COVID-19 UPDATE
The GARE Staff and Local Organizing Committee are closely monitoring Coronavirus (COVID-19) developments and travel advisories in Portland OR / Multnomah County. As of Thursday, March 5th, there are no public health recommendations in the Portland metro region to cancel or postpone large gatherings or special events due to COVID-19. Read Race Forward's full statement here.

As of today, plans to host the Membership Meeting 2020 on April 14th –16th at the Oregon Convention Center remain unchanged. We will be reviewing guidance from Multnomah County Health Department on a daily basis. Information on changes to the meeting schedule will be posted on the GARE Membership Portal and GARE Website. In the event of a cancellation, emails will also be sent to all ticket holders. Refunds of tickets are available until March 31st upon request.

For more information about the COVID-19 virus and how it will affect our Annual Membership Meeting, click here.

Registration

*All GARE Membership Meetings ticket sales are currently closed. Please contact us at GARE@raceforward.org for more information.

1. No one from my jurisdiction has registered. Can we still attend the membership meeting?

   General admission for the membership meeting is only available by signing up for the waitlist. If no one from your jurisdiction has registered for the membership meeting, please register for the waitlist as soon as possible. Additionally, please reach out to GARE@raceforward.org.

2. I would like to register for the membership meeting, but come from a jurisdiction that already has representation at the meeting. Can I still attend?

   General admission for the membership meeting is only available by signing up for the waitlist. If you would like to attend the membership meeting, please register for the waitlist as soon as possible. Full price general admission and Pacific North West track tickets will be released on a rolling basis, as space becomes available.

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

   GARE’s Annual Membership Meeting registration can be found here, if you or your team would like to attend, please register for the waitlist as soon as possible. Waitlist registrations can be done on an individual basis, or all at once. If you encounter problems while registering, please reach out to us at GARE@raceforward.org

4. 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 and no later than March 31st.
5. 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**

*All waitlist tickets have been released.* You should have received an email with instructions on how to claim your ticket. In order to claim your waitlist ticket and confirm your attendance to the membership meeting, you must follow the link provided on the waitlist. If you do not see this email in your inbox, please contact GARE@raceforward.org ASAP. All general admission ticket sales will end on February 28th.

6. 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.

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

You will receive an email notification from GARE 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.

8. Can I still sign up for the waitlist?

While we cannot currently guarantee registration to the meeting, we are still accepting waitlist registrations. We are working very hard to accommodate as many folks as possible in the general admission and Pacific North West track. Please register for the waitlist as soon as possible. Full price, general admission and Pacific North West track tickets will be released on a rolling basis, as space becomes available.

**Programming and breakout sessions**

*There is still space in select pre-meetings!* Pre-meeting content is tailored for those in every stage of their Racial Equity Journey.

- If you are in the Operationalizing stage, consider the advanced Pre-Meeting Session titled, “Racial Equity Alchemy: Attending to Racial Dynamics in Organizational Change Work with a Trauma-Informed Lens,” to help work through challenges that may arise in your equity core team.
- **Racial Equity, Criminal Justice, and Public Safety** will bring together GARE member representatives, including law enforcement professionals, with local community members to explore what “public safety” means to communities of color and to police, the importance of understanding institutional and structural racism and recognizing the racialized history of policing in the United States, and integrating racial equity into conversations about public safety.

9. 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.
10. When will registration close for the pre-meetings?

Pre-meetings are designed to deepen your understanding and enhance your time at the membership meeting! **Pre-meeting registration will remain open until March 9th**

11. 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.

12. 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.

13. How do I submit a breakout session RFP? What’s the deadline?

*The breakout submission process is currently closed. All submitted proposals are under review. If you submitted a breakout session proposal, we will be in touch as soon as possible with updates on the status of your proposal.*

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.**

**Group Discounts:**

*Group discounts are no longer available. All ticket sales will end on February 28th.*

14. 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](mailto:mmartinez@raceforward.org). *Please note that the deadline to coordinate group discounts is January 31st.*

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

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

16. How do we register our group? What if our registrants are not all from the same department and cannot all register together?

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. Group discounts expire on January 31st.
GARE 2020 Annual Membership Meeting FAQs
Frequently asked/answered questions

17. 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

*Group discounts are no longer available. All ticket sales will end on February 28th.

Complimentary Tickets and Ticket Codes

*Complimentary codes have expired. All ticket sales will end on February 28th.

18. 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.

19. 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

Logistics

20. 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.

21. 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</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 •</td>
</tr>
</tbody>
</table>
GARE 2020 Annual Membership Meeting FAQs

Frequently asked/answered questions

<table>
<thead>
<tr>
<th>Hotel Name</th>
<th>Room Rates</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<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>
<td></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>
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</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>
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</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>
<td></td>
</tr>
<tr>
<td>The Hoxton, Portland</td>
<td>$129 per night</td>
<td>15 NW 4th Ave, Portland, OR 97209• (503) 770-0500</td>
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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.