

Know Before You Go

July 25-29, 2023

It's Almost Time to Reunite at Rice University for the 2023 Youth Leadership Summit

We Got Next. Youth on the Rise!

The countdown to the 2023 Youth Leadership Summit is on! We are incredibly excited to welcome all participants and partners for an action-packed, inspiring, and powerful five days at Rice University in Houston, TX. Use this quick guide as you pack and prepare for an unforgettable experience.

I. How to Prepare



COVID-19 Information

PROOF OF NEGATIVE COVID TEST: The National Urban League shipped COVID-19 tests to all participating 2023 Youth Leadership Summit Affiliates. **ALL** participants must test negative for COVID-19 to attend the Youth Leadership Summit. Before traveling,

affiliates must coordinate testing for <u>ALL</u> Youth Leadership Summit participants (**youth and chaperones**). In one or as few photos as possible, please number the test results (DO NOT write participants' names) and email the image(s) to Lydia Isaac at <u>lisaac@nul.org</u> <u>within 48 hours of departure</u> for Houston, Texas. Test results should be emailed no later than <u>9:00 AM on Tuesday</u>, <u>July 25th</u>. Please include the Affiliate name in the subject line. Do not take the tests at the airport.

Please note that if a participant tests positive, they will not be allowed to attend the Youth Leadership Summit. Notify Miranda Feldmann — mfeldmann@nul.org / 718-702-3104 of any removals to your affiliate roster.

Additionally, if a chaperone tests positive, that might affect the number of youth able to participate. We must adhere to the 4 youth to 1 adult ratio.

General Travel Tips

- ✓ If possible, check-in for your flight before arriving at the airport.
- ✓ Arrive at the airport at least two hours prior to departure.
- ✓ Travelers 18 and over must have proper identification to pass TSA checkpoint. See here for details on acceptable forms of ID <u>Identification | Transportation Security Administration (tsa.gov)</u>
- ✓ Lots of bags look alike. Differentiate yours with a distinctive cloth, luggage tag, or a tracking device like an air tag.

Travel Delays or Cancellations

If you booked travel through the National Urban League travel agent, please contact the following:

Alpha International Travel
Main Office 212.986.0507 / Direct: 212.339.2912
Patricia Allen
patricia@alphatravel.net
reservations@alphatravel.net

AFTER-HOURS EMERGENCY SERVICE: CALL 303-876-4240 - CODE 33EA

If your arrival time is delayed from your original itinerary submitted to NUL, please reach out to: Miranda Feldmann, mfeldmann@nul.org, 718-702-3104

What to Wear

The official attire for the Summit is comfort first. It is summertime and Houston is very hot! You'll be walking a lot; comfortable clothing and footwear are strongly encouraged. Consider loose-fitting, lightweight fabric, that keeps you cool! Everyone will receive Summit T-shirts and polo shirts they are expected to wear throughout the week!

You should have at least one pair of closed-toe shoes in addition to slides, Crocs, or similar footwear. There is also an <u>optional</u> morning exercise called "Wake-up and Work-out", which will be a mix of high and low-impact activities, and on Friday night, there will be an optional basketball tournament, so be sure to pack some active wear and athletic shoes.

In addition to your travel day attire, all participants should have at least four pairs of pants/shorts/skirts/skorts. Clothing should not be excessively tight-fitting or revealing.

We will be indoors for most of our activities so make sure to pack a light jacket/sweater for when we are in air-conditioned spaces.

We will have an end of Summit celebration on Saturday, July 29th, 2023. Dresses, button-down shirt, pants, blouses/tops, and skirts/shorts (at least mid-thigh length) may be worn. Summit T-shirts are **not required** attire for the party.

