

## **AFP's 2018 International Fundraising Conference**

### **New Orleans, LA**

### **Last-Minute Attendee Information!**

We can't wait to see you at the 2018 International Fundraising Conference! This document contains essential information you'll need to hit the ground running in New Orleans. To make the most of your conference experience, also be sure to visit [afpnet.org/afp2018](http://afpnet.org/afp2018) to download the "AFP 2018 Conference" mobile app. Other key information, including session handouts and full conference program download, can be found at [afpfc.com](http://afpfc.com).

## **LOGISTICS AND REGISTRATION**

### **IMPORTANT LOCATIONS**

REGISTRATION, PRE-CONFERENCE WORKSHOPS, MARKETPLACE, GENERAL SESSIONS, EDUCATION SESSIONS:

Morial Convention Center, Hall D  
900 Convention Center Blvd., New Orleans, LA 70130

BOARD AND GOVERNANCE MEETINGS & MOST RECEPTIONS:

New Orleans Marriott  
555 Canal Street, New Orleans, LA 70130

### **GETTING TO NEW ORLEANS AND MORIAL CONVENTION CENTER: AIRPORT/DOWNTOWN TRANSPORTATION**

Suggested Transportation from Louis Armstrong New Orleans International Airport (MSY) to Downtown New Orleans:

- Taxi \$36 flat rate to French Quarter and Central Business District
- Airport Shuttle New Orleans - \$24 per person
- Details at <http://www.flymsy.com/groundtransportation>

Directions and Parking information for the Morial Convention Center: <https://www.mccno.com/about-us/directions-parking/>

Conference Shuttle Service to and from the Morial Convention Center will be offered for the following hotels, Saturday through Tuesday:

- New Orleans Marriott, 555 Canal Street
- J.W. Marriott, 614 Canal Street
- DoubleTree by Hilton New Orleans, 300 Canal Street

- (All other official conference hotels are within comfortable walking distance of the convention center)
- Shuttle Schedule:
  - Saturday, April 14
    - AM Peak (every 15 mins) 6:45–10:15 am
    - Mid-Day (every 30 mins) 10:15 am – 1:45 pm
    - PM Peak (every 15 mins) 1:45–5:45 pm
  - Sunday, April 15
    - AM Peak (every 15 mins) 6:45–10:15 am
    - Mid-Day (every 30 mins) 10:15 am – 2:00 pm
    - PM Peak (every 15 mins) 2:00–6:00 pm
  - Monday, April 16
    - AM Peak (every 15 mins) 6:45–10:15 am
    - Mid-Day (every 30 mins) 10:15 am – 2:00 pm
    - PM Peak (every 15 mins) 2:00–6:15 pm
  - Tuesday, April 17
    - AM Peak (every 15 mins) 6:45–10:15 am
    - Mid-Day (every 30 mins) 10:15 am – 3:00 pm
    - PM Peak (every 15 mins) 3:00–4:00 pm
    - Evening Peak (every 30 mins) 4:00–8:00 pm

#### **FACILITY ACCESSIBILITY INFORMATION FOR MORIAL CONVENTION CENTER**

<https://www.mccno.com/guests-with-disabilities/>

#### **REGISTRATION AND MATERIALS PICK-UP**

Attendee registration and materials pick-up is located in the lobby outside Hall D in the Morial Convention Center. **Please make sure that you have your registration barcode email (sent Monday, April 9) printed, or available on your phone, when you arrive.** You will also receive lunch vouchers, badge holder, final print program, conference tote bag and other “goodies”. If you do not receive your barcode email, check your spam folder, and if not there, please let us know at [frp@experient-inc.com](mailto:frp@experient-inc.com).

