



2012 ANNUAL TRIBAL SELF-GOVERNANCE CONFERENCE MAY 6-10 - NEW ORLEANS

*“Leveraging Our United Strength to Advance
Tribal Self-Governance”*



SHERATON NEW ORLEANS HOTEL

500 CANAL STREET
NEW ORLEANS, LA
(888) 627-7033

MEETING CODE: SGCETC

IN THIS ANNOUNCEMENT:

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- ✦ SPONSORSHIP FORM
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- ✦ VOLUNTEER'S FORM



SELF-GOVERNANCE COMMUNICATION & EDUCATION

5060 PACIFIC HIGHWAY, STE 101

FERNDALE WA, 98248

(360) 380-1820

[HTTP://WWW.TRIBALSELFGOV.ORG](http://www.TribalSelfGov.org)



2012 Tribal Self-Governance Annual Conference

Convened by

Self-Governance Tribes

U.S. Department of Health and Human Services – Indian Health Service

U.S. Department of the Interior – Indian Affairs

May 6 – 10, 2012

Sheraton New Orleans Hotel

500 Canal Street

New Orleans, LA 70130

Phone: (504) 525-2500; Fax: (504) 595-5552

Who Should Attend?

Day 1 - 5

(Sunday, May 6, 2012 to
Thursday, May 10, 2012)

- ✓ Conference Planning Committee
- ✓ Tribal Leaders
- ✓ Self-Governance Coordinators
- ✓ Self-Governance Financial Staff
- ✓ New Self-Governance Tribes
- ✓ Tribes and Tribal Representatives Interested in Self-Governance
- ✓ Interns, Students and Scholars
- ✓ Department of Health & Human Services (HHS) Officials
- ✓ Office of Tribal Self-Governance, Indian Health Service (IHS)
- ✓ IHS Headquarters Office and Regional/Area Directors
- ✓ Department of the Interior (DOI) Officials
- ✓ Office of Self-Governance, DOI
- ✓ DOI Central and Regional Office Directors

Conference Meeting Schedule:

Sunday, May 6, 2012

8:00 AM

Registration Opens

10:00 AM

Exhibitors Set Up

10:00 AM

Self-Governance Overview and Tribal Perspectives

12:30 PM – 1:30 PM

IHS OTSG Brown Bag Lunch for Technical Assistance for new Tribes/New Staff

1:30 PM – 5:00 PM

IHS OTSG Orientation/Training

DOI OSG Orientation

Tribal Caucus on the Department of Health and Human Services and Indian Health Service Portion of the Conference Agenda

5:15 PM – 6:30 PM

Monday, May 7, 2012

8:00 AM – 5:00 PM

Department of Health and Human Services and Indian Health Service General Sessions

Tuesday, May 8, 2012

7:00 AM 7:30 AM	Healthy Walk Registration Healthy Walk Begins
9:00 AM – 5:00 PM	Department of Health and Human Services and the Indian Health Service Breakout Sessions and Wrap-up
4:15 PM	Tribal Caucus on the Department of the Interior and Bureau of Indian Affairs Portion of the Conference Agenda
<u>Wednesday, May 9, 2012</u> 8:30 AM – 5:00 PM	Department of the Interior and Bureau of Indian Affairs General Session
<u>Thursday, May 10, 2012</u> 8:30 AM – 5:00 PM	Department of the Interior and Bureau of Indian Affairs Breakout Session and Wrap – Up

All Conference Fees are Non-Refundable. The Conference Registration Fee may be transferred to another attendee ONLY to attend this conference. The transfer must be done by April 23, 2012. **No transfer will be approved on-site. There will be NO Exceptions.**

CONFERENCE AGENDA

If there are issues/topics that you would like to be included in the 2012 Tribal Self-Governance Annual Conference Agenda, we will do our best to accommodate your request. Requests may require that we extend invites to the appropriate Tribal, Congressional and Administration representatives to address your issues. We will need to contact the invitees as soon as possible to allow them ample time to respond and to get the dates on their calendars. All requests for issues/topics must be received by the Self-Governance Communication & Education (SGCE) office no later than **April 13, 2012**. Please email Maureen Kinley at mkinley@tribalselfgov.org - if you have questions, additional comments or recommendations regarding the Self-Governance Conference Agenda.

LODGING INFORMATION

SHERATON NEW ORLEANS HOTEL
500 CANAL STREET
NEW ORLEANS, LA 70130
HOTEL PHONE: (504) 525-2500
HOTEL RESERVATIONS TOLL FREE: (888) 627-7033

RESERVATIONS

We have a block of rooms reserved for our group at the Sheraton Hotel.
The Sheraton New Orleans Hotel - <http://www.sheratonneworleans.com/>

Reserve your room online! - [Click Here](#)

The deadline for making reservations is 5:00 p.m. CT, April 16, 2012. You are urged to make your reservations prior to this date to receive the Conference meeting rate. Once our block is full, we will only be able to recommend overflow hotels. We cannot guarantee the location or Conference rate at the overflow hotels.

