



**The 2005 National Youth Summit**  
***Youth in Action – Making a Difference***  
**July 28 – 30, 2005**

**Youth Responsibilities**

The National Youth Summit promises to be a meaningful forum for *youth in action* who want to *make a difference* and the adults who work with, learn from, and support dynamic young people. To help you make the most of your experience at the National Youth Summit, please read the following checklist:

**Before Arriving at the Summit**

- Register for the National Youth Summit.** You can register online at [www.ncfy.com](http://www.ncfy.com). Or you can register by mail by downloading a Registration Form and mailing it to the National Clearinghouse on Families & Youth.
- If you are traveling from outside the Washington D.C. area, make your travel and lodging arrangements.

***For Youth Under 18:***

- If you are under age 18***, you must attend the Summit with an adult adviser from your organization. Your adviser must register for the conference ***before*** your registration will be accepted.
- If you are under age 18***, you must submit a signed Parental/Guardian Consent Form. The National Clearinghouse on Families & Youth (NCFY) must receive your signed form by fax or mail ***no later than July 11, 2005***.
- If you are under age 18***, your adviser is responsible for coordinating your group's travel arrangements; discuss with your adviser any scheduling issues or special needs you may have. Make sure to tell your parent/guardian where you will be staying while attending the Summit.

- Prior to the Summit, meet with your adviser and group to develop a plan for gathering information at the Summit to share with members of your organization and community when you return home.
- Packing reminder:** Remember to bring important contact information, such as the work and/or mobile phone numbers of your parents/guardians, as well as any necessary medications.

**The National Clearinghouse on Families & Youth**

P.O. Box 13505, Silver Spring, MD 20911-3505 ♦ (301) 608-8098 ♦ Fax: (301) 608-8721 ♦ E-mail: [summit@ncfy.com](mailto:summit@ncfy.com)

### **During the Summit**

- Plan to arrive at the hotel and be registered no later than 8:00 Thursday morning, July 28, 2005. Onsite registration begins at 4:00 pm, Wednesday, July 27 at the Marriott Wardman Park Hotel.
- Check in at the registration counter to receive your Summit materials. An agenda will be included to help you plan your activities.
- Participate in the **Youth Orientation on Thursday morning at 8:00 am**. Hosted by the 2005 Youth Council, this is your first opportunity to meet lots of other young people from all over country. Come prepared to learn about the Summit, ask questions, and have fun!
- Attend workshops, general sessions, and special events. Gather information and toolkits to share with your group and with your organization and community when you return home.
- Check in with your adviser and group throughout the day to talk about your experiences and how you'll share what you've learned when you return home.
- Exchange phone numbers or e-mail addresses with others you meet so that you can stay in touch after the Summit. Use the NYS business cards included in your registration packet!
- Be sure to observe quiet and curfew hours. Since other guests will be staying in the hotel, noise must be kept to a minimum after 10:00 p.m. The use of alcohol, tobacco products, and non-prescribed drugs is prohibited at the Summit. Hotel security will contact your adviser, if necessary.
- In the event of illness or emergency, notify your adviser, Summit staff, or hotel staff immediately.

### **After the Summit**

- Keep in touch with your group and your adviser to continue discussing what you learned at the Summit and how the information might be used in your organization and in the larger community.
- Work with other youth and adults within your organization to strengthen its commitment to engaging and supporting young people. Develop strategies and goals.
- Identify key individuals, public and private entities, faith- and community-based organizations, and government agencies to help support youth in your community. Discuss with potential partners ways to help promote youth involvement. Suggest possible collaboration opportunities.
- Networking matters! Keep in touch with people you met at the Summit from across the country to learn about their efforts to promote youth-driven initiatives. And don't forget to update them on your organization's and community's experiences.

**The National Clearinghouse on Families & Youth**

P.O. Box 13505, Silver Spring, MD 20911-3505 ♦ (301) 608-8098 ♦ Fax: (301) 608-8721 ♦ E-mail: [summit@ncfy.com](mailto:summit@ncfy.com)