



REGISTRATION FORM

Seventh Annual FAA National Civil Rights Training Conference for Airports SEPTEMBER 7 – 9, 2016 WASHINGTON, DC

One form per person.

Reservation Deadline is September 2

(PLEASE PRINT LEGIBLY!)

Name: _____

Job Title: _____

Organization/Airport: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____

Email: _____

Sessions Schedule

Please identify the breakout sessions you plan to attend (See attached agenda). Everyone is requested to attend the General Session on Wednesday.

Wednesday, September 7, 2016 (7:00 - 8:00 a.m. – Registration)

8:00 - 11:45 a.m. - General Session // 1:00 - 5:00 p.m. - Breakout Sessions

- DBE/ACDBE (1)
- DBE/ACDBE (2)

- Title VI/LEP/EJ (1)
- Title VI/LEP/EJ (2)

- ADA/Section 504 (1)
- ADA/Section 504 (2)

Thursday, September 8, 2016 (7:00 - 8:00 a.m. – Registration)

8:00 a.m. - 5:00 p.m. – Breakout Sessions

- DBE/ACDBE (1)
- DBE/ACDBE (2)
- DBE/ACDBE (3)
- DBE/ACDBE (4)

- Title VI/LEP/EJ (1)
- Title VI/LEP/EJ (2)
- Title VI/LEP/EJ (3)
- Title VI/LEP/EJ (4)

- ADA/Section 504 (1)
- ADA/Section 504 (2)
- ADA/Section 504 (3)
- ADA/Section 504 (4)

Friday, September 9, 2016 (7:00 - 8:00 a.m. – Registration)

8:00 a.m. - 5:00 p.m. – Breakout Sessions

- DBE/ACDBE (1)
- DBE/ACDBE (2)
- DBE/ACDBE (3)
- DBE/ACDBE (4)

- Title VI/LEP/EJ (1)
- Title VI/LEP/EJ (2)
- Title VI/LEP/EJ (3)
- Title VI/LEP/EJ (4)

- ADA/Section 504 (1)
- ADA/Section 504 (2)
- ADA/Section 504 (3)
- ADA/Section 504 (4)

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 The Federal Aviation Administration is committed to providing equal access to all participants for this event. If you need alternative formats or services because of a disability, please contact Lori Pierce at: (202) 267-0224 or via email at lori.pierce@faa.gov by close of business on August 24, 2016.



Location

**Holiday Inn Capitol
550 C Street, SW
Washington, DC 20024**

Link for the map from the Metro to the hotel:
http://www.wmata.com/rail/maps/find_station.cfm#path

Last day to reserve rooms is August 7, 2016

Rooms have been reserved at the per diem rate of **\$222 per night** over the dates of **September 6, 7 and 8**. *Note: If you attempt to make a reservation outside the dates listed here, you will not receive the group rate.* To make hotel reservations online, click the link below:

[Airport Training Conference](#)

To call and make a reservation, please **dial 202-479-4000** and ask to speak with a **reservations agent**. Ask for group rate. **Group code: "NA9"**

What You Need to Know

- Lunch on your own all three days
- Training materials will be provided on thumb drives
- Bring laptops, if desired

Send completed registration form to:
Patricia Wright
Federal Aviation Administration

Email – patricia.wright@faa.gov

Mail: – P.O.B. 92007, Los Angeles, CA 90009-2007
Phone: 619-512-6683

REGISTRATION CONFIRMATIONS WILL BE EMAILED.

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Agenda / Breakout Sessions

Wednesday, September 7, 2016

Session #	DBE	TITLE VI/LEP/EJ	ADA/SECTION 504
General 8:00 – 11:45 a.m.		<ul style="list-style-type: none"> • Welcome and Civil Rights Program Update • TBD 	
1 1:00 – 2:45 p.m.	DBE/ACDBE Certification – Part 1	Stakeholders: Listening Session	Stakeholders: Listening Session
2 3:00 – 4:45 p.m.	DBE/ACDBE Certification – Part 2	Compliance Reviews and Enhancing Your Title VI Program	Service Animals at Airports

Thursday, September 8, 2016

Session #	DBE	TITLE VI/LEP/EJ	ADA/SECTION 504
1 8:00 – 9:45 a.m.	Non-Car Rental Goal Setting	Complaints: Title VI, LEP and EJ	Etiquette/Customer Service/Signage Wayfinding
2 10:00 – 11:45 a.m.	Small Business Transportation Resource Center Overview and Q&A	EJSCREEN	New Advisory Circular Requirements
3 1:00 – 2:45 p.m.	Commercially Useful Function and Counting	EJSCREEN (repeat session)	Airport-Provided Ground Transportation and Public Transit at Airports
4 3:00 – 4:45 p.m.	Reporting	LEP Plan Workshop	Taxis and Private Providers of Ground Transportation at Airports

Friday, September 9, 2016

Session #	DBE	TITLE VI/LEP/EJ	ADA/SECTION 504
1 8:00 – 9:45 a.m.	Monitoring and Enforcement/Good Faith Efforts	Outreach: Title VI, LEP and EJ	Etiquette/Customer Service/Signage Wayfinding (repeat session)
2 10:00 – 11:45 a.m.	Car Rental Program	Grant Assurances Workshop	TSA Issues
3 1:00 – 2:45 p.m.	Car Rental Program (repeat session)	Grant Assurances Workshop (repeat session)	Hot Issues: Reasonable Modification, Maintenance, SARAs
4 3:00 – 4:45 p.m.	Specialized Assistance	LEP Plan Workshop	Hot Issues: Reasonable Modification, Maintenance, SARAs (repeat session)

Agenda/Breakout Sessions subject to change.

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