Speaking Engagements, Panel Discussions, Issues Forums

1. Equipment for Speakers:
   a. laptop computer with slide presentation loaded
   b. projector (assure that screen is available)
   c. flash drive with presentation for back-up
   d. extension cord

2. Handouts of slides in note-taker format (if requested)

3. See list in Section One of this Toolkit if also Tabling for the Event
   a. HCAMN one-page summary
   b. sign-in sheets and pens
   c. commitment to action forms
   d. copies of Healing Health Care by Sen John Marty
   e. wallet-size bi-fold with MHP basics
   f. reading list

4. Information on legislative and congressional contacts, if appropriate.

10/30/17