Ground Transportation

All Affiliates must arrange and book their own ground transportation. Here are some ground transportation options provided by the Houston Area Urban League:

• Houston Airports:

<u>Houston Hobby</u> (approximately 12.5 miles from Rice University)

7800 Airport Blvd, Houston, TX 77061

(713) 640-3000

<u>Bush Intercontinental Airport</u> (approximately 24.5 miles from Rice University)

2800 N Terminal Rd, Houston, TX 77032 · ~20.6 mi

(281) 230-3100

- Ground Transportation Options:
 - Super Shuttle

Serves both Houston Airports

Reservations: 1 800-BLUE VAN (258-3826)

Web Page: https://www.supershuttle.com/

• Airport Transportation Houston | AAdmirals Travel & Transportation

Serves both Houston Airports

Phone: 346-857-4294

WhatsApp: 346-857-4294

Skype: 346-857-4294

Email: info@aadmirals.com

Reservation Page: https://aadmirals.com/cities/houston-limo-car-service

Web Page: https://aadmirals.com/

• Houston VIP Shuttle

Serves both Houston Airports

Phone: 281-616-5119

Email: info@houstonvipshuttle.com

Web Page: https://houstonvipshuttle.com/

II. What to Expect



Daily Schedule

Expect a packed agenda full of activities all day. Participants are required to attend all events unless they are listed as optional, or there are extenuating circumstances that prevent attendance. It is unacceptable for participants to sleep in and attend events and activities at their leisure. Therefore, it is important for all participants to receive ample rest at night and respect quiet times after the last activity of the evening.

Guests/Visitors

The Youth Leadership Summit is a closed event and not open to the public. There are select events that are open to the Urban League Movement. As such, we ask that all guests complete the guest registration form so that we can expect them and properly welcome them while on campus. The guest registration form can be accessed at the link below. https://bit.ly/2023YLSGuest

Check-in

Rice University, Sid Richardson College

6360 Main Street (Use entrance 3)

Houston, TX 77005

Check-in process

1. Confirm your group's participants.

- 2. Receive dorm room keys.
- 3. Receive Summit bag with swag!
- 4. Dorm Check-in, bag drop-off, and change into Summit T-shirt of the day.
- 5. Depending on Arrival Time:
 - a. Hot Breakfast: 7:30am 10:00am; Grab-and-Go from 11:00am 12:00pm
 - b. Lunch: 12:00pm 2:30pm
 - c. Campus Tours: 10:00am 2:45pm
 - d. Orientation Sessions: 10:00am 2:45pm
 - e. Official Welcome 3:15pm 5:15pm

What You Will Receive

- 2 drawstring bags.
- 3 T-shirts and 2 Polo shirts.
- Water bottle.
- Personal fan.
- Hand sanitizer.
- 2 notebooks.
- Pens and much more!
- All participants will receive three meals each day plus unlimited water and daily snacks.
- Coach bus service to and from all off-campus events and activities.

Masks will also be available to all participants and are encouraged for indoor activities.

Daily T-Shirt Colors

• Youth, Chaperones, and Staff will wear different-colored shirts each day. You must wear the T-shirt or polo shirt corresponding to each day.

	Tuesday, July 25	Wednesday, July 26	Thursday, July 27	Friday, July 28	Saturday, July 29
Youth and Chaperones	Red	Carolina Blue	White Polo	Kiwi Green	Black Polo
YLS Staff	Kiwi Green	Red	White Polo	Carolina Blue	Black Polo

Dorm Linen Package

Each participant will receive a linen package that is folded, freshly laundered, and can save you the need to pack linens when you come to campus. Linen packages include:

- ✓ 2 sheets (Twin XL)
- ✓ Pillowcase
- ✓ Blanket
- ✓ Pillow
- ✓ 2 Bath Towels
- ✓ 2 Hand Towels
- ✓ 2 Washcloths

Note that most bathrooms will be shared among multiple people. Please bring shower slippers/flip flops, and personal hand soap for the bathroom. Be sure to pack the following items: body wash/soap, loofah/sponge, shower cap, toothbrush, toothpaste, floss, mouthwash, lotion, deodorant, hair products, sunscreen, bug repellant, and a rain poncho. Remember to adhere to TSA requirements for permitted liquids and aerosols in checked and carry-on luggage. **Liquids Rule:** | <u>Transportation Security Administration (tsa.gov)</u>

Laundry Services

Each college (residential dorm building) has a <u>free</u> laundry service that participants are welcome to use. While the use of the washers and dryers is free, there is no <u>laundry detergent</u>. If you would like to use the laundry, **you must provide your own laundry detergent**.

Spending Money

At the Summit, we aim to provide all participants with an enriching experience. While we don't anticipate the need to spend money on food, drinks, and snacks, we understand the comfort of accessing funds. Instead of cash which can be easily lost, we would suggest cards. The National Urban League cannot be responsible for stolen or misplaced cash.

