

# MCAP Annual Human Services Conference

May 3-5, 2016 - Towson, MD



**Maryland  
Community  
Action  
Partnership**

**Learn, Network, Collaborate & Celebrate MCAP's 30th!**

## Call for Presenters

The Maryland Community Action Partnership is seeking dynamic experts who will teach, inspire and motivate government and nonprofit organizations from throughout Maryland, Delaware and the District of Columbia at the annual Human Services Conference.

Selected Presenters will have:

- ✓ A proven approach to success in the workshop topic.
- ✓ An interactive presentation approach that ensures optimal learning opportunity for the audience.
- ✓ A high-energy, engaging style that will add to the overall success of this annual Human Services conference.

**The Maryland Community Action Partnership (MCAP)** is a nonprofit, state/region association that advocates on behalf of low-income families in Maryland, the District of Columbia, and the state of Delaware, to ensure their voices are heard at the local, state and national levels. In addition MCAP supports the mission and activities of Community Action Agencies throughout the state. The State Association is composed of 17 community action agencies, 15 of which provide direct human services and two (2) are governmental agencies; together they work to lead families to self-sufficiency and independence of public programs.

The State Association provides technical assistance and training to the board of directors and staffs of these agencies, as well as, as to other nonprofit organizations with similar missions who may partner with community action agencies.

The mission of MCAP is to facilitate the exchange of information, offer training, develop funding sources and program models, influence public policy and represent the interest of member agencies and their clients.

We are asking for proposals from experts nationwide to address these topics **at an INTERMEDIATE or ADVANCED LEVEL:**

Expect 40-80 attendees at each session

May 3-5, 2016 (90 minute sessions) – Conference Break-out Sessions

- **Emergency Assistance Services** (such as Ending Homelessness and Hunger; Best Practices for Helping People in Poverty; Successful Partnerships, Models for Hunger Service Providers)
- **Direct Service and Clinical Practice** (such as Effective Intake / Assessment Tools; Model Youth Programs; Poverty and Race; Model Family Development Programs; Successful Mental Health Programs; Programs to Reduce Incarceration; Family Development; Working with Diverse Populations.)
- **Management & Administration** (such as Evaluating Employees; Fundraising; Program Management Tips; Grant-Writing; Monitoring; Establishing Partnerships; Best Practices; Budgeting; Volunteerism; Benefit of using College Interns; Advance; Communication; Technology Advances; Social Media; Working with Difficult People; Program Evaluation;; Workplace Safety.)
- **Board Governance** (such as Roles and Responsibilities of Board Members; Introduction of Federal Organizational Standards; Roles and Responsibilities of Head Start Policy Councils; Advantages of Advisory Boards; How to Evaluate Executive Directors; Recruiting Board Members; Effective Policy Development; What Board Members Need to Know about Financial Statements and Balance Sheets; Succession Planning, Strategic Planning 101; Effective Advocacy; Executive Director Compensation and Contracts)

We invite you to review past topics on the MCAP website:

<http://maryland-cap.org/flyers/confereneItinerary12192015final.pdf>

## **We Welcome Your Proposal**

Please send your proposal to Susan Gove, Conference Manager at [sgove@gove.org](mailto:sgove@gove.org). You will receive a confirmation of receipt within 48 hours. For questions, please call 412.431.5087.

**Please feel free to forward this Call to others you know who are experts in these fields.**

## Submitting a Proposal (Note: up to 3 people may propose to present as a panel)

### Proposal Timeline

Submission deadline: January 31, 2016  
Notification of acceptance: February 10, 2016

Proposals should use this format and sent in a PDF file:

Topic:

Session Title:

Presenter(s) -- Name, full contact info:

Level (Intermediate or Advanced):

A max 200 word description:

Presenter(s) Bio(s)

Please ensure that your proposal includes information that will enable the reviewers to rate it based on the following:

### Selection Criteria

Each proposal will be carefully reviewed and decisions will be made as follows:

The outline of the session included its objectives and expected outcomes.	10 points
There is evidence that the information is based in proven best-practice.	20 points
There is evidence that the information will be able to be implemented with a reasonable amount of cost and effort.	20 points
There is evidence that the audience will leave the workshop with specific steps or an organized plan to be able to implement the suggestions.	20 points
The presenter included an opportunity for questions and discussion among the audience members and the presenter.	10 points
The presenter included his/her qualifications to be presenting this material.	10 points
The presenter included evidence of successful work with nonprofit organizations.	10 points
<b>Total</b>	<b>100 points</b>

***MCAP's faculty reimbursement policy does not permit MCAP to pay honorariums or expenses. MCAP will offer a registration discount to all selected presenters and co-presenters who choose to attend the whole conference.***