

Frequently Asked Questions on the 2008 AmeriCorps Statewide National Conference and AmeriCorps Week Closing Ceremony

Agenda:

Saturday May 17th

- Conference Trainings: 3:00pm-5:15pm at the hotel (All attendees are required to pre-register for these trainings through their RegOnline registration).
- Dinner: 6:30pm – 9:30pm at the hotel.

Sunday May 18th

- Breakfast: 8:00am at Bayfront Park (adjacent to the hotel).
- Service Project: after breakfast busses will be provided to transport attendees to the Service Project site at Virginia Key Beach.
- Lunch: 12:30pm at Bayfront Park (adjacent to the hotel).
- Closing Ceremony Finale and Rally: 1:00pm 3:00pm at Bayfront Park (outside the hotel).

Attire:

- Volunteer Florida is requesting that all conference participants wear service gear for the opening trainings of the conference.
- Dinner Attire may be service gear or business casual.
- **All participants will wear the event t-shirt (to be provided) on Sunday for the Service Project and closing Rally.**
- **Remember to wear closed toe shoes to the outdoor service project.**

Cab/Shuttle Services:

- Cab fare from the airport to downtown Miami is a flat rate that runs between \$21-\$24.
- The airport also provides a Super Shuttle for groups for \$14.
- Fares DO NOT include tips.

Super Shuttle Contact information:

- Miami: (305) 871-2000
- Ft. Lauderdale: (954) 764-1700

Cost:

- AmeriCorps State Programs funded by Volunteer Florida are not required to pay for lodging, conference meals or trainings.
- Meals to be provided to AmeriCorps State Programs as follows: Dinner on Saturday May 17th, Breakfast and lunch on Sunday May 18th, 2008.

Lodging:

- All attendees will be staying at the InterContinental Miami, 100 Chopin Plaza Miami, FL 33131.
- Lodging for AmeriCorps State Programs funded by Volunteer Florida will be reserved through RegOnline and members are required to be at least two to a room.
- Check-In for AmeriCorps Programs is at 5:15pm Saturday following trainings and Check-Out is 12pm on Sunday.
- All attendees other than the AmeriCorps State programs funded by Volunteer Florida will be required to contact the InterContinental Miami at (305)-577-1000 to make room reservations. Reference the “2008 Florida AmeriCorps Conference” to receive the reduced room rate of \$182.
- Hotel registration deadline is April 16, 2008.

Reasonable Accommodations:

- Reasonable accommodations will be made for all attendees who request them in order to ensure their participation in all events.

Frequently Asked Questions on the 2008 AmeriCorps Statewide National Conference and AmeriCorps Week Closing Ceremony

- Requests for reasonable accommodations should be made through Regonline while registering for the conference.
- If you have any questions regarding reasonable accommodations please contact Paul Martell, Accessibility Program Manager at (850) 414-0095 or at paul@volunteerflorida.org.

Registration:

- Conference registration deadline is noon on Wednesday May 14, 2008 at 5pm EST. Please go to www.volunteerflorida.org/conference and click on the registration link to register.
- **AmeriCorps Program Directors are required to 1) register all AmeriCorps members and 2) identify which members will be rooming together.**
- When registering AmeriCorps members who will be sharing a room, please insert hotel information (check in/ check out dates and room options) only for one member and indicate who they are sharing their room with. The second member should only be registered for trainings, meals and accommodation options, **NOT** an additional hotel room

Required Events:

- **All AmeriCorps Attendees are required to attend all four events:**
 1. Trainings
 2. Dinner
 3. Service Project
 4. Closing Ceremony Finale and Rally

Service Project:

- Program Director's will play an important role on Sunday morning in ensuring that members arrive by 8am for breakfast are loaded onto the buses for the service project.
- All participants will be required to wear event t-shirts during the service project.
- The service project is outdoors; appropriate footwear such as tennis shoes or boots, sunscreen and hats are recommended.

Trainings:

- The conference trainings on Saturday will begin seating attendees at 2:30 pm and the trainings will begin promptly at 3pm. **PLEASE BE ON TIME or you may not be able to participate in the training of your choice!**
- **Please carefully consider the trainings you want to attend.** Trainings are only offered once and some have seating limitations. You must register in advance for the trainings.
- You will receive an agenda at the conference with training locations.
- Training descriptions can be found at www.volunteerflorida.org/conference.
- **Program Directors: please dedicate some time at your next team meeting to discuss trainings and help Members choose their trainings prior to registration.**

Transportation:

- All AmeriCorps Programs are required to provide their own transportation to and from the Statewide Conference and Closing Ceremony in Miami.
- Transportation to the Service Project on Sunday, May 18th will be provided. Breakfast will be served at Bayfront Park which is adjacent to the hotel. The bus loading zone is adjacent to the breakfast area.