III. Rules of Engagement



Behavior, Rights & Responsibilities, Rules & Regulations, Grievance Procedures

The National Urban League Youth Leadership Summit is your Summit. To ensure that the Youth Leadership Summit is a positive and enjoyable experience for all, high standards of conduct and behavior have been established and will be enforced. Developed over the years with guidance from youth and adult participants, these standards apply to **all** young people and adults attending the National Urban League Youth Leadership Summit.

Infractions of any of the rules, regulations, or guidelines listed may result in the immediate dismissal of the participant from the National Urban League Youth Leadership Summit. In case of such a dismissal, the participant's parents/guardians and affiliate Chief Executive Officer will be notified, and the student and/or chaperon returned home at his/her expense. No refund will be given. In cases of serious misconduct or repeated misbehavior, an affiliate group will be asked to leave the Summit and suspended from next year's Summit.

APPROPRIATE BEHAVIOR

The golden rule states that we should treat other people in the way that we would want to be treated. In the same manner, appropriate behavior is conducting or acting with self-respect as well as respect for others. It means that when someone is talking, YOU are listening rather than whispering to a friend or listening to your PHONE, TEXTING, or PLAYING GAMES on your cell phone or other electrical devices (which you are not allowed to use during any workshop or sessions unless instructed by YLS staff). It also means that you have rights and responsibilities as a participant of the National Urban League Youth Leadership Summit. The following statements define the minimal expectations regarding your rights and responsibilities.

ALL ATTENDEES HAVE THE RIGHT...

- To respect and safety of personal property.
- To expect that a roommate will respect one's personal belongings.
- To sleep without undue disturbance from noise or roommates.
- To be free from fear or intimidation, harassment or physical or emotional harm.
- To express yourself creatively within the established guidelines.
- To fair and equal treatment when behavior is in question.
- To resolve grievances in a fair and equitable manner.

YOU HAVE THE RESPONSIBILITY...

- To abide by and follow the rules and regulations of the Youth Leadership Summit
- To comply with reasonable requests made by chaperons, staff or other adults associated with the Youth Leadership Summit. A reasonable request is anything that will not cause you personal harm or be interpreted as unwanted sexual, violent, or discriminatory conduct.
- To monitor and accept responsibility for your behavior.
- To report violations of rules and regulations or your rights to the appropriate staff.
- To respect the rights of others.
- To adhere to Summit and campus guidelines, rules, and regulations.
- To keep designated common areas at a reasonable noise level where one can be heard without shouting over others, and to keep these same areas quiet during the hours of 11pm 6am.
- To contribute positively to the Youth Leadership Summit.
- To report any concerns you have with your safety, room, attendees, staff or Youth Leadership Summit procedures to NUL executive staff in charge of the program.

Please note that all participants are expected to attend all events. Should anyone fall ill in the group, they should contact NUL leadership and the medical team.

RULES & REGULATIONS

Alcoholic Beverages

Possession, consumption or furnishing of alcoholic beverages, in or around the Youth Leadership Summit sites or at any time during the Youth Leadership Summit, is strictly prohibited and absolutely forbidden. Individuals found in violation of this rule will be dismissed from the Summit.

Damage to Property

Malicious damage, destruction, abuse and/or defacement of property or facilities, or theft of property is strictly prohibited. Those found guilty of such acts are liable for damages incurred as well as prosecution by the University/College and made to pay restitution and will be expelled from the Summit.

Disorderly Conduct

- Inappropriate language and gestures are not permitted and will not be tolerated. Gang signs, beads, bandannas and/or scarves are not permitted.
- Behavior that disrupts an event, infringes upon another person's privacy, rights, or privileges, is prohibited.
- Hanging outside of events or being disruptive or disrespectful to Summit staff, participants, presenters, youth, security, or any person associated with the Youth Leadership Summit will not be tolerated.
- No person shall push, strike, physically assault or threaten any member of the Youth Leadership Summit. Violence in any form is not permitted and will result in immediate expulsion from the Summit.
- Conflicts (verbal or physical) should be reported to a chaperon. Chaperons and/or NUL staff will resolve conflicts. The grievance committee will resolve conflicts that cannot be contained. Physical and/or unresolved conflicts will result in immediate expulsion from the Summit.
- Romantic relationships, fraternization or consensual sexual conduct between Youth Leadership Summit staff, fellow conferees, youth, security, or any person associated with the Youth Leadership Summit is prohibited. *Any action that can be interpreted as unwanted or obvious sexual, or affectionate actions, including public displays of affection such as kissing, groping, overt flirtation between adults, adults and youth, or youth to youth regardless of gender is prohibited. Should such actions be reported or discovered, the parties involved will be asked to leave the summit.*

