

2015 Human Services Conference Workshops at a Glance

May 12-14, 2015
at Turf Valley
in Ellicott City, MD



This year's conference features two and half days of training workshops that will satisfy a variety of knowledge levels. Participants have the option of choosing workshops from six different tracks: Administration & Governance, Direct Services, Emergency Assistance Services, Early Childhood Development, WAP and MEAP/EUSP. Maryland Community Action Partnership is partnering with University of Maryland Family Science Department to provide Continuing Educational Units.

Workshops subject to change.

**Visit www.maryland-cap.org
for online registration information**

**To register by mail, please send check
or P.O. and Registration forms for each
registrant to:**

**MCAP, C/O Ms. Sandra Sims, Executive
Assistant, 420 Chinquapin Round Rd., Suite
2 - I, Annapolis, MD 20401**

or Fax this form to: 443-482-5104

Day One: Tuesday, May 12, 2015	
8:00a - 5:00pm	Registration and Information
1:00 - 2:00	Opening Session
2:00 - 4:00	<i>Management & Governance: Roma: Change Theory Part 1</i> <i>Direct Services: Substance Abuse: Heroin</i> <i>Emergency Assistance: ESG Grantee Administrative Session</i> <i>Early Childhood Development: Mental Health for New Mother</i>
4:15 - 5:30	<i>Management & Governance: Roma: Change Theory Part 2</i> <i>Direct Services: Mental Health Trauma/ Crisis Intervention</i> <i>Emergency Assistance: Human Information System (HMIS)</i> <i>Early Childhood Development: Fatherhood Initiative</i>
6:00 - 9:00	Networking Reception
Day Two: Wednesday, May 13, 2015	
8:00a - 5:00pm	Registration and Information
8:00 - 9:30	<i>Management & Governance: The Frame Work & Process of Developing a Community Needs Assessments</i> <i>Direct Services: Domestic Violence</i> <i>Emergency Assistance: Rapid Rehousing</i> <i>Early Childhood Development: MD Excels Certification</i> <i>MEAP/EUSP: Special Session</i> <i>Weatherization: Special Session</i>
10:00 - 11:30	<i>Management & Governance: Organizational Standards for Fiscal Accountability</i> <i>Direct Services: Effective Case Management Strategies</i> <i>Emergency Assistance: Homeless Prevention Diversion</i> <i>Early Childhood Development: Intervention Techniques for Extreme Behaviors</i> <i>MEAP/EUSP: Special Session</i> <i>Weatherization: Special Session</i>
11:30 - 1:30	Lunch on Your Own
1:30 - 3:00	<i>Management & Governance: Personnel Policies & Procedures</i> <i>Direct Services: Abuse & Neglect</i> <i>Emergency Assistance: Best Practices: Prevention (Panel)</i> <i>Early Childhood Development: Healthy Beginnings</i> <i>MEAP/EUSP: Special Session</i> <i>Weatherization: Special Session</i>
3:00 - 5:00	<i>Management & Governance: The Critical Elements of Board Bylaws</i> <i>Direct Services: Stress Management</i> <i>Emergency Assistance: Best Practices Homelessness Prevention</i> <i>Early Childhood Development: Car Seat Safety</i> <i>MEAP/EUSP: Special Session</i> <i>Weatherization: Special Session</i>
7:00 - 11:00	Awards Banquet / Gala
Day Three: Thursday, May 14, 2015	
8:00a - 5:00pm	Registration and Information
8:00 - 9:30	<i>Management & Governance: Strategic Planning</i> <i>Direct Services: Conflict Resolution pt1</i> <i>Emergency Assistance: Supplementing Food Pantry Items</i> <i>Early Childhood Development: Business Training for Childcare Providers</i> <i>MEAP/EUSP: Special Session</i> <i>Weatherization: Special Session</i>
10:00 - 11:30	<i>Management & Governance: Compensation</i> <i>Direct Services: Conflict Resolution pt2</i> <i>Emergency Assistance: The Impact of Hunger (FP)</i> <i>Early Childhood Development: Supporting Immigrant & Dual language Mothers</i> <i>MEAP/EUSP: Special Session</i> <i>Weatherization: Special Session</i>
11:30 - 1:30	Partnership Luncheon
1:30 - 3:00	<i>Management & Governance: CSBG Grantee Administrative Session with DHCD</i> <i>Direct Services: Working with Diverse Populations</i> <i>Emergency Assistance: Food Management (FP)</i> <i>Early Childhood Development: Strengthening Families Pt 1: Achieving Better Outcomes</i> <i>MEAP/EUSP: Special Session</i> <i>Weatherization: Special Session</i>
3:30 - 4:30	<i>Management & Governance: CSBG Grantee Administrative Session OCS</i> <i>Direct Services: Working with Diverse Populations</i> <i>Emergency Assistance: Maintaining A Healthy Kitchen (FP)</i> <i>Early Childhood Development: Strengthening Families Pt 2: SFW Works in our Community</i> <i>MEAP/EUSP: Special Session</i> <i>Weatherization: Special Session</i>
4:30 - 5:00	Conference Committee - Wrap up

2015 Human Services Conference Registration Form



Attendee Information				
Last Name	First Name	MI	<input type="checkbox"/> Mr. <input type="checkbox"/> Miss <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.	
Job Title:		Email:		
Agency/Organization Name:				
Street Address:				
P.O. Box: (if Applicable)	City:	State:	ZIP Code:	
Office Phone #	Fax Phone #	Cellular Phone #		

Date: _____

Application # _____

To register by mail,
please send check or P.O.
and Registration forms
for each registrant to:

MCAP, C/O Ms. Sandra Sims,
Executive Assistant
420 Chinguapin Round Rd.,
Suite 2 - I,
Annapolis, Maryland 20401
OR
Fax this form to: 443-482-5104

Visit www.maryland-cap.org
for the full Conference Agenda
and to Register online

Please use the **Additional Attendee Form** for each additional participant.

