

Briefing Deck Outline

1. **Title Slide** – “Maplewood Township ADA Readiness Kit” (Date, presenter, contact info).
2. **Why now** – DOJ Title II enforcement trend + resident complaints data point.
3. **Accessibility score** – Before/after gauge (72 → 98) with testing tools noted.
4. **Top document fixes** – 3 callouts with screenshots (headings, alt text, form fields).
5. **Digital quick wins** – Portal navigation + contrast improvements.
6. **Physical environment** – Signage/photos with recommended replacements.
7. **Punch list overview** – Table summarizing 0–30 / 30–90 / 90+ actions.
8. **Budget snapshot** – Mirrors memo chart, highlight funding source.
9. **Timeline & owners** – Visual swimlane for Clerk, IT, DPW.
10. **Motion + CTA** – Copy/paste language and contact to schedule rollout kickoff.

Use this outline in Pitch.com/Slides/Keynote; add presenter notes emphasizing that the sample kit is no-cost and ready for council packets immediately.