

NEED YOUTH ENERGY CONFERENCE AND AWARDS

JUNE 23-26, 2017



LEAD TEACHER INFORMATION

Updated 4.27.17

New in 2017, the 37th Annual NEED Youth Energy Conference and Awards is expanding to give students and teachers more opportunities to learn about energy and to explore energy in STEM (science, technology, engineering, and math). The annual June conference will have students from across the country working in groups on an Energy Challenge designed to stretch their minds and energy knowledge. Want to stretch your mind even more? A limited number of spaces are available for a special two-day, pre-conference event which will allow students experience with additional hands-on energy sessions, time to discuss energy with their peers, and access to industry professionals to learn about energy careers.

REGISTRATION PROCESS

1. Initial Group Registration (Open October 1, 2016 – May 19, 2017)

Lead Teachers from school groups that meet the participation requirements (see next page) will visit <http://tinyurl.com/jhejkzx> to register their school group with the conference. Conference registration is limited to the first 500 attendees. Pre-conference registration is limited to the first 150 students plus their teachers, chaperones, and guests. Upon receiving your school group registration, NEED will provide information to share with families and a link with which individual families can register for the conference.

2. Family Registration (Open until June 1st)

Each family sending a child and/or parent chaperone or guest (for example, a sibling) to the conference and awards will visit the link provided by NEED to register for the event. The lead teacher will have access to real time registration lists to monitor registration during this time.

3. Attendee Verification and Room List

Lead Teachers will be asked to verify a list of attendees and provide an initial room list.

4. Payment

Registrants will be provided an initial invoice for their participation. Lead Teachers will be provided a master list of registration fees.

5. Final Payment Due (June 8, 2017)

All registration fees are due to The NEED Project by June 8, 2017.

REGISTRATION INCLUDES

- Hands-on Energy sessions for students, teachers, and parents
- Admission to the Youth Awards Ceremony on Monday, June 26th
- Friday Welcome Dinner, Celebration, and Trading.
- Sunday night dinner cruise on the Spirit of Washington
- Lodging at the Hyatt Regency Crystal City June 23rd-26th
- Breakfast Saturday, Sunday and Monday mornings
- 48-hour Big Bus tour ticket for use Saturday – Sunday (or) Ride All Day Metro tickets (Lead Teacher will Choose)
- Transportation to all off-site events
- Conference t-shirt

PRE-CONFERENCE REGISTRATION INCLUDES

- Additional Hands-on Energy sessions
- Lodging at the Hyatt Regency Crystal City June 22nd – 23rd
- Breakfast Friday, June 23rd

NEED YOUTH CONFERENCE AND AWARDS REGISTRATION FEES

	Triple/ Quad Room (three/four people per room)	Double Room (two people per room)	Single Room (one person per room)
Registration	\$ 550.00	\$ 640.00	\$ 945.00
Pre-conference Activities*	\$ 150.00	\$ 180.00	\$ 285.00

* Limited availability! All participants in the pre-conference activities must register for the entire conference.

DEPOSITS, PAYMENTS, AND FINAL PAYMENT

- All fees must be paid in full by June 8, 2017.
- Registrants, depending on the date of registration, will be provided various payment plans. Please see the attached payment form for reference.

SCHOLARSHIP FUNDS AND FUNDRAISING

Limited scholarship funding is available for winning Youth Awards projects. Upon review of the projects, lead teachers will be notified of scholarship funding.

NEED strongly encourages participating schools to fundraise locally to help defray the registration fee per student. Check out NEED's Fundraising Suggestions sheet with tips from veteran NEED teachers. For details on how to apply fundraising dollars towards your group's attendance email Wendi Moss at wmoss@need.org.

If a registrant has already paid more than the new total (after scholarship and fundraising funds are applied), the difference will be credited back to the organization, school, or family that paid the initial registration fees.

[NEED's Fundraising Suggestions sheet](#)

CANCELLATION POLICY

Before April 1, 2017	100% refund less \$75 deposit
April 1 – May 14, 2017	75% refund
May 15 – June 9, 2017	25% refund
After June 9, 2017	No refund

PARTICIPATION REQUIREMENTS

Schools must submit a Youth Awards Signature project to participate in the Youth Energy Conference and Awards. Submission are due April 15, 2017. Registrations received prior to April 15, 2017 are contingent upon receipt of a project prior to the deadline. For more information on how to create and submit a Youth Awards project visit www.need.org/youth-awards and download the *Youth Awards Guide*.

Participants must be part of a school group. Individual participation is not available at this time. A lead teacher may be designated by the Project Advisor listed on the Youth Awards project. The lead teacher will act as the main point of contact before and during the Youth Energy Conference and Awards and make all decisions on behalf of the school group.



NEED YOUTH ENERGY CONFERENCE ACTIVITIES

SHOW YOUR STUFF

Friday, June 23, 2017

Each participating school group will share their project with their grade level peers. Students will have the opportunity to present their activities, ask questions, and explore ideas for future school projects.

