depot Grant Process
- Team Depot Programs
- Plan a Project
- Team Depot Training
- Community Partners
- Public Relations & Media
- Disaster
- Team Depot Learning Calls
- Foundation Partners
- Team Depot Huddle

TEAM DEPOT PROGRAM CONTACTS

Courtney Smith
Northern Division, Manager

Ryan Braddy
Western Division, Manager

Kristine Cohn
National, Team Depot Training

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 the 2H Team Depot programs and beneficiaries, click **here**.

TEAM DEPOT GUIDANCE

With the safety of our associates and community members as our guiding principle, **Phase 3** of the Team Depot program is now available. The new Program Resource Guideline, provides a menu of options for Community Captains to consider that meets their store's operating environment while adhering to CDC and government guidelines. To choose from a variety of program options, **click here for the Team Depot programs**.

Additionally, we have updated our **Team Depot COVID Operating Guidelines** and **waiver** to include COVID-specific guidance for Team Depot projects. Any Community Captain that is doing a project must follow these guidelines until further notice.

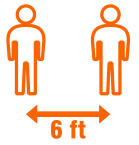
@homedepotfound

TD SOP – Call Outs

It is mandatory that the Team Depot Operating Guidelines are reviewed by each Captain and followed on all Team Depot projects

- Found on THD.co/TeamDepot

25 volunteers or more are permitted in a single location *(shifts allowed)*



Volunteers **must adhere to current local Government Agencies' policies** for social gatherings *(number of volunteers, social distancing, etc.)*

Only pre-registered THD associates may participate; no walk-ups or family members/friends. **Nonprofit project leaders allowed.**

Prior to the start of the project, all participants **must attend a safety and process** briefing to review:

- Social distancing guidelines
- Cleaning and sanitation guidelines
- PPE guidance

At a minimum, associates must be provided **gloves, face protection, hand sanitization supplies** or a hand washing station

INTERNAL USE

Team Depot Projects

THD.co/TeamDepot

- **Kitting/Parking Lot** – Sanitation Kits, Disaster Kits, Picnic Tables, Benches, etc.
- **Nonprofit facilities** – VFWs/American Legions, Food Banks, Veteran Services Organization, Schools, Boys and Girls Clubs, etc.
  - May do interior work according to guidance in SOP
  - Kids – no direct interaction – more guidance in SOP
- **Outdoor** – Parks, Community Gardens, etc.
- **Housing** – Exterior only unless housing is unoccupied (i.e. new Habitat for Humanity Build)

INTERNAL USE

Closing

Q&A

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