The Single Occupancy room rate, for the conference, is \$179 + 13% sales tax - (prevailing federal per diem rate). **You must reference the “Self-Governance Conference” when making your reservation to receive the Conference lodging rate.**

When making reservations, indicate your preferred room type (1 or 2 beds) and any special room arrangements (handicap, close to elevator, close to meeting room, early arrival/departure) requests. If you have special needs you are encouraged to make your reservations early.

For reservations at the Sheraton call: **(888) 627-7033**

CHECK IN/CHECKOUT TIME

Check in time is after 3:00 PM, Check out time is prior to 12:00 PM

EARLY DEPARTURE

Please Note: There will be a penalty assessed for early check-out. The early departure fee of **one night's room plus tax** will apply.

DEPOSITS/CONFIRMATIONS:

Each reservation is required to be accompanied by a first night's room rate deposit. No-shows or cancellations within 72 hours of the arrival date will be charged the first night's rate. Cancellations will be accepted without penalty if notice is received at least 72 hours prior to arrival and a cancellation number is obtained.

RECOMMENDED GRATUITIES

Gratuities will be at the discretion of each individual:

Portage: \$5.00 in/\$5.00 out

Maid Services: \$3.00 per room per night

SHIPPING AND RECEIVING

The hotel will only accept pre-paid packages, and will not accept any packages more than 5 days prior to the Conference. **Include your return address on all packages.**

All packages should be addressed to:

Sheraton New Orleans Hotel/Self-Governance Conference
ATTN: [Guest Name]
500 Canal Street
New Orleans, LA 70130

Parking Details

Valet parking service is only available to hotel guests. There is no self parking available. Vehicles are secured in a covered garage adjacent to the hotel. Due to limited space and height restrictions, parking is available on a first-come-first-served basis and is non-reservable. The hotel cannot accommodate oversized vehicles.

Overnight guest parking rate is \$33 + tax. Due to limited space and height restrictions, the hotel does not park oversized vehicles.



SELF-GOVERNANCE HEALTHY WALK 2012

IN DOWNTOWN HISTORIC NEW ORLEANS, LOUISIANA

TUESDAY, MAY 7, 2012 – Starting at 7:30 AM



During the

2012 ANNUAL TRIBAL SELF-GOVERNANCE CONFERENCE

SHERATON New Orleans HOTEL
500 CANAL STREET

NEW ORLEANS, LA 70130

HOTEL RESERVATIONS TOLL FREE: (888) 627-7033



“Just Move it.”[©]



COME JOIN US FOR A BRISK HEALTHY WALK TO START YOUR DAY!

Proudly  sponsored by.....

SENSE INCORPORATED

<http://www.senseinc.com>

Visit the **Self-Governance Communication**
and **Education** website for updates

on the 2012 conference at
<http://www.tribselfgov.org>



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SHERATON NEW ORLEANS HOTEL
500 CANAL STREET, NEW ORLEANS, LA 70130
MAY 6-10, 2012

PRE-REGISTRATION FORM

(PRE-REGISTRATION FORMS WILL NOT BE PROCESSED WITHOUT PAYMENT)

First Name:		Last Name:	
Title:			
Telephone:		Cell:	
Name of Tribe/Organization/Affiliation:			
Address:			
City:	State:		Zip Code:
Email Address:			

I WILL BE ATTENDING THE 2012 TRIBAL SELF-GOVERNANCE CONFERENCE AS?

SPEAKER

ATTENDEE

EXHIBITOR

ART VENDOR

VOLUNTEER

(SEE REVERSE SIDE FOR EXHIBITORS CONTRACT, PRESENTERS FORM AND OTHER IMPORTANT CONFERENCE INFORMATION)

2012 CONFERENCE FEES:

ATTENDEE PRE-REGISTRATION FEE: \$375.00 | ON-SITE ATTENDEE REGISTRATION FEE: \$425.00

PRESENTERS ARE OFFERED \$100.00 DISCOUNT | EXHIBITOR FEE: \$500.00 | ART VENDOR FEE: \$250.00

DEADLINE FOR ATTENDEE PRE-REGISTRATION: APRIL 16, 2012 /C.O.B (CLOSE OF BUSINESS)

(SEE BACK PAGE FOR DETAILED INFORMATION)