#### **REGISTRATION HOURS (Morial Convention Center, Hall D, Lobby)**

Friday, April 13 | 1:00 – 5:00 PM

Saturday, April 14 | 7:30 AM – 5:00 PM

Sunday, April 15 | 7:00 AM – 5:00 PM

Monday, April 16 | 7:00 AM – 6:00 PM

Tuesday, April 17 | 7:00 AM – 3:30 PM

#### **COAT/LUGGAGE CHECK (Morial Convention Center, Hall D, Lobby)**

Coat: \$2

Bag: \$3

Sunday, April 15 | 7:00 AM – 6:00 PM

Monday, April 16 | 7:00 AM – 6:00 PM

Tuesday, April 17 | 7:00 AM – 4:00 PM

#### **BOOK FAIR HOURS (Morial Convention Center, Level 2, Lobby)**

Saturday, April 14 | 8:00 AM – 5:00 PM

Sunday, April 15 | 7:00 AM – 5:00 PM

Monday, April 16 | 7:00 AM – 5:00 PM

Tuesday, April 17 | 7:00 AM – 3:00 PM

### **WILL THERE BE WI-FI?**

Yes, we will have free wi-fi available in the AFP Marketplace, lobbies, and education session rooms located within the Morial Convention Center. The wi-fi name is “AFP 2018” – there is no password needed!

### **DRESS CODE**

Dress is casual for the meetings and sessions. Please bring a sweater or light jacket, as meeting rooms at Morial Convention Center can be cool.

### **IN CASE OF EMERGENCY**

To report an emergency, pick up the nearest emergency telephone and dial 1911 or 3040.

### **LOST & FOUND**

Lost items can be submitted or claimed during registration hours at Conference Registration, outside Hall D of the Morial Convention Center. Items that have not been claimed by 3:30 PM, Tuesday, April 17 will be given to the convention center staff to secure. Guests can contact the convention center directly at (504) 582-3000.

## **EDUCATION**

### **EDUCATION SESSIONS**

All presentations are open to all conference participants on a first come first served basis, with the exception of the pre-conference workshops, which require additional registration. We have made every attempt to provide adequate seating for participants at the International Fundraising Conference. For your safety and due to fire regulations, only those with seats will be allowed to stay in meeting rooms.

#### **PLEASE NOTE:**

- All meeting rooms will be cleared between presentations.
- All seats are available on a first-come, first-served basis.
- Reserving spaces in line or saving seats is not permitted.
- Please move into the middle of a row to maximize the available seating.
- In compliance with fire codes, sitting on the floor or standing is not permitted.
- As a courtesy to the speakers and your colleagues, please silence your cell phone during all presentations.
- In the event that a session room is filled to capacity, please do not bring outside chairs into the room. We have plenty of other education sessions that you may enjoy at that time instead!
- Select rooms will have TV monitors outside, streaming slides and audio from the presentation.
- Many education sessions will be recorded, and will be distributed to conference attendees following the show at no extra cost. For those recorded sessions, you will see either a microphone icon (for slide and audio recording) or a video camera icon (for full video recording) on schedule posters outside education session rooms.

- In consideration of both speakers and listeners, please wait until the breaks if you find you need to leave or switch rooms.

**\*\*PLEASE NOTE:** Daily addendums to the conference program, including new information about education sessions and AFP Marketplace activities, will be available at the registration area and published on the conference app as it is known. Also, key information will be displayed on video screen in the registration area.\*\*

### **EDUCATION SESSION HANDOUTS**

Education session handouts can be found in each session's listing on the AFP 2018 app, or at [afpfc.com/handouts](http://afpfc.com/handouts). On the AFP 2018 app, simply go to "My Schedule" and then click on the session to find the handouts. At [afpfc.com/handouts](http://afpfc.com/handouts), listings are ordered by session title.

**\*\*PLEASE NOTE:** If no handouts appear in a session listing, that means those speakers have not provided a handout or the session will not include handouts.\*\*

### **CFRE TRACKER**

CFRE Tracker Sheets are available in the AFP Hub, registration area, on the conference app, and at [afpfc.com](http://afpfc.com). It can also be found online [here](#).

### **EDUCATION SESSION AND CONFERENCE EVALUATIONS**

As part of AFP's going-green initiative, daily conference evaluations will be distributed via email at the end of each day. Please take a few minutes to evaluate conference sessions, speakers, and your overall experience. If you do not receive the email containing the evaluation link, you can also find access at [afpfc.com](http://afpfc.com).