Disturbance of the Peace

The abuse or unauthorized personal use of sound amplification (i.e., voice, radio, cell phones, etc.) is prohibited. The playing of personal stereo equipment or devices (phones and other earphone headsets, electronics including cell phones, etc.) is not allowed during the Youth Leadership Summit activities (workshops, plenary sessions, forums, etc.).

Drugs and Narcotics

The use, possession, or distribution of narcotics, amphetamines, barbiturates, marijuana, hallucinogens, or any other dangerous/controlled drug not prescribed by a personal physician is prohibited. Persons found using such items and/or having such items on their person, will be dismissed from the Youth Summit. All medications should be disclosed to NUL Nurses upon arrival and be included on the medical release forms.

Gambling

The playing of any games for money or other items of value is prohibited.

Sale of Merchandise

No person in attendance or in association with the Youth Summit may sell merchandise or services or in any way use the Youth Summit for personal gain.

Smoking

YOUNG PEOPLE ARE NOT ALLOWED TO SMOKE AT ANY TIME DURING THE YOUTH LEADERSHIP SUMMIT. This includes vaping and any other esmoking device. If chaperons must smoke, it is only permitted in designated areas assigned by the college or university, and out of the presence of young people.

Weapons

The possession and/or use of firearms, offensive/defensive weapons, including but not limited to ammunition, fireworks, air rifles, knives, brass knuckles, blackjack, chemical sprays, and other weapons, is not allowed. Any person, adult or youth, found with such items will be subjected to expulsion from the Youth Leadership Summit and reporting to appropriate authorities.



Community Agreements

- **TAKE SPACE & MAKE SPACE**
- **TRUST INTENT & ACKNOWLEDGE IMPACT**
- **BE OPEN & STRIVE FOR THE HIGHEST** LEVEL OF COMMUNICATION
- **CHALLENGE** IDEAS, **NOT PEOPLE**
- **SHOW RESPECT** FOR SELF, OTHERS & COMMUNITY
- **EXTEND GRACE & TRUST THAT EVERYONE IS TRYING THEIR BEST**
- **BE FLEXIBLE** & PRACTICE SERVANT **LEADERSHIP**
- **STAY POSITIVE** & HAVE FUN!

YOUTH ON THE RISE



IV. Next Steps



Join Group Chats

Announcements regarding the 2023 Youth Leadership Summit will be sent out to participants via WhatsApp group chats. Please have Chaperones join both the "YLS 2023 Youth and Chaperone" group chat and the "YLS 2023 Chaperone" group chat. Youth participants should only join the "YLS 2023 Youth and Chaperone" group chat. If you are having difficulty joining the group chats, please email Mya Gordon at Mgordonint@nul.org.

- Chaperone and Youth WhatsApp Group Chat: https://bit.ly/3JVqz6e
- Chaperone WhatsApp Group Chat: https://bit.ly/GCYLS2023C

Roll Call

Each affiliate will have an opportunity to introduce itself at the welcome event on **Tuesday**, **July 25, 2023**. You will have **15 seconds** to stand up and have a song clip of your choice played as an introduction.

You should send your choice to mgordonint@nul.org by 2:00 PM on Friday, July 21, 2023.

Sign up for a free tablet with broadband!

Our colleagues in the Equitable Justice and Strategic Initiatives unit at the National Urban League have partnered with an organization to give away free tablets with broadband to eligible applicants. Every tablet is equipped with broadband hotspot capacity — with a lifetime warranty.

Visit the link below and answer a few questions and see if you are eligible. The applicant will be notified if eligible, and the tablet will be shipped directly to the address they input into their application.

If you have any questions about the application process, please contact Luz Villar at lvillar@nul.org

Here's the link: https://nallabson-hill.mvnocloudsolutions.com/

Sign Up for the Talent Show!

