



# Neighborhood Networks: Connecting Residents to Opportunities

Neighborhood Networks National Training Conference



*Delivering Technology Access to America's Communities*

*Pre-Conference sessions to be held August 6 and 7*

**Washington, D.C.  
August 8–10, 2007**

## Dear Neighborhood Networks Supporter:



If I were asked to describe Neighborhood Networks in a single word, it would be “dynamic”. This one word not only captures the energy and enthusiasm that Neighborhood Networks centers add to a community, it also conveys the activity and progress continuously occurring in this life-changing Initiative. To help Neighborhood Networks supporters maintain a high level of energy and enthusiasm and obtain the tools and resources needed to keep up with change and progress, the U.S. Department of Housing and Urban Development (HUD) Office of Multifamily Housing Programs hosts Neighborhood Networks National Training Conferences.

This year, the Neighborhood Networks National Training Conference is at the Grand Hyatt Hotel in Washington, D.C., August 8–10. **Connecting Residents to Opportunities**, the theme of this year’s conference, includes sessions and events that focus on the vital role Neighborhood Networks centers play in helping residents achieve their goals. I invite you to join fellow Neighborhood Networks supporters in our Nation’s Capital for this unique educational opportunity that is the perfect balance of expert-led sessions and peer networking.

The format of the National Training Conference has been enhanced based on previous conference participant feedback. In addition to offering a multitude of concurrent sessions on a variety of topics such as organizational development, workforce development, and technology, we are providing extended training sessions on topics such as fundraising, partnerships, technical assistance, and how to obtain no- or low-cost hardware and software. The Neighborhood Networks National Consortium hosts a series of sessions that complement the curriculum to ensure attendees receive the resources and information they need to succeed. Also based on positive feedback, pre-conference sessions on grantwriting and digital storytelling are being offered on August 6 and 7.

As with the previous Neighborhood Networks National Training Conferences, invited exhibitors are conducting clinics and displaying products and services that can help Neighborhood Networks centers better serve residents. These clinics are showcasing resources and providing participants with an opportunity to receive a hands-on demonstration.

Register now to secure your hotel reservation at the government rate. You may register online at [www.NeighborhoodNetworks.org](http://www.NeighborhoodNetworks.org), by fax at (301) 589–2493, or by mailing the attached registration form. For assistance, call the Neighborhood Networks Information Center toll-free at (888) 312–2743. The hearing impaired may access the Neighborhood Networks number via TTY by calling the Federal Information Relay Service at (800) 877–8339.

Please join us for this truly unique educational experience; I look forward to seeing you in August.

A handwritten signature in dark ink, reading "Delores A. Pruden". The signature is fluid and cursive, with a long horizontal stroke at the end.

Delores A. Pruden  
Director, Neighborhood Networks





## Something for Everyone

Just as every Neighborhood Networks center offers programs specifically tailored to meet its residents' needs, the 2007 Neighborhood Networks National Training Conference offers a customized agenda to meet the Neighborhood Networks stakeholders' needs. This year, in addition to a variety of concurrent sessions on topics of interest to stakeholders, the Neighborhood Networks National Training Conference is offering extended training sessions that provide participants with a more in-depth and hands-on learning experience. The pre-conference seminars on grantwriting and digital storytelling provide participants with a chance to receive more comprehensive training.

