

Michael O'Neill  
Director  
Faces of Homelessness Speakers' Bureau  
National Coalition for the Homeless  
2201 P Street, NW  
Washington, DC 20037-1033  
Phone: 202-462-4822 x222  
Email: moneill@nationalhomeless.org

Thank you for your interest in having the "Faces of Homelessness" Speakers' Bureau attend your upcoming event. This public education program is an essential part of our mission at the National Coalition for the Homeless, and we appreciate you giving us the opportunity to work with you on this.

The "Faces" Panel in 2008 spoke to approximately 340 groups (large and small) to a combined audience of over 17,000 nationwide with the majority of the engagements being in the Washington, DC metro area. We promote advocacy, education, and service. As people who have or are experiencing homelessness, the speakers on our bureau are the real experts on homeless issues and we believe that their voices are essential in the fight to end homelessness.

We look forward to working with you and learning more about your event. Please review our information and guidelines for event hosts and complete the event form and return it in as timely a manner as possible.

Sincerely,

Michael O'Neill  
Director, Faces of Homelessness Speakers' Bureau  
National Coalition for the Homeless

## **Event Guidelines and Information**

### Presentation Format

Moderator: Statistics and Stereotypes (10 minutes)

DVD: NCH has several short videos on the personal stories of people who have experienced homelessness, the work of NCH, and violence against people experiencing homelessness.

- the “Faces of Homelessness I” DVD is a multimedia slide show of pictures of people who were homeless at the time the photos were taken, as well as quotes and statistics that are set to music.
- the “Faces of Homelessness II” DVD is a compilation of interviews with members of our speakers’ bureau (9 minutes)
- “Bum Hunting” a (12 minute) DVD that aired on “60 Minutes” with Ed Bradley on Oct 1<sup>st</sup>, 2006 which talks about a controversial film series created by Indecline Films. The videos feature homeless men in the San Diego and Las Vegas metropolitan areas fighting and attempting amateur stunts in exchange for money, alcohol and other incentives

Speaker Testimonies (15-20 minutes each)

Question and Answer (at least 15 minutes)

We can work together to tailor our standard format to your needs.

### Honoraria

Each speaker will receive a suggested \$100 honorarium from groups for speaking engagements outside of the DC metro area (VA/MD). We can also contact local agencies to recruit a local speaker and he/she would receive a suggested \$50 honorarium.

### Travel

We will need to rent a car, use a train, ride a bus or take a plane. If we need to take a plane, train or bus we ask that your organization handle the travel arrangements. If we arrange/pay for our own travel, we will submit a reimbursement and receipts after the trip is complete via mail. **Please make checks out to the National Coalition for the Homeless in c/o Michael O’Neill.**

### Accommodations

On long trips (3 hours or more) we will need your organization to arrange a place for us to stay overnight. This would include a guest house on campus or a local hotel room(s).

### Donation

If your organization would like to support the work of the National Coalition for the Homeless it can do so by becoming a member or making a donation.

## Event Information Form

What is the name of your organization?

Primary Contact Information

name:

email:

phone:

complete mailing address:

fax number:

How many speakers would you like on the panel? (we recommend three speakers)

If you have seen the panel before, would you like to request a particular speaker(s)?

What is the date of your event/time?

Where is the event located?

Will food be provided either before or after the event ?

What is the easiest/cheapest way of transportation to get to where the speaking engagement will be held? (plane, train, car, taxi or bus)

What time would you like us to arrive?

What is our position? (keynote, workshop, class, hunger banquet, sleep-out etc.)

What is your position in the organization? Will you be present at the presentation?

NCH has several short videos on the personal stories of homeless people, the work of NCH, and violence against homeless people. Do you want to show one of these videos as part of our Faces of Homelessness presentation?

Do you have a particular focus or audience need? (homeless children, housing issues, health care, policy, what to do when you see a homeless person on the street?, etc.)

Please describe the audience in terms of size, age, and previous knowledge about hunger/homelessness issues.

Are you able to provide the suggested \$100 honorarium in cash to our DC speakers upon arrival? Are you able to provide the suggested \$50 honorarium (unless otherwise notified) in cash for our local speaker(s) upon arrival? If not, are you able to provide a check at the time of the presentation for the speakers' honorariums?

If we are taking a plane, bus or a train, are you able to purchase the tickets in advance and send them to us? We can purchase tickets and then send a receipt after the engagement for reimbursement if necessary.

If applicable, are you able to provide for lodging? Please provide details (hotel, on campus housing etc) Please provide the address/name of the place we will be staying.

Would you like to become a member/supporter of NCH by giving a donation?

Questions or Comments?

NCH/Group Agreement

\_\_\_\_\_, agrees to reimburse the National Coalition for the Homeless for all travel (which may include car rental, gas, tolls, food, plane, bus, train, lodging and honorarium costs). The total estimated costs and travel arrangements will be made between \_\_\_\_\_ (organization) and the National Coalition for the Homeless at least 2 weeks prior to the speaking engagement. Payment must be made to NCH within 90 days of receiving the invoice/receipts..

The undersigned, agrees to reimburse NCH within 90 days of receiving the invoice/receipts.

---

Name

Organization

Date