- The talent show is open to all participants.
- Participants may choose from a variety of talents and skills that they would like to showcase at the Youth Leadership Summit!
- Sign up here: http://bit.ly/3NY001u

Resources



Who to Go To If You Need Help

- If you need help with **Housing and Linens**, contact Shelita and Pam.
- If you get locked out of your room between 6 PM and 7 AM, call 713.348.3556.
- If you need help with **Mobility**, **Parking and Transportation**, contact Anthony and Imani.
- If you need help with Social and Emotional Support, contact Vincent.
- If you need help with **Medications**, **Allergies**, **Personal Items**, and non-emergencies, contact Nurse Felice Brisbon and Nurse Stacey Davis.
- If you need **masks**, a **COVID test**, or to report symptoms contact anyone in the Youth Leadership Summit Office.
- If you have a **health emergency at Rice University**, call 713.348.6000; If you have

- a health emergency at Texas Southern University, call 713.313.7000.
- If you need help with **technology and/or printing**, contact Vanessa and Melody.

Staff Member	Name	Team/Event	Staff Member	Name	Team/Event
	Achilles Morales	Postsecondary Success Plenary/ Media and Communication		Arisleyda De La Cruz	College and Scholarship Fair/ Career Readiness Plenary
	Adenike Huggins	YLS Lead		Carl Stephens	Logistics

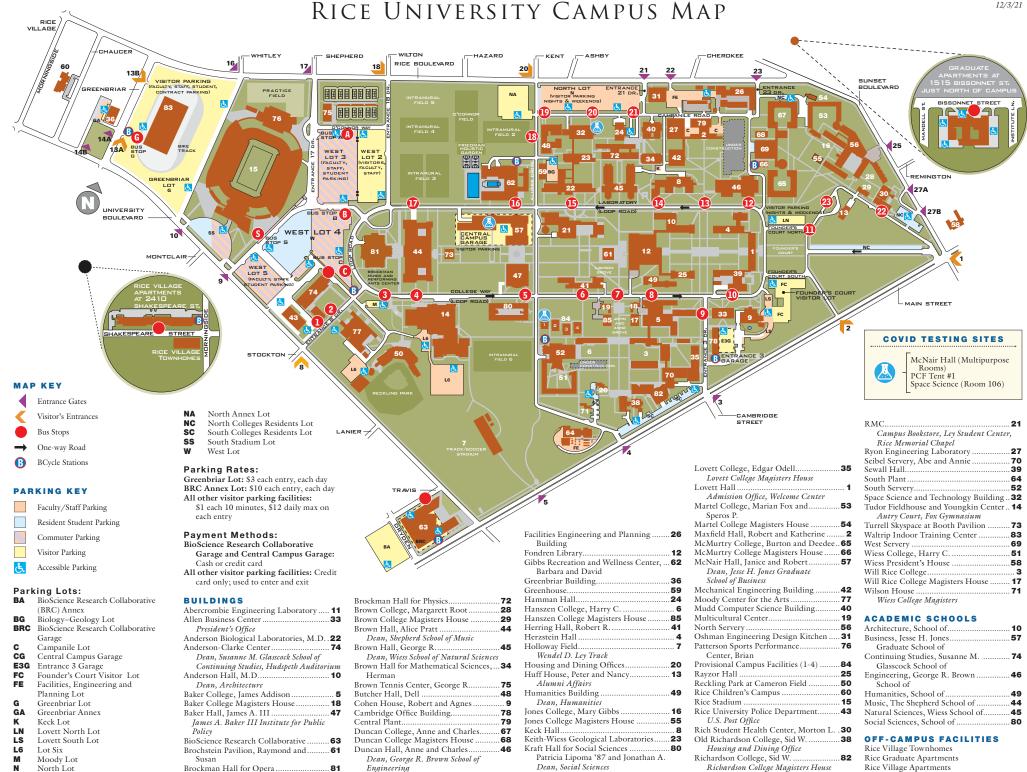
Adia Turner	College and Scholarship Fair/ Special Projects	Charles Haywood	Fun and Fitness/ Special Projects
Alison Hoban	Logistics/ Check-in/ Health and Safety	Darlene Marlin	Project Ready Case Competition/ Awards and Recognition
Anthony Mabray	Transportation	Darynne Messer	Urban Voices/ Talent Show and Game Night
Darlene Whitfield	VIP Team	Dodie Wilson	Logistics

