



Application Requirements and Instructions

About the Provider Innovation Series:

The Provider Innovation series is an exclusive opportunity for the Provider community to showcase and be recognized for their new and novel approaches in support of the everyday lives of those we serve. This platform is designed as a sustainable and meaningful way to elevate exceptional work and facilitate shared learning. All types and sizes of providers are encouraged to apply to present their innovation in a virtual session – planned to be hosted quarterly – with the launch of the series occurring during the Everyday Lives conference.

About the Proposal Process:

Applications for the first Provider Innovation series sessions will be open December 1, 2025 through January 5, 2026. All providers in good standing are encouraged to submit an application to present.

To Submit a Proposal:

- ◆ Review the questions below and prepare your answers – *the form does not allow you to save your progress, and though you may be able to leave the page and return, we recommend not relying on this option*
- ◆ Click on [this link](#) to complete the form
- ◆ Answer all questions thoroughly, but concisely
- ◆ Hit the “submit” button – *you will receive a copy of your response as confirmation of your submission*

In addition to your written responses, you have the option to upload a short video (file size of 50mb or smaller, which is generally a 2-3 minute video) that is like a “commercial” for

your innovation and presentation. This optional video will give you a chance to highlight both your innovation, as well as showcase your skills at presenting – but, it is not required and will not impact whether or not your proposal is selected.

Proposal Selection:

All proposals will be reviewed and considered based on the following criteria:

- ◆ Is the innovation a new or novel policy, practice, processes/procedures that is responsive to the changing needs and context of supporting people with disabilities and their families?
- ◆ Does the innovation align with the Everyday Lives values and address a strategic priority?
 - View the ISAC Recommendations [here](https://home.myodp.org/resources/the-information-sharing-and-advisory-committee-hub/) (<https://home.myodp.org/resources/the-information-sharing-and-advisory-committee-hub/>) for more information, and ideas of specific innovation topics that may be of interest.
- ◆ How does the innovation both engage and impact all stakeholders?
- ◆ How clearly is the innovation and presentation idea described?

Presenters will be selected by February 2025, and all who submitted a proposal will be notified of if they were selected or not. Those who are selected will receive support to prepare and finalize their presentation.

Proposal Questions and Guidance

The goal of the proposal is to share and showcase the “why, how, and what” of your innovation. The questions are intentionally open, to allow you to highlight the new and exciting things you are doing. Guidance on specific things to include in your responses is found in *italics* below.

All questions are required, with the exception of the optional video. There is no limit to the length of your response, but we encourage you to be as concise as possible while still being thorough.

Section 1: Agency Contact

1. Provider/Organization Name
2. Point of Contact and Contact Information

Section 2: Background

3. What motivated (or is motivating) the innovative practice or program?
 - *Why is the innovation important to your organization and to the field?*

- *What were you hoping to address or achieve?*
 - *What were the outcomes you were hoping to impact?*
4. How did you create buy-in and excitement for the innovative practice or program among:
- a. People most impacted by the innovation (such as people supported, families, DSPs, etc.)?
 - b. Implementers of the innovation (those doing the “day to day” work)?
 - c. Decision-makers (such as board members, director-level leadership, etc.)?
5. Which of the [Everyday Lives Strategic Priorities](#) does your innovation address?
(select all that apply)
- Assure effective communication
 - Promote self-direction, choice, and control
 - Increase employment
 - Support families throughout the lifespan
 - Promote health, wellness, and safety
 - Support people with complex needs
 - Develop and support qualified staff
 - Simplify the system
 - Improve quality
 - Expand options for community living
 - Increase community participation
 - Provide community services to everyone
 - Promote racial equity
6. How does your innovation address this priority?

Section 3: Describe Your Innovation and Its Impact

7. What is your innovation - what are you doing differently?
- *Describe the model, technology, or service delivery method. Explain how it is different from what has been done before.*
 - *Describe “how” you are implementing the innovation – what does it look like practically (in the day-to-day or regular cadence)? Who is involved? What does it entail?*
8. What has been the impact of the innovation? Specifically, what is different (or could be different) for:
- a. People with disabilities and their families
 - b. Your organization
 - c. Your workforce or staff
 - d. The system or field

- *Be sure to include how you know (or would know) this is different.*
9. What is necessary to sustain the innovation and how are you addressing this?
- *Describe what it will take to make the innovation lasting and meaningful, and what you are you – or will you – do.*

Section 5: Describe the Presentation

10. Who will be the presenters, and what has been their role related to the innovation?
- *Providers are encouraged to include presenters with multiple, varied perspectives – including those who are leaders at the organization (who are responsible for decision-making and direction of the innovation), those who are “implementers” of the innovation (who are responsible for “doing” the innovation), and those who are impacted by the innovation (those receiving services).*
 - *Be sure to describe each person’s role and expertise, demonstrating why they were chosen to present.*
11. How do you plan to engage the audience in a virtual format?
- *Describe the ideas you have for keeping the presentation interesting. How would you like to share about what you described above? (eg: powerpoint slides, videos, panel, etc.)*

Section 6: Optional Video

If you would like, upload a 50mb video (approximately 2 minutes) that provides a brief “highlight” of your proposal. Focus specifically on:

- ☐ The innovation
 - What are you doing, and how is it different than what has been done before?
- ☐ Your vision for the presentation
 - What do you hope to share or “get across?”
 - How would you engage the audience