



Registration Packet

11th Annual Arizona American Indian Youth Conference on Health and the Environment



Making Healthy Choices Together

June 26 – 27, 2018

DoubleTree by Hilton
Tempe, Arizona



Sponsored by the Inter Tribal Council of Arizona, Inc.
Health and Human Services Programs and the Environmental Quality Programs

Funded by the Arizona Department of Health Services
Teen Pregnancy Prevention Program



Conference Information

Purpose

The 11th Annual Arizona American Indian Youth Conference on Health and the Environment will provide information to motivate and encourage youth to take responsibility for their overall health and become better stewards of the environment.

Objectives and Activities

During the conference, youth will:

- Learn about health promotion and making healthy choices through fun and interactive workshops;
- Bring awareness that people's health and well-being are directly connected to how we all treat the land, air and water;
- Prepare for higher education and become oriented to the Arizona State University.

Target Audience

The conference is designed for American Indian youth ages 12 to 19 years old.

Location

The conference will be held at the DoubleTree by Hilton Hotel Phoenix Tempe, located at 2100 South Priest Drive, Tempe Arizona 85252.

Registration

The conference is open to the first 100 youth with paid registrations. Complete the following required forms (attached) and return to the Inter Tribal Council of Arizona, Inc. (ITCA), along with payment:

- Group Registration (Chaperones must include their names on the registration form)
- Youth and Parent/Guardian Release Form (Must be signed by youth and parent/guardian)
- Emergency Contact Information Form (Must be signed by parent/guardian)
- Chaperone Release Form (Must be signed by chaperone)

All registration forms are due by Friday, June 1, 2017, to ITCA.

Registration Fee

To attend the conference, the registration fee is \$55.00 per person (youth and chaperones). The \$55.00 fee is charged whether you participate in one or both days.



Conference Information

Registration Cancellation

Paid participants who are not able to attend the conference will receive a partial refund if they submit their written (fax, e-mail, or letter) request to Inter Tribal Council of Arizona, Inc. by **June 8, 2018**. An administrative fee will be charged for each cancellation at half the rate of each registration fee. The participant will be refunded the conference registration fee minus the administrative fee (e.g., \$75 - \$37.50 = \$37.50).

Expect the refund process to take six (6) weeks from the date of cancellation to the date received. After June 8, 2018, participants are no longer eligible for a refund, but may send an alternate to the conference in their place. Please contact ITCA if an alternate needs to attend the conference.

Chaperone Information

One chaperone for every six (6) youth who attend the conference is required. A female chaperone must be responsible for female youth and a male chaperone for male youth. Chaperones will be responsible for transporting the youth to and from the conference site and college campuses. Please refer to the "Chaperone Release Form" regarding the chaperone's responsibilities.

Hotel Information

DoubleTree by Hilton Hotel Phoenix Tempe

2100 South Priest Drive

Tempe, Arizona 85252

Phone Number: (800) 528 -6481

Room Rates: The **DoubleTree by Hilton Hotel Phoenix Tempe** will be offering a special room rate of \$89.00 for a single or a double room. All rates are subject to the prevailing state and local taxes at the time of arrival. The current tax rate is 14.07%.

Hotel Reservations: Participants are responsible for making their own guestroom reservations and paying for their guestrooms. **To receive the group rate, please indicate you are members of the group "Inter Tribal Council of Arizona"**. Reservations must be guaranteed with a major credit card.

The **deadline to make reservations** to receive the group rate is **Friday, June 8, 2018**.

Important Deadlines

- Registration Deadline **Friday, June 1, 2018**
- Hotel Special Room Rate **Friday, June 8, 2018**
- Registration Cancellation with Partial Refund **Friday, June 8, 2018**



Conference Schedule At-A-Glance

June 26, 2018 - Tuesday

Registration

11:00 AM – 12:00 PM

Welcome and luncheon

Opening Speaker

12:00 PM – 1:15 PM

Break (15 minutes)

Workshop sessions

1:30 PM – 2:30 PM

Break (15 minutes)

Workshop sessions

2:45 PM - 3:45 PM

Break (15 minutes)

Closing Session

4:00 PM - 5:00 PM

June 27, 2018 - Wednesday

Breakfast (*provided*)

Morning announcements

8:00 AM – 8:40 AM

Transition to Arizona State University (ASU)

Campus

8:40 AM – 9:00 AM

ASU Campus tour

(Tour includes presentation about ASU and American Indian Student Support Services)

9:00 AM - 11:30 AM

Lunch (*On your own, on campus at the Memorial Union or various restaurants nearby*)

11:30 PM – 12:30 PM

Transition back to DoubleTree by Hilton Hotel

12:30 PM - 1:00 PM

Workshop sessions

1:00 PM – 2:00 PM

Break (10 minutes)

Closing session

Raffles, evaluations and closing announcements

2:10 PM – 3:00 PM

Travel home safely





Group Registration Form

Group Name:	
Tribe/Organization:	
Contact Person & Title:	
Complete Mailing Address:	
Phone:	
Fax:	
Email:	

This form may be copied. Please print clearly.

	First and last name of each participant <i>(For name badge)</i>	Gender	Age	Chaperone (✓)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Please make check payable to: Inter Tribal Council of Arizona, Inc. What is your method of payment?

