REGISTRATION GUIDE

POLICY SEMINAR 2021

TRIO United for a New Era

March 20-24, 2021
Washington, D.C. | Online
TRIO Alumni Leadership Forum • Saturday, March 20, 2021

This year, COE hosts a virtual fifth annual TRIO Alumni Leadership Forum. Participating TRIO alumni will:

- Share strategies for successfully navigating post-college life (family, career, finances, etc.);
- Engage in networking and “instant mentoring” sessions with fellow alumni from college access and success programs across various sectors and industries; and
- Learn more about TRIO history and take part in preserving the TRIO legacy.

There is no cost to register for the Alumni Forum. However, this registration does not include the Policy Seminar or the Seminar with the U.S. Department of Education.

To register, please visit bit.ly/COEPS2021Alumni. The deadline for registration is Friday, March 19, 2021 at 4 p.m. ET. Please contact Justis Lopez at justis.lopez@coenet.org for additional information.

IMPORTANT NOTE

The TRIO Alumni Leadership Forum and Seminar on Relations with the Department of Education will not involve any lobbying activities; however, certain aspects of the Policy Seminar will involve such activity. Therefore, federal grantees must allocate costs for these separate activities appropriately and in a manner consistent with their institutional policies.

Please contact Angelica Vialpando at angelica.vialpando@coenet.org or Kimberly Jones at kimberly.jones@coenet.org, if you have questions.

Seminar on Relations with the U.S. Department of Education • Monday, March 22, 2021

Take advantage of this opportunity to hear from the new Biden Administration and learn about its higher education priorities. This seminar for administrators in postsecondary institutions and community agencies provides information on:

- U.S. Department of Education policies;
- U.S. Department of Educational fiscal and programmatic regulations and reporting requirements;
- The latest information on TRIO regulations; and
- The outlook for upcoming TRIO grant competitions.

TENTATIVE AGENDA

8:15 a.m.–8:45 a.m. Coffee and Rolls
9:00 a.m.–10:15 a.m. Update from the U.S. Department of Education
10:45 a.m.–12:00 noon Group Breakout Sessions with U.S. Department of Education Program Officers: EOC, Talent Search, Upward Bound, Upward Bound Math/Science, Veterans Upward Bound, McNair, and Student Support Services
12:00 p.m.–2:00 p.m. Luncheon
2:15 p.m. & 3:45 p.m. Specific Session Topics TBA
5:00 p.m. Adjournment

For questions on the Seminar on Relations with the U.S. Department of Education, please contact Angelica Vialpando at angelica.vialpando@coenet.org.
**Policy Seminar • Tuesday and Wednesday, March 23-24, 2021**

**TRIO United for a New Era**—COE’s 40th Annual Policy Seminar affords the TRIO community the opportunity to help educate Members of Congress, congressional staff, and others about the history and the success of federal college access and success programs. This event gives participants a chance to represent the interests of low-income and first-generation students and veterans, adult learners, and students with disabilities in the policy arena.

**TENTATIVE AGENDA**

*Monday, March 23*
2:00 p.m. – 8:00 p.m. Registration
7:00 p.m. – 8:30 p.m. The Outlook for TRIO in 2021 and Beyond

*Tuesday, March 24*
8:30 a.m. – 4:00 p.m. Registration
9:00 a.m. – 10:00 a.m. Advocacy Storytelling
10:00 a.m. – 11:00 a.m. Legislative Update from Member of Congress
11:00 a.m. – 12:00 p.m. Advocacy 101
12:00 p.m. – 2:00 p.m. Lunch on Your Own
2:00 p.m. – 3:00 p.m. Congressional Staff Panel
3:00 p.m. – 4:00 p.m. Appropriations Update from Member of Congress
4:00 p.m. – 5:00 p.m. Breakout Sessions by Program

*Wednesday, March 25*
9:00 a.m. – 5:00 p.m. Congressional Visits
5:30 p.m. – 7:00 p.m. Debriefing and Rally

**Bring your TRIO alumni to the Policy Seminar!**
Alumni participation at this event will give graduates the skills they need to be TRIO advocates at the local, state, and national levels.

COE staff are delighted to help TRIO directors provide fulfilling policy experiences in Washington for their students when they are on school breaks. Students should not miss school in order to attend the Policy Seminar.