## A Snapshot of the Week

Monday August 6	Tuesday August 7	Wednesday August 8	Thursday August 9	Friday August 10
8 a.m. – 5 p.m. Early Registration	8 a.m. – 5 p.m. Registration	8 a.m. – 5 p.m. Registration	8 a.m. – 5 p.m. Registration	8 a.m. – 12 Noon Registration
9 a.m. – 12 Noon Pre-conference Seminars: Grantwriting and Digital Storytelling	9 a.m. – 12 Noon Pre-conference Seminars: Grantwriting, Digital Storytelling and HUD Staff Training	9 a.m. – 10 a.m. Welcome and Opening Address	9 a.m. – 10:30 a.m. General Session: Blogs, Bookmarks, and Online Social Networking	9 a.m. – 9:45 a.m. General Session: Neighborhood Networks National Consortium (NNNC)
12 Noon – 1 p.m. Lunch on Your Own	12 Noon – 1 p.m. Lunch on Your Own	10:30 a.m. – 12 Noon Concurrent Sessions	10:45 a.m. – 12 Noon Concurrent Sessions	10 a.m. – 12 Noon NNNC Concurrent Sessions
1 p.m. – 5 p.m. Pre-conference Seminars: Grantwriting, Digital Storytelling and HUD Staff Training	1 p.m. – 5 p.m. Pre-conference Seminars: Grantwriting, Digital Storytelling and HUD Staff Training	12 Noon – 2 p.m. General Session Luncheon	12 Noon – 1:30 p.m. Lunch (On Your Own)	12 Noon – 2 p.m. Lunch and Learn (Boxed lunches provided)
		2:15 p.m. – 3:30 p.m. General Session: Meet the Funders: Learn What Projects are Being Funded and Why	1:30 p.m. – 2:45 p.m. General Session: Access Aware	2:15 p.m. – 4:30 p.m. Tour of CPDC Gateway @ Edgewood Terrace Neighborhood Networks Center
		3:45 p.m. – 5:15 p.m. Concurrent Sessions	3 p.m. – 5:30 p.m. Extended Concurrent Sessions	
		5:30 p.m. – 6:30 p.m. Networking Reception		

### ..... Travel Funds .....

For those attendees representing HUD properties located outside the Washington, D.C., metropolitan area, travel and overnight lodging expenses for owner representatives, management staff, Neighborhood Networks staff, and resident representatives, to attend the National Training Conference may be allowable project expenses. Participants can determine if attendance costs are eligible project expenses for their property by contacting their assigned HUD project manager.



## Who Should Attend and Why

The 2007 Neighborhood Networks National Training Conference offers a unique educational experience for every member of the Neighborhood Networks team:

- **Neighborhood Networks center staff.** Information-filled sessions and networking opportunities allow center directors, instructors, and program coordinators to return home with the tools and resources necessary to make their centers even more successful.
- **Property owners and managers.** Participants learn how to start and maintain a Neighborhood Networks computer learning center and discover the benefits of having a center.
- **Resident Service Coordinators.** Through interaction with conference attendees, Resident Service Coordinators learn how their roles relate to the work performed at Neighborhood Networks centers.
- **HUD Neighborhood Networks Coordinators and other HUD staff.** A two-day pre-conference session specifically designed for HUD Neighborhood Networks Coordinators trains them on updating the Strategic Tracking and Reporting Tool (START), the Neighborhood Networks Center Classification System, and the delivery of technical assistance to centers.
- **State, local, and federal government agencies.** Agencies discover the benefits of working with a Neighborhood Networks center.
- **National and local partners.** Organizations learn more about the Neighborhood Networks Initiative and the benefits of partnership.
- **Volunteers.** Workshops about programming, funding, and organizational development help enrich volunteer efforts.
- **Consortia members.** The Neighborhood Networks National Consortium (NNNC) teaches how to establish and maintain a consortium. Interaction at the conference also gives participants the opportunity to compare their progress and success with other consortia.
- **Foundations, nonprofits, and community organizations.** Participants learn more about the structure of the Neighborhood Networks Initiative and how being involved with the Initiative can help an organization serve its target population.
- **Educational institutions.** Session attendees explore how Neighborhood Networks can be a great match for educational institutions and how these two community resources can work together.
- **Residents.** Residents find out how to become involved in Neighborhood Networks, from providing assistance with outreach to other residents to volunteering at the center.