STUDENT ENERGY IN STEM CHALLENGE

Friday, June 23, 2017

NEED students are the leaders of today and tomorrow, and we want to see how they think about some of the challenges facing us in energy today! Students will be broken up into small groups called task forces giving them the opportunity to collaborate with grade level peers from around the country. Task forces will be presented with a challenge for which they, as a group, will devise a solution. Task forces will present their solution to others that were faced with the same challenge. Up to four groups will be selected to present their solution during the Youth Awards Ceremony on Monday, June 26th.

PRE-CONFERENCE ACTIVITIES

Thursday/Friday, June 22nd-23rd

Students will have an opportunity to work with some of NEED's top trainers, teachers, student leaders, and thinkers to explore energy and how it fits into their lives. Students will also have the opportunity to meet energy industry professionals, learn about their careers and the paths they took to get where they are today, and receive advice from these mentors. Participation in the 2017 pre-conference activities (June 22nd-23rd) is limited to 150 students. All participants (students, teachers, chaperones, parents, and guests) from a school group must register for this event, attend both days of pre-conference activities (June 22nd-23rd) and attend the Student Energy Conference and Awards (June 23rd-26th).

TEACHER MEETING AND WORKSHOP

Friday, June 23, 2017

Meet your colleagues who are also participating in the Youth Awards program. Learn about the weekend and get tips on how to make your time in DC go smoothly. Share your successes with your Youth Awards project and start planning for next year. Learn some new NEED activities that you can take back to your classroom in the fall.

PARENT WELCOME AND EDUCATIONAL EVENTS

Friday/Saturday, June 23-24, 2017

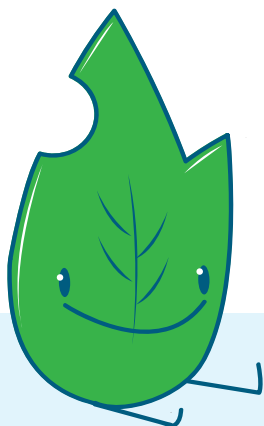
Parents and guests are welcome to join NEED staff and student leaders on Friday afternoon to learn more about NEED, the activities students have been doing in class throughout the year, and how they can stay involved even after their student changes schools or teachers.

Why should the students have all the fun? On Saturday morning, parents will join us for some fun, practical, hands-on activities. Ask the energy questions you always wanted to know but never had the time to Google! Learn what those line items on your electric bill mean! Have fun with hands-on activities! No tests or grades given.

YOUTH AWARDS CEREMONY

Monday, June 26, 2017

The 37th Annual Youth Awards Ceremony will be held Monday, June 26, 2017 at the Yates Auditorium, U.S. Department of the Interior. Students will be recognized for their work throughout the school year and during the Youth Energy Conference. Select groups will be invited on stage to share their projects. Attendance is limited to registered participants only.



CONFERENCE LOGISTICS

LODGING AND ROOM LIST

Hotel accommodations are provided at the Hyatt Regency Crystal City June 23rd-26th for all registered attendees and June 22nd-26th for Pre-Conference participants. The lead teacher is asked to submit a room list to NEED during the initial registration process. Final room lists must be confirmed by May 20, 2017. Up to four people may be placed in a room. Due to fire code, roll away beds cannot be placed in a room with two double beds. For safety and security reasons, only registered attendees are permitted in participant rooms.

ARRIVAL AND DEPARTURE

FLYING AND TRAIN

Participants should fly to Reagan National Airport (DCA) and arrive by noon on June 23rd. Return travel should be scheduled after 3:00 pm on Monday, June 26th. The Hyatt provides a free shuttle to/from DCA. If you choose to fly to another airport (Washington Dulles or Baltimore Washington) or arrive by train, you will need to make your own transportation arrangements to and from the hotel.

Pre-conference attendees should plan to arrive at DCA by noon on June 22nd.

DRIVING

Participants driving to the hotel should plan to arrive at the hotel no later than 1:00 pm. Valet parking is available at the hotel. Participants are encouraged to carpool.

WASHINGTON D.C. TOURING OPTIONS

During the 2017 Youth Energy Conference and Awards, school groups will be on their own for touring from noon Saturday, June 24th through 4:00 pm Sunday, June 25th. Group leaders may choose from one of two touring options.

1. Looking for a little more guidance? Choose **Big Bus Open Top Touring**. NEED will provide 48 hour tickets for your group to ride the Big Bus tour buses. NEED will arrange transport to and from a stop on the bus route (TBD by Big Bus) and back to the hotel from a stop on the bus route. Tickets include complimentary extra bonus tours provided by Big Bus touring. At the time of this publication (October 2016) those extras included admission to Madame Tussauds Wax Museum, a ticket for Big Bus's night tour of DC, and free rental from Capitol Bikeshare. *Extras subject to change or be removed by Big Bus prior to the event.
2. Want the freedom to see the city at your own pace? Travel via **Metro Ride All Day Passes**. NEED will provide each member of your group two Metro Ride All Day passes to let you view the sites on your schedule, and give you access to anywhere in Washington DC, Virginia, and Maryland that MetroRail or MetroBus operates. Metro riders will pick up the Metro at the Crystal City Station – just a short walk or shuttle ride from the hotel.