In addition, you will now be able to evaluate each session starting at the end of the actual session - all on the AFP 2018 app!

Here's how it works:

- Starting 5 minutes before the session you are in ends, a "Take Survey" button will appear within that session's listing on the app. Simply open that session on your app, and you will see the button at the bottom of the session page
- Answer the questions in the survey to rate the session, and then click "Next" until the survey is completed - you are done!
- The session survey will stay active till the end of the conference, so don't worry if you can't get to it immediately after the session ends - you have time!

## **THE AFP MARKETPLACE**

### **MARKETPLACE HOURS (Morial Convention Center, Hall D)**

Sunday, April 15 | 11:30 AM – 5:00 PM

Monday, April 16 | 9:00 AM – 5:00 PM (Open for Happy Hour until 5:30 PM)

Tuesday, April 17 | 9:00 AM – 3:30 PM

### **NEW! WHERE AND WHEN TO EAT**

New lunch vouchers, designed to give you more variety in lunch options, will be provided when you check in for the conference. Vouchers are valid only during designated lunch times in the AFP Marketplace, located in Hall D of the Morial Convention Center. Lunch vouchers are not valid at Starbucks or any other locations outside of the AFP Marketplace. **Please treat your lunch vouchers like cash, as lost vouchers will not be replaced.**

Lunch will be provided in the AFP Marketplace during the following hours:

Sunday, April 15 | 12:15 – 1:15 PM

Monday, April 16 | 12:00 – 1:00 PM

Tuesday, April 17 | 12:00 – 1:15 PM

#### **MARKETPLACE HAPPY HOUR**

Monday, April 16 | 4:30 – 5:30 PM

#### **COFFEE BREAKS**

Sunday, April 15 | 7:00 – 9:00 AM, near the La Nouvelle Orleans Ballroom, Level 2 of the Morial Convention Center

Sunday, April 15 | 3:00 – 3:45 PM, in the AFP Marketplace

Monday, April 16 | 9:15 – 10:00 AM, in the AFP Marketplace

Tuesday, April 17 | 9:15 – 10:00 AM, in the AFP Marketplace

#### **MARKETPLACE GIVEAWAYS AND EDUCATION SESSIONS IN THE MARKETPLACE**

There are several drawings and in-booth education sessions in the AFP Marketplace. Stop by the booths listed at [afpfc.com/giveaways](http://afpfc.com/giveaways) or look in the conference program and daily addendums. Education sessions will also take place in the Learning Labs within the AFP Marketplace.

**\*\*PLEASE NOTE: Daily addendums to the conference program, including new information about education sessions and AFP Marketplace activities, will be available at the registration area and published on the conference app as it is known. Also, key information will be displayed on video screen in the registration area.\*\***

## **AFP FOUNDATIONS**

#### **JOIN BLACKBAUD'S "GOOD TAKEOVER" CHALLENGE!**

Make your annual fund gift on-site or online, April 15-17, and Blackbaud will donate \$10 per donor for every donor who makes a gift to any of the three AFP Foundations (United States, Canada or Mexico)—up to 500 donors or \$5,000.

Stop by the AFP Hub or the Blackbaud booth in the AFP Marketplace for more details.

The AFP Foundations work together to advance the fundraising profession for the greater good through key initiatives such as diversity and inclusion, professional education and leadership development and research.

#### **TEXT TO GIVE! BENEFITING THE AFP FOUNDATION'S "BE THE CAUSE" CAMPAIGN**

Give back to the fundraising profession by donating to the AFP U.S. Foundation's "Be The Cause" campaign.

1. Text **BETHECAUSE** (with no spaces) to 444999
2. Follow the prompts
3. Register your credit or debit card (first-time only)

It's just that easy! If you have any questions, ask for AFP Foundation staff at the AFP Hub in the AFP Marketplace.

## YOUR #AFPFC ONLINE EXPERIENCE

The official 2018 International Fundraising Conference website is: [afpfc.com](http://afpfc.com). This is your one-stop shop for all things New Orleans — sessions, speakers, exhibitors and more!

