



on the table
Your voice matters.

FREQUENTLY ASKED QUESTIONS

On The Table 2016: Reducing Stigma Associated with Mental Health and Addiction

Why May 10th?

The Kennedy Forum Illinois is partnering with The Chicago Community Trust's *On the Table* initiative, a civic engagement day that takes place May 10th, 2016. We are asking you to host your conversation on that day.

How do I register as a host?

You can [Register here](#) to be a host of an *On the Table* conversation. When registering, **it is important that you select 'Kennedy Forum' as your partner organization.** This allows us to track our goal of hosting 500 conversations about mental health and addiction. As you are guided through the registration process, you will be prompted to enter some basic information. You can go back and fill in additional information at any time. If you intend to host, please register as soon as possible.

Where and when can I host a conversation? Do I serve food?

You determine a location for folks to meet on May 10th at any time of day. The intent is for the conversation to take place during a meal (breakfast, lunch, or dinner), but it can be at any time of day and wherever you want (e.g., home, workplace, restaurant, church). You may serve whatever you like, ask everyone to pay for their meal, or have everyone bring something.

In some cases, it may be appropriate to host a virtual conversation. You may use virtual meeting software such as GoToMeeting, Adobe Connect, Skype, or Google Hangouts, as long as you are able to confirm attendance.

Who do I invite to my conversation?

You are the host, you set the table. You decide who you would like to invite – friends and family, neighbors, colleagues, community members, etc. With conversation at the heart of this event, we recommend 10–12 guests at each gathering. If you would like to invite public community members to participate in your gathering, you can indicate your event is open to guests and how many on your registration page.

You can invite your guests via the *On the Table* registration platform if you like, but you are not required to do so. However, if you would like to offer your guests the opportunity to provide feedback after the conversation via a survey we will distribute, be sure to either invite them via the registration form or [send us a list](#) of your guests with their emails by noon on May 11th.

What should be the conversation topic?

You determine the focus of your conversation about mental health and addiction. You can talk generally or hone in on a particular question. [Click here](#) for a downloadable discussion guide and general mental health conversation themes. For example, some possible topics might include: how do I/we experience mental health stigma and how can we address it? What can our school do better to detect, address and support students with mental health challenges? What can our company/workplace do to build a culture that supports those with mental health and addiction disorders? What is the new mental health parity law and how can we educate ourselves and others about their rights under the law? How can technology help improve access and care? How can we work together to make a difference?

The Kennedy Forum Illinois recently conducted [a statewide poll on mental health](#), you may want to consider the results of this survey and ask your group, how can we move the needle on these numbers?

For more tips about how to open a dialogue with those you love and with those around you, please visit: <http://www.mentalhealth.gov/talk>

Can I host more than one conversation?

Yes – the more the better! In order to register for multiple conversations, you will have to set up a different host account for each new conversation. To do so, you may use the same email address, but you will need to set up a different password for each account.

Also, if you represent an organization, employer or other large group, you can help The Kennedy Forum elevate the dialogue by sharing this information and encouraging your organization to host multiple conversations. If you need help with organizing multiple conversations, [let us know](#).

How can I help spread the word and encourage others to host conversations?

We would love for you to help us spread the word! We have a host invitation packet (includes a host invitation letter) with instructions that we can send you. If you'd like a copy, [let us know](#).

How are you keeping track of hosting commitments?

We are keeping track of hosting commitments and registrations in two ways:

1. We are keeping an internal list of commitments, registrations, and conversation topics. We ask that each host [confirm with us](#) when they are registered and have a conversation topic.
2. The Chicago Community Trust is keeping us updated of how many people select 'Kennedy Forum' as their partner organization. It's important that you use this designation so that we can track progress towards our goal.

I forgot to select 'Kennedy Forum' as my partner organization! What do I do?

It's not a problem if you forgot to select 'Kennedy Forum' when you initially registered to host. Please [email James](#) and let him know the email address you used to register, and we will take care of it for you.

How will my contact information be used once I sign up to host or participate in a conversation?

Contact information submitted via the *On the Table* registration form will not be shared outside of The Kennedy Forum Illinois and The Chicago Community Trust. Hosts and participants will receive emails providing additional information, resources and opportunities to share stories, provide feedback and get involved. You can unsubscribe from these communications at any time.

How will the Chicago Community Trust track outcomes from the conversations?

Every *On the Table* host and participant will be asked to complete two follow up items: 1) a very short email survey from The Kennedy Forum Illinois, and 2) a longer but important survey conducted by the University of Illinois at Chicago Institute for Policy and Civic Engagement (IPCE). Both surveys are anonymous, and your responses remain confidential. Only aggregate results will be shared publicly.

We encourage you and your guests to complete both post-conversation surveys – with a critical mass of conversations around mental health, we can demonstrate that this is an issue of importance to our State and gain important feedback about what is being done and what more we need to do. The survey links will be shared with all hosts and guests that are listed in the *On the Table* registration platform. If you would like us to send the surveys directly to your guests and you have not listed their contact information on your event page, [please be sure to send us](#) a list of your guests with your emails by noon on May 11th.

What social media tags will be used for the event?

Twitter: @KennedyForum; @ChiTrust

Hashtags include: #BreakTheSilence; #OnTheTable2016; #MentalHealth

Why are conversations about mental health so important?

Talking about mental health is both a means and an end. Conversations themselves help to fight stigma by increasing understanding, awareness, and acceptance. Discussions across stakeholders can help identify pathways to solutions and create new partnerships to drive progress.

Last May, more than 25,000 people participated in the *On the Table* conversations – generating new ideas, new partnerships, and new solutions. The *On the Table* initiative is a valuable opportunity for Illinoisans to gather in safe spaces with families, colleagues, friends and community members to talk about issues of importance to them and identify collaborative opportunities to make a positive difference. At The Kennedy Forum, we believe this is a perfect platform to support and encourage more dialogue—and more solutions—on issues related to mental health.

What is the Kennedy Forum Illinois?

The Kennedy Forum Illinois is a united campaign to end the stigma against mental health and substance use disorders. You can learn more about our work [here](#).

I need help! How can I reach someone at Kennedy Forum Illinois?

We are here to help you. Please feel free to contact [Kelly](#) or [James](#). We can help you identify possible discussion topics, match you with guests who are looking for conversations, provide you with resource materials, and support your outreach efforts.