



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

Email – patricia.wright@faa.gov

REGISTRATION CONFIRMATIONS WILL BE EMAILED.

Agenda / Breakout Sessions

Wednesday, September 7, 2016

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| 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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