Full 3-Day Conference	Select Program Track	Registration Deadlines		Fee	Subtotals		
<input type="checkbox"/> Full Registration: Includes: • Days 1, 2, and 3; • Networking Reception - May 12, 2015 • Dinner Gala - May 13, 2015 • Partnership Lunch - May 14, 2015	(Select one): <input type="checkbox"/> Emergency Assistance <input type="checkbox"/> Direct Service/Case Management <input type="checkbox"/> Management/Board Governance <input type="checkbox"/> Early Childhood Education/Development <input type="checkbox"/> Weatherization	Regular	By April 24	\$350.00			
		Late	By May 06	\$399.00			
		Onsite		\$499.00			
One Day Options (Selecting 2 or more days is considered full conference registration.)							
<i>(Attendee will only be able to choose from one of the 3 days).</i> Please note that meals are not included for One Day Conference Registration options; however attendees may purchase meal ticket for the Gala on May 13, 2015 and/or the Partnership Luncheon on May 14, 2015. For Weatherization attendees, please check with the WAP Office for any special meal instructions.	<input type="checkbox"/> 1st Day of Conference May 12, 2015	(Select one): <input type="checkbox"/> Emergency Assistance <input type="checkbox"/> Direct Service/Case Management <input type="checkbox"/> Management/Board Governance <input type="checkbox"/> Early Childhood Education/Development	Regular	By April 24	\$75.00		
			Late	By May 06	\$100.00		
			Onsite		\$200.00		
	<input type="checkbox"/> 2nd Day of Conference May 13, 2015	(Select one): <input type="checkbox"/> Emergency Assistance <input type="checkbox"/> Direct Service/Case Management <input type="checkbox"/> Management/Board Governance <input type="checkbox"/> Early Childhood Education/Development <input type="checkbox"/> Weatherization	(Select one): <input type="checkbox"/> Emergency Assistance <input type="checkbox"/> Direct Service/Case Management <input type="checkbox"/> Management/Board Governance <input type="checkbox"/> Early Childhood Education/Development <input type="checkbox"/> Weatherization	Regular	By April 24	\$125.00	
				Late	By May 06	\$150.00	
				Onsite		\$200.00	
	<input type="checkbox"/> 3rd Day of Conference May 14, 2015	(Select one): <input type="checkbox"/> Emergency Assistance <input type="checkbox"/> Direct Service/Case Management <input type="checkbox"/> Management/Board Governance <input type="checkbox"/> Early Childhood Education/Development <input type="checkbox"/> Weatherization	(Select one): <input type="checkbox"/> Emergency Assistance <input type="checkbox"/> Direct Service/Case Management <input type="checkbox"/> Management/Board Governance <input type="checkbox"/> Early Childhood Education/Development <input type="checkbox"/> Weatherization	Regular	By April 24	\$125.00	
				Late	By May 06	\$150.00	
				Onsite		\$200.00	
<input type="checkbox"/> Networking Reception - May 12, 2015		<input type="checkbox"/> YES <input type="checkbox"/> NO		NO COST			
<input type="checkbox"/> Awards Banquet/Gala - May 13, 2015		<input type="checkbox"/> YES <input type="checkbox"/> NO		\$75.00			
<input type="checkbox"/> Partnership Luncheon - May 14, 2015		<input type="checkbox"/> YES <input type="checkbox"/> NO		\$40.00			
<input type="checkbox"/> Continuing Education Units		<input type="checkbox"/> YES <input type="checkbox"/> NO		\$50.00			
SUBTOTAL		2.5% processing fee for credit card payments		GRAND TOTAL			

I will be staying at the hotel
<input type="checkbox"/> YES <input type="checkbox"/> NO
I will need a room on the day(s) checked*
<input type="checkbox"/> Tuesday (5/12)
<input type="checkbox"/> Wednesday (5/13)
<input type="checkbox"/> Thursday (5/14)

***For hotel reservations contact:**
 Turf Valley
 at 410-465-1500
 and reference
 MCAP Human Service Conference
 Group Code: 27Y350
 or visit
<http://bit.ly/MCAP-OHEP>
Deadline: April 16, 2015

NEW!
 CEU: Conference attendees may obtain up to 1.2 continuing education units (CEUs) for their participation in conference workshops

FISCAL ACCOUNTING INFORMATION (Check One Please)

- Check enclosed.** Please make checks payable to **Maryland Community Action Partnership (MCAP)**
- Purchase Order No.** _____ (If using a purchase order, please attach this form.)
 (2.5% processing fee is required for credit card payments.)

Card Number _____ Security Code: _____ Expiration Date _____

Name as listed on Card: _____

Email Address: _____

Payment Information: Check, purchase order, or credit card information **MUST** accompany this registration form. **Make checks payable to: Maryland Community Action Partnership (MCAP).** Cancellations must be submitted in writing to Mr. Michael Young by April 15, 2015. Substitute registrants are permitted however, **please notify MCAP of any substitutions prior to the registration deadline, IN WRITING.** A handling charge of \$125 per person will apply to all cancellation requests.