

Outside Agency Application Presentations

FISCAL YEAR 2024-2025

As part of the Outside Agencies application process, applicants are asked to present and answer questions about their applications. Please note that there are two different presentation processes – one for the Towns and one for Orange County.

Applicants to the Towns will present at a scheduled joint meeting of the Carrboro Human Services Advisory Commission and the Chapel Hill Human Services Advisory Board. A schedule for these meetings will be released in early February. You will receive a zoom meeting link, one week prior to your scheduled meeting date. Agencies requesting \$5,000 or less from the Town of Chapel Hill will not present at the scheduled joint meeting. Presenting is optional for agencies requesting \$5,000 or less from the Town of Carrboro.

Applicants to Orange County will meet virtually with the County Manager, Outside Agencies Manager, designated Department Director and possibly board members from the department's respective boards. A schedule for these meetings and meeting links will be emailed to agencies in February. Meetings will be held Mid-March.

Making the Most of Your Presentation Time

Applicants to the Towns will have 7 ½ minutes to present their application and 7 ½ minutes to answer questions (15 minutes total).

PowerPoint presentations are not allowed, but if you would like the Board to receive a PowerPoint or other additional information in reference to your program(s), please submit them to humanservices@townofchapelhill.org and humanservices@carrboronc.gov one week prior to your meeting date.

Applicants to Orange County will have 15-20 minutes to discuss their application and answer questions. Applicants to Orange County may use PowerPoint, but it is not required.

For all applicants: To make the most of the presentation time, an effective presentation will address the following areas or questions:

- What need is the application trying to address?
 - Use data to support the need
 - Define target population, including demographic and socio-economic information
 - How do you engage the target population?
How will your program reach diverse populations and how are you implementing racial equity principles?
- How will you address the need?
 - Key activities of your application
- Who are your community partners?
 - Describe any collaborations pertinent to this application
- What outcomes do you expect to achieve?

- How will you measure effectiveness?
 - State data collection methods
- Why is Outside Agency funding necessary to your success?
- What other funding sources are you seeking and/or leveraging to ensure the success of your program?
 - If a reduced funding allocation is awarded, how will your organization ensure the program is still successful?