## Pre-conference Sessions

(Representatives of Neighborhood Networks centers located on Multifamily FHA-insured and assisted housing properties have priority in registering for these sessions)

### Comprehensive Grantwriting Session

Back by popular demand, a two-day pre-conference grant-writing session customized for Neighborhood Networks centers is offered for those who are new to grantwriting, or those who are looking for a refresher course. This highly interactive session has been among the highest rated sessions at previous conferences, and includes hands-on individual and group activities. Topics covered include funders' requirements, the necessary components of a successful grant application, marketing tips, and leads to available grants. Each attendee receives a copy of the workbook, "Winning Grants: Step by Step", by Mim Carlson. Space is limited to 40 participants, who are required to attend both full days of the session. For reservations, contact Paloma Costa via the Neighborhood Networks Information Center toll-free at (888) 312-2743.

### Digital Storytelling

First introduced to Neighborhood Networks by the Neighborhood Networks National Consortium at the 2006 Boston Regional Technical Assistance Workshop, digital storytelling is a wonderful way of attracting center participation from residents of all ages. For those participants who are new to digital storytelling and want to learn what it takes to tell their own story, this two-day, project-based boot camp workshop is a perfect hands-on opportunity to learn. Participants of the workshop learn how to find, tell, create, and publish an original digital story in an encouraging, creative, and fun environment. The goal of this workshop is to provide all participants with the intellectual and technical skills necessary to independently create digital stories in their own work or personal endeavors. Starting with story theory and ending with technical skills, participants create a two- to three-minute piece to take home on CD or DVD. All necessary hardware and software is provided. Space is limited to 20 participants, who are required to attend both full days of the session. Participants are asked to prepare materials prior to attending the session. For reservations, contact Paloma Costa via the Neighborhood Networks Information Center toll-free at (888) 312-2743.





# General Sessions

## **Aging In Place \***

This workshop highlights a project funded by the Department of Commerce Technology Opportunity Program (TOP), which focuses on innovative technology-based service delivery at the Community Preservation and Development Corporation (CPDC) Gateway @ Edgewood Terrace, a Neighborhood Networks center. The goal of the project is to improve the economics and health of a Northeast Washington D.C. community by delivering targeted technologies and services to over 290 senior residents.

Key components of the project include the development of a Biomedical Technology Demonstration Center for demonstration, education, and training on assistive and health monitoring technologies, promoting personal health, wellness, and independent living; a physical and virtual Clinical Storefront supported by Catholic University of America's nursing school; in-home technologies for continuous and routine health and activity monitoring for those with chronic illness and acute medical conditions. This session is complemented by the site visit scheduled for Friday afternoon to the CPDC Gateway @ Edgewood Terrace. This workshop is provided by the NNNC.

## **Access Aware \***

Neighborhood Networks centers serve a variety of residents, some with their own special needs. Whether a center serves seniors or those with physical, mental or learning disabilities, accommodating the unique needs of these individuals is not as difficult or costly as previously thought. Attendees learn

how centers can effectively provide programs and services that support all of the groups that use the center.

## **Blogs, Bookmarks, and Online Social Networking \***

The rapid development of technology has created interesting social networking tools that are popular among many Neighborhood Networks center users, such as *MySpace.com* and *Flickr.com*. Centers also can use these tools to reach out to current and potential stakeholders in support of their programmatic, funding, and operational efforts. In fact, the use of online social networking has resulted in recent successes by many nonprofit organizations in spreading the word about their causes and gathering support. Neighborhood Networks centers also can harness the power of these effective marketing tools. This workshop introduces Neighborhood Networks centers to this hot topic.

## **Meet the Funders: Learn What Projects Are Being Funded and Why \***

This session emphasizes the need for centers to adjust their strategies to the changes in the funding environment while remaining viable for grantmaking opportunities. The session includes an informative roundtable discussion among large corporate, public, private, and government organizations about current funding trends and what these trends mean for Neighborhood Networks centers. A portion of this session is dedicated to attendees sharing information on their funding strategies (what works, what does not) and asking the experts questions about applying for and receiving funding.