2012 CONFERENCE PLANNERS - (SGCE OFFICE - POINTS OF CONTACT)

- Presenter/Speaker Questions - [Maureen Kinley](#)
- Pre-Registration and Exhibitor's Registration - [Nic Riley](#)
- Volunteer Information - [Jo Ann McNerthney](#)
- Presenter's AV Requests and Sponsorships - [Darren Jones](#)
- Request documents be placed on the 2012 Conference Kiosk - [Lorita Tom](#)
(All documents are subject to approval)

MAIL & CONTACT INFORMATION

SGCE Tribal Consortium
5060 Pacific Highway, Unit 101, Ferndale, WA 98248
PHONE: 360-380-1820 ♦ FAX: 360-380-1981
Website: WWW.TRIBALSELFGOV.ORG

FOR SGCE STAFF USE ONLY:

Payment Received: \$		Date:		Received by (initial):	
<input type="checkbox"/> Cash: _____		Alpha: _____		Numeric: _____ DB: _____	
<input type="checkbox"/> Check#: _____		CM: _____		(SG12)	
<input type="checkbox"/> CC Arranger: _____/Phone: _____					

ALL FEES ARE NON-REFUNDABLE

Note: If you are not sure who will attend from your organization it is recommended that you register on-site rather than pre-register.

ATTENDEE ~ EXHIBITOR ~ PRESENTER ~ VOLUNTEER ~ TERMS AND CONDITIONS

ATTENDEE REGISTRATION/PRE-REGISTRATION:

The 2012 Pre-Registration fee is \$375, and the **deadline is April 16th**. After April 22nd, pre-registration closes and only on site payments will be accepted. The onsite fee will be \$425. **ALL FEES ARE NON-REFUNDABLE.** *Note: if you are not sure who will attend from your organization, it is recommended that you register on-site rather than pre-register.*

Attendee Registration Transfer Policy:

All transfer requests must be received by April 25, 2012. All requests must be received on your Tribe/Organization's Letterhead.

Presenter's AV Request/Presentation Material

If you are a presenter at the conference and you have audio visual needs, please check the appropriate boxes below. Please contact the SGCE IS Administrator, Darren Jones at darrenj@tribalsefgov.org or (360) 380-1820 for AV requests.

- I have a Power Point Presentation
- I need a Laptop to show my Power Point Presentation
- I need a Flip Chart and Pen

If you are a conference sponsor or presenter and would like to share materials or copies of your presentation, a digital copy will be available on the Self-Governance Kiosk for individuals to download to their USB drives. Please complete the short form below & send this along with a digital copy of your document to: Lorita Tom - loritatom@tribalsefgov.org.

Session Title:	
Document Description:	
Date of Presentation:	Time of Presentation:

Conference Volunteers

The conduct and facilitation of a successful conference requires the efforts of many individuals working on a variety of tasks such as making presentations, facilitating sessions, managing logistics, etc. Your point of contact will be SGCE's Accountant, Jo Ann McNerthey at joannmncn@tribalsefgov.org or (360) 380-1820. If you would like to assist us, please complete the following information. I would like to volunteer for (check all that apply):

- PRESENTER
- REGISTRATION
- FACILITATOR
- SUPPORT STAFF

By registering for this event, you agree to be photographed or filmed and give permission to SGCE to use your likeness in educational & Self-Governance promotional materials.

EXHIBITOR/VENDOR:

All booth requests will be handled on a first come first serve basis. Payment in full is required to reserve your space; no onsite payments will be accepted. Self-Governance Communication & Education (SGCE) reserves the right to refuse any exhibitor deemed not in the best interest or purpose of this event. Every year venue space is different and this determines the amount of exhibitors that will be accepted. SGCE will limit the amount of exhibitors accordingly. Exhibitor fee is \$500. Art Vendor's fee is \$250. Your point of contact for all Exhibitor questions/needs is SGCE's Office Manager, Nic Riley at nriley@tribalsefgov.org or (360) 380-1820.

All audio visual needs will be ordered by the exhibitor directly from the on-site audio visual company (contact information will be provided to each exhibitor via the Exhibitor's Packet).

Each exhibitor must make provisions for the safeguarding of goods, materials, equipment and display at all times. General overall security services will be provided by SGCE for the exhibition period, but SGCE and the security service will not be responsible for loss of any materials by or for any cause.

