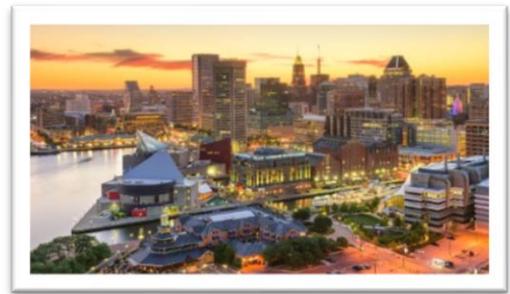


NCBI Leadership for Diversity Institute

Tuesday November 12 – Friday November 15, 2019



Hotel

Delta Hotels Baltimore Hunt Valley
245 Shawan Road
Hunt Valley, MD 21031
Reservations: (410) 785-7000

NCBI's Leadership for Diversity Institute will take place at Delta Hotels Baltimore Hunt Valley Hotel.

Whether you are coming from a neighboring city like Washington DC or coming from out of state or even from outside of the U.S., we highly recommend staying at Delta Hotels Baltimore Hunt Valley. This will ensure you have a stress-free, productive, and enjoyable experience for the duration the Institute.

Participants are responsible for their own reservation and payment; however, we have arranged for a block of rooms at Delta Hotels Baltimore Hunt Valley. Under NCBI's exclusive rate, hotel rooms cost \$139 per night. *This exclusive NCBI group rate expires October 25th, 2019.*

Simply specify you are attending the NCBI training to receive the reduced rate or reserve using this link <https://www.marriott.com/event-reservations/reservation-link.mi?id=1567203434583&key=GRP&app=resvlink>

Hotel Price Match Policy

Should you find a better price for a hotel room in Hunt Valley through a third-party website or travel agent, Delta Hotels Baltimore Hunt Valley Hunt Valley will match that price upon request. Simply call/email them with the relevant information.

For more information please visit the hotel's website at:

<https://www.marriott.com/hotels/travel/bwidh-delta-hotels-baltimore-hunt-valley/>

Closest Airports

The closest airport to the training site is Thurgood Marshall Baltimore-Washington International Airport (BWI). We recommend that all training participants fly into BWI.

The Hunt Valley, Maryland area is served by three airports. The distance from each airport to the hotel is as follows:

- *From Baltimore-Washington International Airport (BWI) – 30.68 miles; 32 minutes*
- *From Ronald Reagan Washington National Airport (DCA) – 61 miles; 1 hour 8 minutes*
- *From Washington Dulles International Airport (IAD) – 78 miles; 1 hour 21 minutes*

Travel to/from the Hotel:

Airport or train station transportation is available through Light Rail, private car, taxi or Super Shuttle.

There are 33 Light Rail station stops along the system. The Light Rail is a 'barrier-free' system, so tickets are purchased from the ticket vending machine before boarding. Tickets are not available on board. Trains run daily. For more information, visit Maryland Transit Administration or call 800-325-7245.

Delta Hotels Baltimore Hunt Valley provides a Complimentary shuttle service within a 3-mile radius available Monday to Friday, 6:30am to 9pm. Weekdays only.

Meals

A free breakfast and lunch are included in the price of registration for all participants. Other meals are easily obtained in the hotel restaurant or neighboring eating establishments.

Culture Share: One of the highlights of our Institute is culture sharing. Participants will have an opportunity to share something from their cultural background. We invite you to come with a song, poem, story, dance, pictures, or anything that you would like to share about your heritage. Our experience has been that certain people think of themselves as having a culture; others have difficulty thinking of their background. Wherever you and your ancestors come from, or whatever your family is like, your background is rich with culture. Think about what makes you, your family, and your people distinctive. You are warmly invited to share that.

Attendance - Missing a Session

Many of you may have participated in conferences where you can easily come and go; because of the nature of this work, attending each session is important for the continuity of the Institute. We build a community within the Institute and periodically break into small groups for leadership practice. At all the Institute sessions, your presence makes a big difference. We know that Baltimore is an interesting place to visit, but please arrange any sightseeing before or after the Institute. If you know that you are going to miss a session, please let us know ahead of time.

Dress Code

Most participants wear business casual clothing.

Refund Policy:

NCBI will refund the full cost of registration up to **October 11, 2019**. If cancellation occurs, at least two weeks before the start date of the Institute, NCBI will refund half the cost of registration. Any cancellation past that date will not be refunded.

Please notify of cancellations by writing to info@ncbi.org or calling NCBI's office at (240) 638-2813 Monday through Thursday from 9:00AM to 4:00PM eastern.

We hope we have provided all the information you need to plan for your attendance at the next Institute. Still have a question? No worries; please call or write us.

The people who have registered for NCBI's Leadership for Diversity Institutes in the past are a very powerful group of activists, educators, and community leaders from across the United States and abroad. We hope you will join that group when you attend the November 2019 Institute.