# Concurrent Sessions

## **Access and Inclusion for All \***

It can be a challenge to include residents of different ethnic backgrounds and languages into Neighborhood Networks center programs. However, the CWA-Cayce Learning Center in Nashville, Tennessee, has found success in the method and program content it offers to its large refugee population. This workshop showcases the successes of this center and other Neighborhood Networks centers offering programs for non-English speaking residents.

## **Adult Training**

This workshop provides an overview of the elements necessary to provide a successful adult training program. The CPDC Gateway @Buckman Road Neighborhood Networks center in the Washington, D.C. region shares ideas about the importance of recruitment, assessment, and strong partnerships, as well as the importance of funding available at both the local and federal level. This workshop is provided by the NNNC.

## **Apprenticeships: Not Just a Job ... a Career Choice**

Increasing self-sufficiency among multifamily housing residents is one of the main goals of Neighborhood Networks. What better way to make residents more self-sufficient than helping to develop a 21<sup>st</sup> Century workforce capable of performing the skills required for employment. Across the country, apprentices are being trained by over a quarter of a million employers. By hosting an apprenticeship program, Neighborhood Networks centers can help residents become skilled in specified fields and trades. Participants learn about apprenticeship training models, resources for getting residents involved, and tips for how to identify successful apprenticeship opportunities.

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\* Sessions with an asterisk indicate senior specific issues are incorporated into the session.



## **Big Business as Partners: Understanding What's In It for Them \***

Developing relationships and/or partnerships is vital to the success of Neighborhood Networks centers. Representatives from large corporations share many of their lessons learned in partnering with small, community-based organizations, such as Neighborhood Networks centers, and give attendees insight into successful partnership development and maintenance. Attendees learn how and why to approach these very important resources.

## **Center Classification: A Step-by-Step for Climbing Level-by-Level**

Neighborhood Networks centers are now able to elevate their status through the Neighborhood Networks Center Classification process. This session is designed to guide participants through the three levels of classification: Designated (Level 1), Certified (Level 2), and Model (Level 3). Further, the session explores the benefits of achieving these advanced levels.

## **Creating Opportunities in Rural Communities \***

Rural Neighborhood Networks centers face a completely different set of challenges than their counterparts in metropolitan areas. This workshop presents information about best practices, funders, partnerships, and solutions specifically targeted towards rural centers.

## **D.C. Creating Assets, Savings and Hope (CASH) and Earned Income Tax Credit (EITC)**

The D.C. CASH campaign has worked for the last two years to provide free tax preparation services in technology and community centers across the Washington, D.C. metropolitan area. Along with preparation, residents get access to bank counseling and credit repair. In this session participants learn about the importance of asset building for residents, a successful model implemented in the District of Columbia, the EITC and services offered by the United States Internal Revenue Service (IRS). This workshop is provided by the NNNC.

## **Digital Art: Turning the Ordinary Into Extraordinary \***

Engaging residents at a Neighborhood Networks center, whether children, teenagers, adults, or seniors, can be difficult if programming or courses hold little interest for them. Digital Art encourages artistic expression and learning among center users, is relatively simple to grasp, and does not require expensive software to implement. It is an exciting and relevant option for all Neighborhood Networks centers, particularly those in search of programming that appeals to all age levels.

## **The Computer Clubhouse Learning Approach: Engaging and Inspiring Youth through Technology**

For those looking for meaningful and effective ways to interest youth on an ongoing basis, the Computer Clubhouse encourages youth to explore their own ideas, develop skills and build confidence. Without classes or a prescribed

curriculum, the Clubhouse provides young people a supportive environment and a variety of software and technological tools for use in the visual arts, video, robotics, music, Web and graphic design. This workshop draws on best practices from the Computer Clubhouse learning approach and introduces participants to knowledge, resources, and effective practices to take with them and implement with youth at their Neighborhood Networks center.

