

PRESENTATION GUIDELINES

In order to facilitate the County's presentation to the Commission, please provide the supporting documents and materials described below. The County Brief is an opportunity for the Counties to explain, showcase and highlight the Innovation Project Proposal by addressing the need and stating the desired learning objectives. The PowerPoint Presentation will assist the County in highlighting key points of their innovation project plan and the biographies of presenters provides background information for the Commissioners.

1. County Brief
 - a. Recommend 2-4 pages total and should include the following 3 items:
 - i. Summary of Innovation Plan / Project
 - ii. Budget
 - iii. Address any areas indicated in MHSOAC Staff summary
 - b. Submit brief to MHSOAC 2 weeks prior to presentation to Commission
2. PowerPoint Presentation
 - a. Recommend 5 slides and include the following 5 items:
 - i. Presenting Problem / Need
 - ii. Proposed Innovation Project to address need
 - iii. What is innovative about the proposed Innovation Project? How will the proposed solution be evaluated (questions and outcomes)?
 - iv. Innovation Budget
 - v. If successful, how will Innovation Project be sustained?
 - b. Submit PowerPoint to MHSOAC 10 days prior to presentation to Commission
3. Biography of Presenters
 - a. Recommend brief 1-2 sentences for the County staff who will be presenting in front of the Commission
 - i. Include specific names, titles, and areas of expertise in relation to Innovation Plan / Project
 - ii. Names of Presenters are due on the first Friday of the month in which you are calendared
 - b. Submit bio to MHSOAC 2 weeks prior to presentation

Please note: Presentation documents should be received 2 weeks prior to presentation and PowerPoint should be received 10 days prior to presentation to allow preparation of materials for public distribution. If the County is unable to submit their materials by the due dates for the Commission meeting, the County must make at least 50 copies and bring the handouts / documents to the Commission meeting for the Commissioners and the public.

The MHSOAC encourages community stakeholders to attend Commission meetings and support the presentation with public comments.