Purchase Order # _____

Check/Money Order# _____

Send payment and all completed registration forms to:

Inter Tribal Council of Arizona, Inc.
Attn: Glenda Tovar
 2214 North Central Avenue, Suite 100
 Phoenix, Arizona 85004

If you have any questions, please contact:

Glenda Tovar, Health Promotions Coordinator
 Phone: (602) 258-4822
 Fax: (602) 258-4825
 Email: glenda.tovar@itcaonline.com



Youth and Parent Release Form

It is our desire to provide the best and safest possible atmosphere throughout the conference. **All youth registrants and parents must read, sign and adhere to guidelines and agreement(s) provided.**

I agree to assume the risk that unexpected events may occur and result in harm, injury or illness to me, or damage to or loss of my property while I am observing or participating in activities. I agree to indemnify the Inter Tribal Council of Arizona, Inc. and its funding source. I will not sue the Inter Tribal Council of Arizona, Inc. and its funding source for any harm or damage associated with my participation or travel if the harm or damage is not due to the negligence or fault of the Inter Tribal Council of Arizona, Inc. I understand that my participation in these activities is voluntary.

In this agreement, "Inter Tribal Council of Arizona, Inc." includes all their employees and agents.

I, (print full name) _____ understand and agree to the following:

1. Possession and/or use of alcoholic beverages, weapons, tobacco products, and/or any type of illegal drugs are strictly prohibited. I am aware that if I am caught participating in the mentioned activities or in possession of the mentioned items, I lose all privileges to attend the conference and my chaperone will be responsible for transportation arrangements off the premises.
2. I agree to refrain from using any electronic devices (cell phones, MP3 players, handheld games, or any other distracting devices) during the conference. If I fail to follow this guideline, the items will be taken away and returned at the end of the day. Proper security for confiscated items will be provided, but the conference personnel will not be responsible for lost or damaged items. Use at your own risk.
3. I agree to dress in a manner that is considered appropriate and acceptable to the educational nature of the conference and will not dress in any way that may cause distraction, disruptions or conflicts amongst other attendees. Hats of any kind, bandanas or any kind of clothing bearing gang symbolism will not be tolerated.
4. I agree not to wander away from the conference premise during scheduled activities. I understand, if the ITCA staff is notified of thefts or damages, my parent/guardian will be held liable for my actions.
5. I agree to behave and respect others in a mature manner that does not allow for loud talking, yelling, vulgarity, profanity, horseplay or any other derogatory behavior.
6. I understand I will work with my chaperone to select the conference workshops that I will attend and agree to report promptly to all activities and events held throughout the conference to be an active participant.
7. I understand if I violate any of the guidelines during my participation of the conference activities, my parent/guardian will be notified.
8. I consent that photographs, video and/or audio recordings made of my voice or image may be used for developing printed educational and outreach materials. I understand these materials will be used only for non-profit and non-commercial use.
9. I consent that the Inter Tribal Council of Arizona, Inc. may use photographs, video and/or audio recordings made of my voice or image and that such shall be the producer's property to view, to copy, or to distribute for any non-profit and non-commercial use.

Youth Signature

Date

If participant is younger than 18 years old, Parent or Legal Guardian must also sign:

Parent or Legal Guardian Signature

Date

Make sure this form is completed and attached for each youth, to the Group Registration Form.



Emergency Contact Information Form

From time to time emergencies can arise. Therefore, **please print clearly** in the sections below. This form will be used for emergency purposes only for this event.

_____ **Last Name** of Youth Participant

_____ **First Name** of Youth Participant

_____ **Date of Birth**

_____ **Male or Female**

Emergency Contact # 1

_____ **Contact Name**

_____ **Relationship to Youth Participant** (e.g., Mother, Father or Guardian)

_____ **Home Address**

_____ **Name of Workplace**

_____ **Work Phone**

_____ **Cell phone**

_____ **Home Phone**

Emergency Contact # 2

_____ **Contact Name**

_____ **Relationship to Youth Participant** (Mother, Father or Guardian)

_____ **Home Address**

_____ **Name of Workplace**

_____ **Work Phone**

_____ **Cell phone**

_____ **Home Phone**

Is your child allergic to any food(s) or other substances? If so, write the names of the food(s) or substances to be avoided. Then write steps to follow if a reaction occurs:

Parent/Guardian Signature: _____ **Date:** _____

Please attach completed form to the Group Registration Form.



Chaperone Release Form

It is our desire to provide the best and safest possible atmosphere throughout the conference. **Chaperones are expected to cooperate with all staff at all times and to participate in all scheduled events.** Possession or use of alcoholic beverages, weapons, tobacco products, or any type of illegal drugs is strictly prohibited. **Please read and sign at the bottom of the release form.**

I agree to assume the risk that unexpected events may occur and result in harm, injury or illness to me, or damage to or loss of my property while I am observing or participating in these activities. I agree to indemnify the Inter Tribal Council of Arizona, Inc. and its funding source. I will not to sue the Inter Tribal Council of Arizona, Inc. and its funding source for any harm or damage associated with my participation or travel if the harm or damage is not due to the negligence or fault of the Inter Tribal Council of Arizona, Inc. I understand that my participation in these activities is voluntary.

In this agreement, "Inter Tribal Council of Arizona, Inc." includes all their employees and agents.

Chaperones must ensure that:

1. All registration forms and emergency information for each student has been completed and returned to participate in the conference.
2. Appropriate contact with youth participants will be maintained throughout the conference to ensure students are attending scheduled workshops, activities and meals.
3. In the event that I am called away from the conference or have to leave due to an illness or other unforeseen circumstances, I have made pre-arrangements for another representative from my tribe or program to assume the duties of lead chaperone for my assigned students.
4. I will do my best to help ensure the success of the conference by doing my part as chaperone.
5. I will transport youth to and from the conference location and college campuses.

Lead Chaperone Name (Print)

Phone number

Signature of Lead Chaperone

Date

Additional Group Chaperones:

Chaperone Name (Print)

Signature

Phone number

Chaperone Name (Print)

Signature

Phone number

Please attach completed form to the Group Registration Form.