## **Financial Education and the Impact on Low-Income Resident Properties \***

Low-income communities are a prime audience for learning about the advantages of banking and investing to build assets. This session discusses the win-win proposition of Neighborhood Networks centers offering financial and consumer education programs to their users, and reviews the benefits involved for property owners, managers, resident coordinators, financial institutions, and community residents. A representative from a national banking institution offers best practices for developing partnerships between Neighborhood Networks centers or consortia and banks in their local communities. Appropriate topics for various audiences are shared, as is the importance of considering cultural and linguistic factors in reaching as many community members as possible.

## **Is Wireless Right for Your Center?**

Going wireless is becoming increasingly popular with non-profits and communities because of its simplicity and low cost. Making the choice to use a wireless Internet connection can be a difficult decision for Neighborhood Networks centers. Participants learn about this option from experts and other Neighborhood Networks centers to determine if wireless is the right option for their centers.

## **Let's All Join Local Area Networks (LANs): Connecting to and Sharing Resources with Other Centers**

Today's technology allows a multisite property owner/management company or Neighborhood Networks consortium to share information, data, and resources among its properties and centers. Tools such as calendaring, data management, Web conferencing, remote application access (via a Virtual Private Network), Intranet, and e-mail access can become shared resources that save Neighborhood Networks property owners, consortia, and centers time and money and provide valuable information that can be used in preparing joint grant proposals.

## **Managing a Budget at a Neighborhood Networks Center**

With funding at a premium, proper budgeting is the foundation for any successful Neighborhood Networks center. An accurate budget helps set program and staff goals, and also helps track the center's financial progress towards those goals throughout the year. Budgets are also essential for securing additional funding, as donors expect to see well-crafted

financial planning. Budget managers from Neighborhood Networks centers review and offer tools for managing various types of budgets, ensuring that attendees are able to create an actual budget upon completing the session. This workshop is provided by the NNNC.

## **Organizational Development: A Strategic Approach to Success**

Organizational development is crucial to the sustainability of Neighborhood Networks centers. Among the topics discussed in this workshop are strategic planning, leadership development, and organizational communication.

## **Programs that Have Residents Coming Back for More \***

For Neighborhood Networks center staff looking to attract more residents to their programs, this workshop presents a unique grassroots organization approach for increasing resident participation. Best practices in resident involvement strategies are featured.

## **Project-based Learning and Verizon's Thinkfinity**

This session gives an overview of project-based learning and why it is important for Neighborhood Networks centers. Supporting the learning that youth are experiencing at school provides a base for creating a more successful learner at Neighborhood Networks centers. Another highlight of this session provides participants with resources previously only available to schools via Verizon's Thinkfinity Web-based tool. This workshop is provided by the NNNC.

## **Put the Power of the Strategic Tracking and Reporting Tool (START) to Work for You**

To be designated a HUD Neighborhood Networks center, a property owner or manager must first submit to HUD an electronic business plan using START. This workshop is for both those new to START and those who would like to learn about the new features that have been added to the tool. START remains a centerpiece in the path to center sustainability.

## **Recruiting and Retaining the Right People \***

According to the 2005 Neighborhood Networks Report, only 50 percent of individuals working at Neighborhood Networks centers are paid staff. The other 50 percent are volunteers that include residents, representatives from area nonprofit agencies conducting classes, or college students working with children on service-learning projects. This workshop presents a plan for how to recruit, retain, and reward Neighborhood Networks center volunteers. Various volunteer options are discussed, including Volunteers in Service to America (VISTA).

## **Local/Regional Consortia: Join Forces for More Resources**

This session provides important information to Neighborhood Networks stakeholders who are interested in starting or joining a local or regional Neighborhood Networks

consortium. Neighborhood Networks staff and the NNNC discuss the consortium development process, as well as explain the benefits and advantages of participating in a consortium.