Felice Brisbon	Nurse/ Health and Safety	Isabella Polanco	Health and Equity Plenary/ Orientation/ Communication
Hal Smith	YLS Backup	Krystal Morris	Postsecondary Success Plenary/ Awards and Recognition
Horatio Blackman	YLS Backup/ Fun and Fitness/ Wake up and Work Out	Kwame Flaherty	Service Learning Project/ Career Readiness Plenary/ ThinkFast
Imani Wilson	Transportation	Lori Scott	Wake Up and Workout/ Fun and Fitness/ Talent Show and Game Night

Lydia Isaac	Health Equity Plenary/ Health and Safety	Pamela Smith	Check-in/ Event Set-up
Miranda Feldmann	Registration/ Check-in	Sarra Ben Abdallah	Urban Voices/ Orientation/ Media and Communication
Melody Denise Velez	Check-in/ Administration	Shelita Richmond	Check-in/ Event Set-up
Mya Gordon	Urban Voices/ Orientation/ Media and Communication	Stacey Davis	Nurse/ Health and Safety

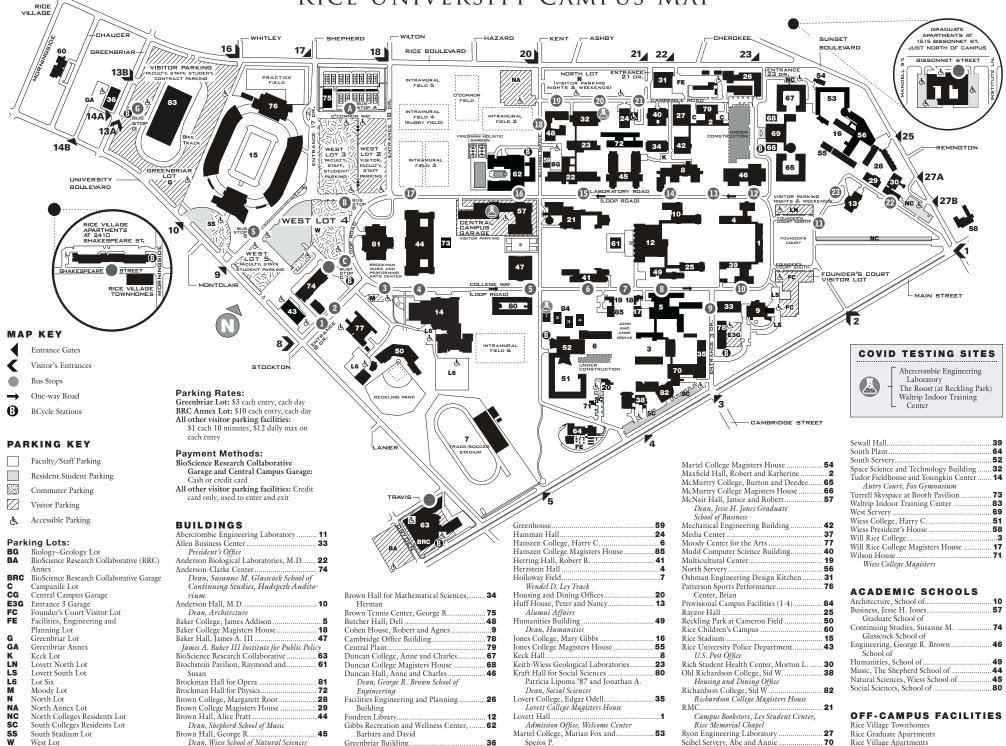
Sherry Newton	VIP Team	Vanessa Watson	YLS Office/ Administration
Taurean Uthman	Awards and Recognition/ Special Projects/ Logistics	Vincent Hinton	Project Ready Case Competition/ Health and Safety
Teshauna Tornes	College and Scholarship Fair/ Awards and Recognition/ VIP Team/ Campus Tours	Virgil Marshall	Logistics

RICE UNIVERSITY CAMPUS MAP



RICE UNIVERSITY CAMPUS MAP CHAUCER -HAZARD WHITLEY

West Lot



36

Greenbriar Building.

Speros P.

Seibel Servery, Abe and Annie ..

Rice Village Apartments