

Frequently Asked Questions

2024 Annual Partner Convening Frequently Asked Questions (FAQs)

We are thrilled to host our partners at the 2024 annual convening in Atlanta, Georgia. For the most up-to-date information about the convening, be sure to visit the [convening landing page here](#). If you have any additional questions, please contact Nic Miller at nmiller@communitycatalyst.org.

1. Location

- a) When and where is the 2024 Community Catalyst partner convening?
 - i. The 2024 Community Catalyst partner convening, *Building Power for Health Justice*, is Tuesday, Dec. 3, 2024 – Friday, Dec. 6, 2024 in Atlanta, GA at the Atlanta Marriott Marquis.
 - ii. **There is no virtual option this year.**
- b) Where do I stay?
 - i. Partners attending the 2024 Community Catalyst partner convening, Building Power for Health Justice, will stay at the [Atlanta Marriott Marquis](#): 265 Peachtree Center Ave NE, Atlanta, GA 30303.
 - ii. Community Catalyst has a negotiated hotel rate, please reach out to Nic Miller at nmiller@communitycatalyst.org if you do not have the link to book your hotel room.
- c) Directions to/from the airport?
 - i. The [Metropolitan Atlanta Rapid Transit Authority \(MARTA\)](#) is the fastest way to go from the airport to the Atlanta Marriot Marquis hotel. Follow signs for MARTA at the airport and take the red or gold line to Peachtree Center. The hotel is approximately an 8-minute walk. Additional ground transportation options available from the Atlanta Hartsfield-Jackson airport can be [found here](#).
- d) What are the parking options at the Atlanta Marriott Marquis?
 - i. We will offer discounted valet parking during our partner convening at the following rates: \$25.00 (daily) and \$35.00 (overnight).

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2. Attendees

- a) Who can attend the convening?
 - i. This year's partner convening is limited by space; therefore, we designed an invitation-only event for a limited number of partners, key speakers and Community Catalyst staff.

- b) Will I be able to connect with other convening attendees prior to the convening?
 - i. Yes, we will have a convening app that will make connecting to attendees prior to the convening possible. Additional information will be made available soon via email.

3. Registration

- a) Where do I register?
 - i. Partners who are invited should have received an email with additional information. If you have questions, please contact Nic Miller at nmiller@communitycatalyst.org.

- b) When does registration open and close?
 - i. Registration opened on Tuesday, Aug. 27, 2024 and will close on Thursday, Oct. 31, 2024.

- c) May I attend the convening without registering?
 - i. No, this is an invite only partner convening and everyone attending must register.

- d) Is there a registration fee?
 - i. No, there is no registration fee for this year's partner convening.

- e) How many individuals will be able to register?
 - i. This year's partner convening is by invitation only. Please contact your Community Catalyst TA Provider to know how many slots your organization has or contact Nic Miller at nmiller@communitycatalyst.org with questions.

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4. Program + Schedule

- a) Attendees will have the ability to download the Community Catalyst partner convening app (Cvent) which will allow attendees to:
 - See schedules and specific sessions;
 - Read about our fantastic presenters and speakers;
 - Connect and chat with other convening attendees;
 - View a map/directory;
 - Get news and updates from convening organizers;
 - Ask questions and review our FAQs;
 - And so much more!

- b) Where can I find the full agenda/schedule?

The agenda and schedule will be published on the Cvent app for all participants. When the app is live, registered participants will receive an email.

- c) Do I have to sign up for specific sessions?
 - i. This is still being determined, we will be in touch if we need more information from convening participants.

- d) What time should I arrive and depart?
 - i. The partner convening will begin at 6 p.m. on Wednesday, Dec. 3, 2024 with an opening reception. The partner convening will conclude on Friday, Dec. 6, 2024 at 1 p.m. with a networking lunch.

- e) Will you offer a virtual option?
 - i. There is no virtual option this year.

5. Accessibility

- a) How can I share with Community Catalyst about any specific needs/accommodations I might have?
 - i. When invited participants register for the convening, there are multiple questions addressing accessibility, translation, accommodations, dietary

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restrictions, and more. If you have additional questions or accessibility needs, please contact Nic Miller at nmiller@communitycatalyst.org.

6. Health + Safety

- a) What happens if I have COVID-19 or have had a recent exposure?
 - i. We're asking each of you to please join us in taking precautions to keep each other safe. Please review [CDC Guidelines](#) to make the best decision for yourself and fellow participants.
 - ii. Masks will be available at the registration desk.

Additional FAQs

- a) Will there be a registration waitlist?
 - i. Yes, there is a waitlist. Please contact your Community Catalyst TA Provider to be added to the waitlist.
- b) What is your cancellation policy?
 - i. If your plans change and you need to cancel your registration and/or trade places with a colleague, please contact Nic Miller at nmiller@communitycatalyst.org as soon as possible.
 - ii. We will be opening spots to individuals on the waitlist. Your prompt communication with us about your change of plans is greatly appreciated.
- c) Will there be food and/or drinks offered throughout the partner convening?
 - i. Yes, Community Catalyst will provide breakfast, lunch, snacks and some dinners during the partner convening. We will be in touch with more information as plans become finalized.
- d) What should I wear?
 - i. We encourage attendees to wear whatever makes them feel confident and comfortable. Our event venue may be chilly so we suggest layers or bringing a light jacket. Also, don't forget to check the local weather for the week.
- e) How do I make sure I don't miss announcements about programming and other events?

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- i. Feel free to bookmark the [convening landing page](#) which will be regularly updated.
- ii. Once you register, you will get updates about our agenda, keynote speakers and other special announcements via email.
- iii. You will also be able to receive announcements via the Cvent app.

If you have any additional questions or concerns, please contact Nic Miller at nmiller@communitycatalyst.org.