

**MRC National Summit**  
**The Power of Community, Collaboration and Connection:**  
**MRC Leading the Way for the Next 20 years!**

**Frequently Asked Questions**

The MRC Travel awards are intended for MRC unit leaders and MRC state coordinators to foster collaboration between MRC units, stakeholders, and facilitate integration of the MRC in local, statewide, or interstate deployments.

**1. Where do I apply?**

You can find the application site [here](#) and on our website on the [MRC Funding Opportunities page](#).

**2. What is the deadline to apply by?**

The travel award application will close on January 26, 2024.

**3. Who can apply?**

- Two unit leaders per unit
- Two state coordinators per state

\*\*Please note that MRC units must be active and have an updated profile with activity reporting between October and December of 2023 on the MRC Program Office website (<https://mrc.hhs.gov/login>) to be eligible for a travel award.

**4. If a unit leader or state coordinator cannot attend, can their spot be filled by another person?**

Yes. You may choose an alternate attendee from your unit or state if the primary person is unable to attend the conference.

**5. What does the travel award cover?**

The travel award will include:

- Travel to and from your home to the conference site. Air Travel will be booked through NACCHO's travel agency.
- Three nights lodging at the Hyatt Regency Chicago covered directly by NACCHO.
- Per diem meals during travel and for meals not covered as a part of the conference.

**6. Will I be reimbursed for other costs associated with travel?**

Additional costs associated with travel should be minimal as NACCHO is covering most costs through the travel award. However, some costs such as ground transportation to and from the airport to the hotel, baggage fees, and meals outside of those provided during the conference

will be reimbursed to the attendee. All details will be provided once the awards have been announced.

**7. Can I drive to the conference?**

Those outside of commuting distance must have pre-approval to drive to the conference. For example, this would apply to cases where it would be more cost-effective to drive rather than air travel.

**8. How do I book my air travel and hotel?**

Once awarded, NACCHO will send a letter of instruction with details on how to book travel via our travel agency. NACCHO will coordinate all hotel lodging.

**9. Can I extend my travel plans before or after the conference?**

If you choose to travel before or after the conference, the hotel has agreed to honor the conference hotel rate (as space is available). You will be responsible for those associated costs and can book directly with the hotel. We will provide the conference code with the travel award notification.

**10. When will I be notified if I receive the award?**

The application period will close on January 26, 2024. We will notify the awardees via email post-close.

**11. Who else may attend the conference?**

- Federal partners that are interested in attending the conference can participate by contacting NACCHO directly for registration information and the conference room block code. Federal partners will be responsible for all travel, lodging and per diem expenses.
- Other partners will be limited to speakers and support roles. NACCHO will work with those individuals on a by invitation basis.
- Unfortunately, we are unable to accommodate additional unit members or interested parties due to funding and other logistical/administrative constraints.

**12. What time does the summit begin and end?**

The summit will begin on Wednesday May 22<sup>nd</sup>, at 7:00 a.m. and will conclude on Friday May 24<sup>th</sup>, at 12:30 p.m. Travel should be booked to ensure that attendees will participate in the entirety of the conference.

**13. What will be on the agenda for the summit?**

The summit will include learning sessions, workshops, and special interest sessions on pertinent and exciting topics with the underlying theme of Factors for Success and applying lessons learned from COVID-19 pandemic. Workshops will be more interactive and throughout the day there will be many opportunities to network and discuss topics amongst peers. The daily

schedule will also include time for breaks, refreshments, and fun activities. Each day will also have a plenary session.

If you have any other questions, please email us at [mrc@naccho.org](mailto:mrc@naccho.org)