## **The Seven Steps to Center Sustainability**

In September 2006, the Finance Project—a firm that develops and disseminates research, information, tools, and technical assistance for improved policies, programs, and financing strategies—conducted a study to better understand what increased and/or hindered the sustainability of the grantees in the U.S. Department of Education's 21<sup>st</sup> Century Community Learning Centers (21CCLC) program, the only federal funding source dedicated exclusively to out-of-school time programs. Neighborhood Networks centers face similar challenges with sustainability as 21CCLCs. By discussing the study and sharing examples of community learning centers that were able to maintain sustainability even after losing their grants, the Finance Project provides Neighborhood Networks stakeholders with ideas and blueprints for success in the constant quest to become and remain sustainable.

## **Using the Internet: Play It Safe \***

Neighborhood Networks' national partner i-SAFE, a worldwide leader in Internet safety for children, is dedicated to providing students with the critical thinking and decision-making skills needed to recognize and avoid dangerous and/or unlawful online behavior. In this session, i-SAFE shares with participants how to keep children safe online by discussing Internet fraud, securing computers, and protecting users' personal information.

## **Workforce Development: It's All About Supply and Demand \***

Participants learn how to research the economic and workforce strengths and/or needs of a surrounding community to develop a job placement program that addresses the community's needs. Just as asset mapping can guide partnership development, mapping the surrounding economic/workforce environment can help improve job training and placement activities in a Neighborhood Networks center to help residents obtain steady employment and a rewarding career.

## **Would You Like To Get Under My Umbrella? All About Fiscal Sponsorship**

Despite the many benefits, not all Neighborhood Networks centers have obtained Internal Revenue Service (IRS) 501(c)(3) nonprofit tax-exempt status. One way Neighborhood Networks centers can enjoy nonprofit advantages without actually becoming a 501(c)(3) tax-exempt facility is through fiscal sponsorship. Centers may be able to use the NNNC or local/regional consortia as their fiscal sponsors. Pros and cons of this approach are discussed.

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\* Sessions with an asterisk indicate senior specific issues are incorporated into the session.

# Extended Concurrent Sessions

## Save Smart: Train-the-Trainer

Neighborhood Networks national partner Adult Literacy Media Alliance (ALMA) is dedicated to helping adults gain basic reading, writing, and math skills through TV411, an Emmy Award-winning, nationally broadcast television series that has received wide distribution through public television and cable stations since 1999. With the TV411 Save Smart multimedia toolkit, adults can learn the basic reading and math skills behind saving and investing. Aimed at adults with a 5th to 8th grade reading and math level, Save Smart offers an engaging video, print, and Web-based curriculum that includes four units—Unit 1: Planning for Retirement; Unit 2: Tax-deferred Savings and Investing for Retirement; Unit 3: Mutual Funds: The Ups and Downs, Ins and Outs; and Unit 4: Mutual Funds: Calculating the Cost. This train-the-trainer session provides free Save Smart toolkits and shows participants how to conduct literacy and/or money management programming utilizing these resources.

## Form a Partnership That's Out of This World: NASA's Imagine Mars Project

Workshop sessions presented by the National Aeronautics and Space Administration (NASA) have always been very popular at previous Neighborhood Networks conferences. This session presents the Imagine Mars Project currently underway at several Neighborhood Networks centers, and also goes into more depth as an extended train-the-trainer session. Participants learn how to implement the Imagine Mars Project at their Neighborhood Networks centers, and how to access additional resources related to the project. They also receive contact information for "Solar Ambassadors" that can assist with the implementation of the Imagine Mars Project.

## Program Assessment

A key component to achieving good outcomes in Neighborhood Networks programs is having a valuable assessment in place. This session explores two levels of assessment; first, understanding the tools available for program assessment and second, its incorporation into programs for tracking and evaluating outcomes. Participants are presented with the logic model that was developed by a Grantee Partner of Washington Area Women's Foundation's Stepping Stones initiative. There is also an overview of the free Web-based tools available on [www.innonet.org](http://www.innonet.org). This workshop is provided by the NNNC.

\* Sessions with an asterisk indicate senior specific issues are incorporated into the session.