This application for exhibit space was made on this ____ day of _____, 2012 by and between Self-Governance Communication & Education, herein after referred to as "SGCE," and _____, herein after referred to as "Exhibitor." Application for space and notification of its acceptance constitutes a contract to use the space assigned. SGCE retains the right to assign and/or change exhibit locations as it relates to logistics associated with the conduct of the Conference. ALL FEES are NON-REFUNDABLE/NON-TRANSFERABLE. The Exhibitor indemnifies and agrees to hold harmless SGCE and the Sheraton New Orleans Hotel; their officers, directors, employees, and agents, from and against any actions, losses, costs, damages, claims, and expenses (including attorney's fees) arising from any damage to property or bodily injury to Exhibitor, his agents, representatives, employees by reason of the Exhibitor's occupancy or use of the exhibition facilities. In accordance with the rules and regulations governing exhibits for the 2012 Annual Conference, May 6-10, 2012, the undersigned makes application for exhibit space and must enclose the full fee to execute this Contract.

Vendor/Exhibitor Booth (includes 1 – 6 ft. table and 2 chairs).

All Fees are due by April 16, 2012.

Number of Booths:

_____ Arts & Crafts Exhibit Booths X \$250 = \$ _____
 _____ All Other Vendors X \$500 = \$ _____

I HAVE READ AND AGREE WITH ALL OF THE ABOVE

 AUTHORIZED SIGNATURE DATE

Full Names on Badges (2):

(1) _____ (2) _____

PAYMENT INFORMATION

(Include All Three Pages for Processing - Only Complete Registration Forms Will Be Accepted)

<p><u>Please use one of the following Credit Cards:</u></p>		
<p><u>Payment Type:</u> <input type="checkbox"/> By CASH (on-site only) <input type="checkbox"/> By Check #: _____</p> <p style="text-align: center;">COPIES OF CHECKS DO NOT CONSTITUTE PAYMENT</p>	<p><u>NAME ON CARD:</u></p>	
	<p>Card Number: _____</p>	<p>*CVV2 Code: _____</p>
	<p>Expiration Date: _____</p>	
	<p>Address: _____</p>	
	<p>City: _____</p>	
	<p>Send Receipt To: _____</p>	
	<p>Email or Fax: _____</p>	

*CVV2 Code Locations:



2012 SELF-GOVERNANCE ANNUAL CONFERENCE
SHERATON NEW ORLEANS HOTEL
NEW ORLEANS, LOUISIANA
MAY 6-10, 2012

SPONSORSHIP INFORMATION

The Annual Self-Governance Conference is one of the largest attended national meetings of Tribal Government Leadership in Indian Country. The Conference is convened to provide a forum for representatives from Congress, the Administration and Self-Governance Tribes to share information and engage in discussions that focus on policy and the implementation of Self-Governance within the Department of the Interior and the Department of Health and Human Services. In addition, a myriad of other Tribes, Tribal organizations, professionals and scholars attend the Conference proceedings. The Self-Governance Conference is an assembly of a diverse representation of not only Tribal governments but also other consumers from many groups that need to know about your business. We extend to you an invitation to market your goods and services or show your support as a Sponsor of the 2012 Annual Self-Governance Conference being held at the Sheraton Hotel in beautiful downtown New Orleans, Louisiana from May 6-10, 2012.

The Self-Governance Office of Communication and Education (SGCE) is coordinating the conference sponsorship and has designed the packages for your consideration – Sponsor a \$1,000.00 or more, and receive a voucher for free attendance to the conference (please see attached form for details).

If you choose a sponsor package that includes a business advertisement, graphics must be received by **April 1, 2012**. Send graphics via email to Darren Jones, IS Administrator, darrenj@tribalselfgov.org. Contact the SGCE office for additional sponsor information at 360-380-1820.

Thank you for your consideration and continued support!

The Self-Governance Communication and Education Tribal Consortium



2012 Sponsorship Information

(Tribal Self-Governance Conference Sponsorship Form)

The Soaring Eagle: \$5,000.00
(Includes 1 page packet insert, Full Page Ad
in Agenda, Logo & Link on SGCE Website)

The Swooping Hawk: \$2,500.00
(Full Page Ad in Agenda, Logo & Link on SGCE
Website + Agenda Mention)

The Trickster Raven: \$1,500.00
(1/2 page Ad in Agenda, Logo & Link on SGCE
Website + Agenda Mention)

The Howling Wolf: \$1,000.00
(1/4 Page Ad in Agenda, Logo & Link on
SGCE Website + Agenda Mention)

The Cunning King Fisher: \$500.00
(Logo & Link on SGCE Website +
Agenda Mention)

Name Your Own: _____
(Logo & Link on SGCE Website +
Agenda Mention)

Contact Person: _____

Business/Tribe Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Web Address: _____ Email: _____



(Please Make Checks Payable to "SGCE")

SGCE

5060 Pacific Highway, Suite 101

Ferndale WA, 98248

P: 360-380~1820

F: 360-380~1981

Web: [www. Tribalselfgov.org](http://www.Tribalselfgov.org)