

Presenter Commitment and Expectations



We're so excited that you're considering applying to present at the O2 Conference! Thank you for your interest and your desire to make a positive difference in Columbus. Before you begin filling out the application, please be sure to read the following expectations.

The O2 Team is committed to providing a top-notch experience for presenters at the event as well as the opportunity to compete for funding and mentoring that can launch ideas into reality. That means we're looking for applicants who are committed to the following:

- If your application is selected, you will be required to attend one Open House Training. You may attend this meeting on either Jan. 31 or Feb. 5 from 7-8:15 pm. We'll give you some important training to help you succeed at the conference.
- You will be prepared to present in front of large groups. There will be around 400 encouraging and excited people in attendance.
- You will submit the visuals for your final presentation no later than Sunday, Feb. 17.
- You will follow the rules for Mentoring and Financial Awards. You may read the full statement below.
- You will respect the decisions of the O2 Conference Team and the Panel of Mentors. Specifically, you will accept the mentor assignment given to you.

The application deadline is December 31, 2018. All applications must be submitted before Jan. 1, 2019. The O2 Conference Team will review all the applications and contact you no later than Jan. 17 to inform you if your idea has been selected. We'll be sure to let you know either way. There are a limited number of presenter spots available. Presenters will be selected on the basis of three criteria: 1) the compelling case for a legitimate community need (research and evidence is best), 2) the idea's potential to effectively address that need and 3) the clear connection to this year's theme. If you have questions or need help, you may contact David White and the O2 Conference Team at info@o2conference.org or call 614-451-3736.

The O2 Conference is hosted by UALC - Mill Run Campus (3500 Mill Run Dr, Hilliard)

Contact: info@o2conference.org 614-451-3736



Presenter Commitment and Expectations for Mentoring



Every young person that presents at the O2 Conference has already won the opportunity for their idea to be heard by hundreds of people. In addition, they may be awarded funding. Every presenter will be assigned a mentor. Here's how it works.

At the conference on February 23rd, all the presenters will share their ideas in front of the Panel of Mentors and the audience members who have purchased tickets to attend.

The Panel of Mentors serve as the "judges" at the O2 Conference hosted by UALC. After the event, they become the mentors who help ideas come to life. Each of the Conference Presenters are guaranteed to be paired with one mentor from the Panel. After listening to the presentations, the panelists will deliberate with the other members and choose one of the Conference Finalists to serve as a mentor to their winning idea. Again, the mentors choose their mentee and that decision will happen at the event. Conference Presenters will not have the chance to have input on that decision except for what they share in their presentation and Q & A with the Panel of Mentors. Every effort will be made to ensure the pairings are a good fit. This is the most valuable and encouraging award. On top of that, the Panel will allocate \$9,000 of funding. They may split up this total amount however they see fit. For example, one idea may need more funding to get off the ground while others may not. Similarly, one presenter may have proven themselves worthy of higher funding throughout the application process.

The Panel of Mentors are a mix of people who have proven to be leaders in our community. All panel members are background checked and safe-guarded by UALC for working with young people. It's the same rigorous process people must do before working with any of their youth or children's ministries. The mentors have committed to be a valuable resource in helping the Conference Presenters with their winning ideas. These mentors with diverse backgrounds and skills sets have been selected in hopes of providing the right kind of mentor to the various students. The panelists select their mentee based on who they believe they can help the most and the overall best fit.



Presenter Commitment and Expectations for Mentoring



Panel members attend a two-hour training session before the conference and commit to following these guidelines for mentoring after the O2 Conference:

1. I commit to contact my mentee twice a month for a minimum of six months. That means an average of 2-4 hours per month spent in person or over the phone between March and August 2019. More important than the exact amount of time spent is the relationship being built and the progress being made.

2. Any meetings will be held in a public location or at a place designated by the mentee/mentee's family. In other words, meetings will not take place in a manner that could be misconstrued as inappropriate.

3. I have the O2 Conference Team to support me and will check-in as needed. The Conference Team will check-in with the mentors and the presenters during the first and sixth month.

4. As I build the mentee/mentor relationship, I will establish an open dialogue about the mentee's idea. I should help nurture the idea into an actionable project by working with the mentee in defining or refining the project feasibility, determining success factors, identifying resource requirements, etc. We should also work to define risks and opportunities. I should serve as a sounding board, provide direction, be active in helping to remove barriers and be an advocate, even promoter of the project.

5. I commit to reviewing any planned expenditures made by my mentee and sign off on them for reimbursement from the O2 Conference. There is no expectation that I spend any personal funds.

6. If both parties so choose, our work together may continue beyond August 2019. There is no maximum, just a minimum commitment. This occurs at the discretion of the mentor and the mentee/mentee's family. Neither the O2 Conference Team or UALC are directly involved in that decision.

These are the same guidelines that **Conference Presenters** commit to following. In addition, they should know that they can proactively communicate with their mentor. These community leaders have full schedules so reaching out to them to arrange a meeting or conversation is acceptable. You'll want to avoid constant emails, texting, or other patterns of communicating that would not respect their time.

Presenter Commitment and Expectations for Financial Awards



If you receive a **financial award** during the conference, you commit to the following:

1. I will not be given money at the conference. I will be given a certificate that promises support of a specific amount. For larger expenses, I can submit invoices to the O2 Conference so I can avoid using my own personal money. If necessary, I can expect reimbursement for receipts that I hand in specifically for the development or implementation of my idea. I will not attempt to misuse funds for my personal benefit. All financial awards will be accounted for by the O2 Conference Team and their judgement on what constitutes an acceptable expense is final.

2. I will plan out my expenses with my mentor and have them sign off on my invoices and receipts. Invoices can be directly submitted to the O2 Conference so I can avoid any out-of-pocket expenses. A reimbursement form will be provided for any smaller expenses. When complete, it should be handed in to the O2 Conference Team at UALC's Mill Run campus (3500 Mill Run Dr., Hilliard, OH). The expected reimbursement period is 7-10 days.

*This is not a contract. All decisions are at the discretion of UALC and the O2 Conference Team.