## Raising Funds, Sustaining Your Center \*

This intensive training session offers a comprehensive approach to understanding and engaging in the fundraising process. In this session, participants assess their current fundraising capabilities, and learn how to build or enhance their current fundraising efforts. Through hands-on exercises, participants create an assets inventory, an organizational goal statement, and a fundraising plan.

## Some Things in Life Are Free: Refurbished Computers and Open Source Software

Technology is a fundamental component of the Neighborhood Networks Initiative, but acquiring equipment can sometimes be a challenge. Centers learn how to access free or low-cost computers and software in this training session, and how open source software has become a key resource for many nonprofit organizations. To showcase the uses and benefits of refurbished equipment and open source software, an onsite computer lab equipped with free or low-cost equipment will be displayed at the National Training Conference.

## Technical Assistance: Help Is On the Way

The Neighborhood Networks Initiative offers many resources to help support Neighborhood Networks centers, including onsite technical assistance. This support has proven to be a valuable resource in increasing sustainability for Neighborhood Networks centers. This extended training will offer an introduction to both the Initiative and the technical assistance process. Whether new to the neighborhood or veterans looking for a refresher, participants will receive essential information aimed at building a center's capacity to operate efficiently, measure performance, establish vital partnerships, and create programs that lead to employment and self-sufficiency for residents. HUD resources available to Neighborhood Networks centers will be discussed and shared.





# Special Events

## Exhibit Hall

Exhibitors from government agencies, nonprofits, corporations, partners, Neighborhood Networks consortia and centers, offer information about the programming and resources available to conference attendees. Exhibitor and conference staff-led clinics with one-on-one discussions and other exciting events make this year's exhibit hall one that shouldn't be missed!

For those interested in exhibiting, please call toll-free at (888) 312-2743 for an exhibitor's packet, or download a packet at [www.NeighborhoodNetworks.org](http://www.NeighborhoodNetworks.org).

Hours: Wednesday and Thursday, 8:30 a.m. – 5 p.m. and Friday, 9 a.m. – 12 Noon

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**Friday, August 10, 2007**

**9 a.m. – 12 Noon**

### **Neighborhood Networks National Consortium (NNNC) Sponsored Sessions**

Members of the NNNC Board report on their prior year activities and host the workshop sessions. NNNC Board members also will be featured on panels throughout the conference.

**12 Noon – 2 p.m.**

**Lunch and Learn**

**Boxed lunches provided**

- General Session – Aging in Place
- Expert- or peer-led informal discussions about topics of relevance to all attendees. In addition to topics chosen by participants, topics such as how to create and publish a podcast, Really Simple Syndication (RSS)/tagging, viral marketing techniques, IT planning, volunteer retention, program evaluation, blogging, and e-newsletters may also be discussed.

**2:15 p.m. – 4:30 p.m.**

### **CPDC Gateway @ Edgewood Terrace Site Visit**

Participants visit one of the first Neighborhood Networks centers to open its doors. This center's unique efforts have earned grants from Microsoft and the Freddie Mac Foundation and allowed it to offer a variety of programs and services to the community, including job training programs, youth summer camps, a childcare center, a cyber café, and a state-of-the-art recording studio. Conference participants are invited to take a tour of this Model Neighborhood Networks center and see the results of successful outreach to residents, partners and the surrounding community.



# TRAVEL AND HOTEL

Conference and Lodging Site  
Grand Hyatt Hotel  
1000 H Street, NW  
Washington, DC 20001  
(202) 582-1234

**ALL ATTENDEES ARE RESPONSIBLE FOR MAKING THEIR OWN HOTEL AND TRANSPORTATION ARRANGEMENTS.**

## Reservations

Please contact the hotel directly to make sleeping room reservations at (800) 233-1234, or (202) 582-1234, and ask for the "Neighborhood Networks Group Block." The Grand Hyatt Hotel is offering a room rate of \$162 (single), or \$187 (double), plus 14.5 percent tax, from August 5 – August 10, 2007, based on sleeping room availability. The hotel has accommodations for people with accessibility needs. Attendees should make the hotel aware of their needs. **The deadline for making hotel reservations is Tuesday, July 24, 2007. As it is anticipated that hotel rooms will sell quickly, room reservations should be made early.**