**Hotel Information**

**Hyatt Regency Washington on Capitol Hill**
400 New Jersey Avenue, NW
Washington, D.C. 20001
(202) 737-1234
Fax: (202) 737-5773
[www.washingtonregency.hyatt.com](http://www.washingtonregency.hyatt.com)

Reservation, pricing, and contact information will be announced at a future date.
Registration Instructions and Deadlines

For individuals participating in the Policy Seminar and/or Department of Education Seminar, online registration at coenet.org is strongly encouraged. Online registrants will receive an immediate receipt.

All registrations not completed online must include a credit card payment, check, or purchase order to be accepted.

The registration fee for both seminars includes all conference sessions and materials: The fee for the Seminar on Relations with the U.S. Department of Education includes coffee and rolls in the morning, plus a luncheon.

Special Discount: If you attended last year’s Policy Seminar and bring a newcomer to Policy with you, the newcomer can register for half off of his/her regular registration rate (member or non-member). These registration forms must be submitted by fax at the same time. There is no online registration for this special offer.

If you bring a member of your institution’s Government Relations staff or campus/institutional leadership, their registration for Policy Seminar only is also half off his/her regular registration price. This does not include the Seminar with the Department of Education. Registration for this special discount must be submitted by fax—there is no online registration for this special offer.

IMPORTANT NOTE: This half-price discount does not apply if you are registering for only the Seminar on Relations with the U.S. Department of Education.

TRIO Alumni Leadership Forum: This registration does not include Policy Seminar or the Seminar with the U.S. Department of Education. To register for the Alumni Forum, please visit bit.ly/COEPS2021Alumni. Contact Justis Lopez at justis.lopez@coenet.org for additional information.

Paper Registration: Registrations not completed online must be postmarked or faxed with purchase order, check, or credit card payment by Monday, March 1, 2021 to receive the pre-registration discount. For questions about registration and payment, please contact COE’s business and finance department via email to finance@coenet.org or phone at (202) 347-7430.

Refund Policy: Registration fees paid in advance are refundable (less processing fee of $250) if written notice of cancellation is received/faxed on or before January 31, 2021. No refund requests will be accepted after this date. All refunds will be made after the seminars. Return by mail or fax to: Council for Opportunity in Education; P.O. Box 742282; Atlanta, GA 30374; FAX: (202) 628-3726

Important Dates

Deadline for Early Bird Discount | January 31, 2021
Deadline to Register for Alumni Forum | Friday, March 19, 2021
TRIO Alumni Leadership Forum | Saturday, March 20, 2021
Seminar on Relations with the U.S. Department of Education | Monday, March 22, 2021
Policy Seminar | Tuesday and Wednesday, March 23-24, 2021
Registration Form

Early Bird Discount Registration
Postmarked or faxed by January 31, 2021.

Policy Seminar and Relations with the Department
___ $595 Members ___ $745 Non-Members

Policy Seminar ONLY
___ $445 Members & Non-Members

Relations with the Department ONLY
___ $450 Members ___ $670 Non-Members

Retiree Rate
___ $200 Policy Seminar ONLY

Full Price Registration
Postmarked or faxed after January 31, 2021.

Policy Seminar and Relations with the Department
___ $700 Members ___ $850 Non-Members

Policy Seminar ONLY
___ $495 Members & Non-Members

Relations with the Department ONLY
___ $600 Members ___ $725 Non-Members

TRIO Alumni Rate*
___ $200 Policy Seminar ONLY
*Alumni rates are available to TRIO alumni who are not currently employed by a TRIO program. Complete one form for each alumnus.

Contact Information

For TRIO Professionals
Name: ________________________ Project Affiliation: _____________________________________________
Title: __________________________ Institution: ____________________________________________

Institution’s Congressional District
State: _____ District: ________

Mailing Address (No P.O. boxes please)
Street Address: ________________________________
City: ___________________________ State: ___________ Zip: ______________
Phone: __________________________ E-mail: __________________________

For TRIO Alumni (Non-TRIO employees)
Name: __________________________ E-mail (work): __________________________
TRIO Project and Institution Graduated From: __________________________
Current Employer: _____________________ Job Title: __________________________
Work Address: __________________________
City: ___________________________ State: ___________ Zip: ______________
Work Phone: __________________________ Personal E-mail: __________________________

For All Registrants
How many Policy Seminars have you attended in the past?___
Do you currently work for a Federal TRIO Program? (Y/N) ___
Are you a current/former participant in COE’s Executive Leadership Institute? (Y/N)___

Payment Information
Charge my American Express, Master Card, Visa, or Discover (Please circle one).
Card No. __________________________ Security Code: ______________
Expiration Date: ________________

Submission Instructions: To register, email this completed form to finance@coenet.org or submit it via fax at (202) 628-3726. Save time and register online at coenet.org.