### THE AFP 2018 CONFERENCE APP

Download "AFP 2018 Conference"—the official AFP International Fundraising Conference app for your mobile device—and you are all set for New Orleans! Have all the sessions, speakers, exhibitors, and more at your fingertips, and create your own personalized conference experience. You can set up a profile, connect with fellow attendees, post updates and pictures to the activity feed and social media, and more. Visit [afpnet.org/app](http://afpnet.org/app) to download and learn all about the app!

### TWITTER

Follow @afpihq, our conference hashtag #afpfc, and the #AFPeeps

### FACEBOOK

AFP: [facebook.com/AFPfan](https://facebook.com/AFPfan)

AFP Canada: [facebook.com/AFPCanadaFan](https://facebook.com/AFPCanadaFan)

AFP International Fundraising Conference: [facebook.com/AFPConferenceFan](https://facebook.com/AFPConferenceFan)

### LINKEDIN

Follow AFP on LinkedIn: [linkedin.com/company/878282](https://linkedin.com/company/878282)

Join our On Fundraising group and add to the discussion: [linkedin.com/groups/57450](https://linkedin.com/groups/57450)

### LUNCHTIME LEARNIN' WITH THE AFPEEPS!

Hungry for some social media savvy? The AFPeeps have you covered! Once again, the AFPeeps will be bringing AFPeeps U to New Orleans for the 2018 International Fundraising Conference! These special sessions (visit [afpfc.com/afpeeps](http://afpfc.com/afpeeps) or check the app for the complete lineup) will be offered at Learning Lab 1 in the Marketplace during lunch each day of the event, and are specially designed to help you quick-start and enhance your online and social media success! And don't forget—you can stop by the Peeps Nest in the AFP Hub in the AFP Marketplace, at any time for all your social media questions.

## NETWORKING EVENTS

### AFFINITY GROUP ROUNDTABLE NETWORKING

Saturday, April 14, 5:15 – 6:15 PM | The New Orleans Marriott Hotel, Galleries 1-6

Affinity Roundtables limited to these self-selected affinities: African American, Arts/Cultural, Faith-Based, Health, Lesbian/Gay/Bisexual/Transgender/Queer (LGBTQ), and Young Professional. No pre-registration required.

#### **CONFERENCE WELCOME RECEPTION AND NETWORKING**

Saturday, April 14, 6:00 – 8:00 PM | The New Orleans Marriott Hotel, Grand Ballroom  
The Welcome Reception will include networking tables for all affinity groups.

#### **COMMUNITY GROUP RECEPTIONS**

Sunday, April 15, 6:00 – 7:30 PM | The New Orleans Marriott Hotel, Various Meeting Rooms

#### **AFP MARKETPLACE HAPPY HOUR**

Monday, April 16, 4:30 – 5:30 PM | Morial Convention Center, Hall D

#### **FUNDRAISERS FEST AT THE AUDUBON AQUARIUM OF THE AMERICAS**

Monday, April 16, 6:00 – 9:00 PM | Audubon Aquarium of the Americas (1 Canal Street)  
Prior registration (now sold out!) is required for Fundraisers Fest, co-hosted by AFP International and the AFP Greater New Orleans Chapter. Dive into the culture of the Big Easy with famous cocktails, sumptuous Creole cuisine, and live musical entertainment. **This event is sold out!**

## **AFP ICON 2019 IN SAN ANTONIO**



AFP's International Conference on Fundraising will have a fresh new look in 2019, but we're still bringing you an unbeatable experience with the best education and networking for professional fundraisers.

Register early – super early – as AFP will once again offer a Super Early Bird rate for next year's conference! The newly-minted **AFP ICON 2019** will be held March 31 – April 2, 2019, in San Antonio, Texas.

Super Early Bird registration opens Sunday, April 15, and closes Monday, May 7. Register on-site in New Orleans, in the registration area, or at [afpfc.com/2019](http://afpfc.com/2019).