## Amenities and Local Information

The Grand Hyatt offers many complimentary amenities to our group guests, including in-room coffee, daily newspaper, an indoor heated swimming pool, and a fitness room. The property also offers six restaurants and lounges, room service, and Internet access in guest rooms. The hotel is located within minutes of many Washington, DC, attractions from museums to national monuments. From the hotel, it is easy to travel to an amazing array of attractions. The Metro subway system is conveniently located adjacent to the lobby of the hotel.

## Airport Information, Transportation, and Hotel Parking

Three airports serve the Washington, DC, area. Washington Reagan National Airport (DCA) is approximately five miles from the conference site and is located on the Metro subway system. Washington Dulles International Airport (IAD) is located approximately 27 miles from the conference site and Baltimore Washington International Airport (BWI) is located about 30 miles from the conference site.

- By Metro (from Washington National Airport only): Take the Blue line (in the direction of Largo Town Center) and exit off at Metro Center. Take the 11<sup>th</sup> Street exit which brings you into the lobby of the Grand Hyatt Hotel. Metro fares are \$1.65 (regular fare which is offered weekdays from 5 a.m. to 9:30 a.m. and 3 p.m. to 7 p.m.) and \$1.35 (reduced fare) all other times.
- Taxi service is available for an average one-way cost of \$20 from DCA, \$55 from IAD, and \$65 from BWI.
- Shuttle service is available from all three airports to the conference site. Please call Super Shuttle at (800) BLUE-VAN (258-3826). The one-way cost is approximately \$12 from DCA, \$25 from IAD, and \$30 from BWI. A 24-hour advance notice is recommended.
- Rental cars from Alamo, Avis, Budget, Dollar, L&M, and National are available from each airport at the terminal, or a short distance by courtesy shuttles.
- Valet parking at the hotel is \$26 per day, or self-parking for \$20/day for overnight guests.

## Directions

**From Washington Reagan National Airport:** Take the George Washington Memorial Parkway North to the Washington, DC exit, continue over the 14th Street Bridge, and stay in the right lane. Take the exit for 12<sup>th</sup> Street, NW, and continue through the tunnel for eight blocks. Turn right onto H Street, NW, and go one block. The Grand Hyatt is at the corner of 11<sup>th</sup> and H Streets, NW.

**From Washington Dulles International Airport:** Take the Dulles Toll Road/VA-267 East, and stay on this road; it becomes I-66 East. Take the US-50 E/Constitution Avenue exit, go to 15th Street and turn left, go to New York Avenue, NW, and turn right then bear right onto H Street, NW. The Grand Hyatt is on the corner of 11<sup>th</sup> and H Streets, NW.

**From Baltimore-Washington International Airport (approximately 30 miles) and Points North:** Take I-95-South to Exit 22 B (Baltimore-Washington Parkway, South). From the parkway, take the New York Avenue exit and go approximately six miles. Turn left onto 5th Street, NW and go three and a half blocks. Turn right onto H Street, NW, and go five blocks. The Grand Hyatt is at the corner of 10th and H Streets, NW.

**From Points South:** Take I-95-North to 395 North. Continue over the 14th Street Bridge, then, merge into the right lane. Take the exit for 12<sup>th</sup> Street, NW, and continue through the tunnel for eight blocks. Turn right onto H Street, NW, and go one block. The Grand Hyatt is at the corner of 11<sup>th</sup> and H Streets, NW.

Check the Neighborhood Networks Web site at [www.NeighborhoodNetworks.org](http://www.NeighborhoodNetworks.org) for conference updates.





U.S. Department of Housing and Urban Development  
Room 6124  
Washington, DC 20410-6000

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Penalty for Private Use \$300

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