Registration

1. How do I register my jurisdiction for the meeting?

   GARE’s Annual Membership Meeting registration can be found here. Registrations can be done on an individual basis, or all at once. If you encounter problems while registering, please reach out to Maria Martinez at mmartinez@raceforward.org.

2. What is the refund policy for the Annual Membership Meeting?

   Refunds for all ticket purchases will be issued up to two weeks before the event.

3. Is the annual membership meeting only open to staff from member organizations, or can anyone register to attend?

   The Annual Membership Meeting is only open to active GARE members.

Waitlist

4. When will I know my status on the waitlist?

   We are working very hard to accommodate as many additional folks as possible and will be in touch as soon as space at the membership meeting becomes available.

5. What do I do when I receive notice that my waitlisted ticket is available for purchase?

   You will receive an email notification from Eventbrite as soon as your ticket on the waitlist has become available for purchase. Click the “Claim my spot” link on the email and follow the instructions for registration.

Group Discounts:

6. What is the group discount and how do we proceed with getting a group discount code for registration?

   Groups of 8 or more, not including complimentary tickets, are eligible for a 10% group discount off of early bird registration, and general registration after January 17th. To coordinate group sales, please reach out to Maria Martinez at mmartinez@raceforward.org. * Please note that the deadline to coordinate group discounts is January 31st.

7. Are pre-meetings eligible for the group discount?

   Pre-meetings are separate events from our general programming and are not eligible for group discounts.

8. How do we register our group? What if our registrants are not all from the same department and cannot all register together?
GARE 2020 Annual Membership Meeting FAQs

Frequently asked/answered questions

Once your group status is confirmed, you will receive a code that will be good for the number of uses that your group needs. This code can be used multiple times by different departments.

9. If we register as a group does the same early bird registration cutoff date of 1-17-20 still apply?

Yes, however, GARE will make accommodations on a case by case basis. If you find that you need more time, please reach out to Maria Martinez at mmartinez@raceforward.org

Complimentary Ticket Codes

10. Where can I access my jurisdiction's code?

Because jurisdictions are responsible for allocating their complimentary codes to their teams, all complimentary codes are issued to team leads. Please reach out to your jurisdictions team lead directly for more information on your complimentary code.

11. Why do I have fewer comp tickets this year than last year?

GARE is constantly working towards an equitable way to distribute complimentary tickets to our members. Due to the rapid growth that we have seen in the past year, we made a few changes to the complimentary code structure. Our current complimentary code structure for Core GARE members is below:

- 1 complimentary ticket: jurisdictions with up to 4,000 employees
- 2 complimentary tickets: Jurisdictions with 4,001 to 14k employees
- 3 complimentary tickets: Jurisdictions with more than 14k employees

Programming

12. What day and time is the pre-meeting?

Pre-meetings will take place on April 14th from 8:00am-5:00pm. More information about the pre-meetings can be found here.

13. What meals will be provided during the Annual Membership Meeting?

Breakfast and lunch will be provided for on April 14th, for pre-meeting attendees, and on the 15th and 16th during general programming.

14. Where can I find an agenda?

The 2020 Membership Meeting schedule at a glance can be found here. It will be updated with more information as breakout sessions, speakers, and panels are confirmed.

15. How do I submit a breakout session RFP? What's the deadline?
GARE 2020 Annual Membership Meeting FAQs

Frequently asked/answered questions

As members, you drive the program content, and we invite you to propose a complete concept for a breakout session — workshop, learning lab, or panel — that highlights an issue of importance, policy innovation, or racial equity practice you would like to share with the network. For more information, or to submit a breakout session proposal, click here. For full consideration, please submit your proposals by January 17th, 2020.

Logistics

16. Is there an official conference hotel? How can I book a room?

GARE Room Blocks and special member rates will be available at the Hyatt Regency Portland at the Oregon Convention Center. The Hyatt Regency is currently under construction. To access the room block via phone, call 877-803-7534 and ask to make reservations for Race Forward. To access our room block online, click here.

17. Are there alternate conference hotels?

The Hyatt Regency is the only official conference hotel. Below is a list of nearby hotels that may have availability for lodging nights. Please note that GARE does not have a room lock under any of these hotels. We suggest contacting the hotel to inquire about room availability and if government rates can be applied.

<table>
<thead>
<tr>
<th>Hotel</th>
<th>Price *Subject to change</th>
<th>Address/Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doubletree by Hilton Hotel Portland</td>
<td>$171.00 per night</td>
<td>1000 NE Multnomah St, Portland, OR 97232• (503) 281-6111</td>
</tr>
<tr>
<td>Courtyard by Marriott Portland</td>
<td>$196 per night</td>
<td>435 NE Wasco St, Portland, OR 97232• (503) 234-3200</td>
</tr>
<tr>
<td>Crowne Plaza Portland Downtown Convention Ctr</td>
<td>$170.00 per night</td>
<td>1441 NE 2nd Ave, Portland, OR 97232• (503) 233-2401</td>
</tr>
<tr>
<td>Jupiter Hotel Portland</td>
<td>$144 per night</td>
<td>800 E Burnside St, Portland, OR 97214• (503) 230-9200</td>
</tr>
<tr>
<td>Portland Marriott Downtown Waterfront</td>
<td>$239 per night</td>
<td>1401 SW Naito Pkwy, Portland, OR 97201• (503) 226-7600</td>
</tr>
<tr>
<td>The Society Hotel (Dormitory type)</td>
<td>$78 - $116 per night</td>
<td>203 NW 3rd Ave, Portland, OR 97209• (503) 445-0444</td>
</tr>
<tr>
<td>The Hoxton, Portland</td>
<td>$129 per night</td>
<td>15 NW 4th Ave, Portland, OR 97209• (503) 778-0500</td>
</tr>
</tbody>
</table>

Additional information about the 2020 Annual Membership Meeting can be found here. For inquiries about meeting related questions, please reach out to us at GARE@raceforward.org.