



August 12–14, 2004



The John F. Kennedy Center
for the Performing Arts
Washington, D.C.

Leadership Exchange in Arts and Disability

Welcome

Dear Friends,

I am delighted to invite all ADA/504 Coordinators and Accessibility Managers working in the cultural arts to the **Fourth Annual Accessibility Managers in the Cultural Arts Conference** and the **First Leadership Exchange in Arts and Disability (LEAD)** training August 12th – 14th, 2004 at The John F. Kennedy Center for the Performing Arts in Washington, D.C.

You are the leaders who ensure that the cultural arts are accessible to seniors and people with disabilities. It is appropriate for us to meet here in the Nation's Capital where we can consult a wealth of knowledgeable people from numerous federal agencies and national disability organizations, and have an opportunity to get some hands-on training in a variety of cultural venues.

Every year I look forward to this gathering. There is so much to discuss, questions and solutions to explore, new contacts to make and people to meet in the field of accessibility. This conference is invaluable in terms of education and training, resource sharing and fact gathering, for getting energized and revitalized.

Last year we were 136 people from 106 organizations in 29 states and the District of Columbia. We came from various backgrounds, whether we worked in accessibility full time or whether this was our second or even third job responsibility. Through this training and conference, we have established a truly national network of resources and people we can turn to for advice and assistance. We are a group of diverse people with a unifying passion for the arts and dedication to the idea that art should always be accessible to all.

I look forward to seeing you in August 2004!

Betty Siegel

Manager of Accessibility
The John F. Kennedy Center
for the Performing Arts

Who



Who Should Attend This Conference

- 504 Coordinators
- ADA/504 Managers
- Accessibility Managers
- Museum and Theater Administrators
- Auditorium, Box Office, and House Managers
- Outreach and Education Coordinators
- State Arts Commission and Council ADA Coordinators
- University and College ADA Coordinators
- Guest, Patron, and Visitors Services Managers
- **Anyone interested in taking a leadership role and responsibility for creating accessible cultural programs, policies and facilities that are inclusive of senior citizens and people with disabilities.**

Join this unique national network of professional accessibility coordinators, managers and directors in the cultural arts. The network is devoted to training emerging leaders and improving existing programs and facilities in an effort to make the cultural arts accessible to all.

- **Increase** your knowledge of the field
- **Learn** about innovative programs and best practices
- **Participate** in dynamic discussions
- **Enhance** your leadership ability

Training

Training and Conference Highlights

- Sessions with experts on a wide variety of current and topical accessibility issues.
- Training on key issues of policy and procedure.
- Exhibit and vendor resources, including accessible technologies, effective communication tools, and specific information on products and services.
- Small open forums for exploration of best practices in the field.
- One-on-one consultations on accessibility for your organization's website.
- Meet and engage in open dialogue with John Wodatch, Chief of the Disability Rights Section in the Civil Rights Division of the U.S. Department of Justice.
- Share your ideas and learn what has helped make other organizations accessible to people with disabilities.

Overall Schedule

(subject to change)

Thursday August 12, 2004

8:00 am — 5:00 pm	Registration Desk Open
9:00 am — noon	Plenary Session (Accessibility Assets and Marketing)
noon — 1:00 pm	Lunch
1:00 pm — 5:00 pm	Concurrent sessions and small group forums
4:00 pm — 9:00 pm	Exhibit, Vendor and Resource Room
7:00 pm — 9:00 pm	Opening Reception

Friday August 13, 2004

8:00 am — 5:00 pm	Registration Desk Open
9:00 am — noon	Plenary Session (Legal Issues)
noon — 1:00 pm	Lunch
1:00 pm — 5:00 pm	Concurrent sessions and small group forums
6:00 pm	Free Millennium Stage Performance
7:00 pm — 9:00 pm	Leadership Awards Dinner



Bill Shannon performing on the Millennium Stage on June 3, 2002.
Photo by Robert Nelson.

Saturday August, 14, 2004

9:00 am — noon	Concurrent sessions
noon — 1:00 pm	Lunch and Plenary Session

All conference events will be held at The John F. Kennedy Center for the Performing Arts in Washington, D.C. The conference begins at 9:00 am on Thursday, August 12th, and continues until 1:00 pm on Saturday, August 14th.

Founding Members of the ADA/504 Coordinators and Accessibility Managers in the Cultural Arts Network:

Accessible Arts Inc.
 Arena Stage
 ArtAbility Accessing Arizona's Arts
 Arvada Center for the Arts and Humanities
 Center Stage
 Cultural Access Consortium
 ELA Foundation
 Huntington Theater
 Kentucky Center for the Arts
 Kravis Center for the Performing Arts
 Orange County Performing Arts Center
 Oregon Shakespeare Festival
 Paper Mill Playhouse
 Raleigh Little Theatre

Raleigh Memorial Auditorium
 Shakespeare Theatre
 The John F. Kennedy Center for the Performing Arts
 VSA arts of Georgia

The Kennedy Center's Accessibility Programs are supported in part by:

Anne Marie Arnott
 Jill Arnot
 Mike and Julie Connors
 The Kennedy Center Corporate Fund
 National Endowment for the Arts
 Rosemary Kennedy Education Fund
 Mr. G. Burke Ward
 U.S. Department of Education

Conference Registration Form

Fill out and return this registration form by Monday, July 12th, 2004 (*one form per person attending the conference*). You will be notified when your registration has been received.

Please note: *As space is limited, please respond immediately. Preference will be given to registrants who are directly responsible for making programs and facilities accessible to people with disabilities at a cultural arts institution or cultural arts service agency. Attendees will need to pay for their own transportation, hotel accommodations, and per diems. The Kennedy Center will provide lunch on Thursday, Friday and Saturday.*

Name _____ Title _____

Organization _____

Address _____

City _____ State _____ Zip _____

(_____) (_____)
Phone (Work) Phone (TTY)

E-mail _____ Organization Web address _____

Accommodations

The conference site and all activities are wheelchair accessible. Accommodation requests must be received by July 12, 2004. Please indicate which of the following you will need to participate in the conference (*check all that apply*):

- | | |
|---|---|
| <input type="checkbox"/> Sign Language Interpreter | <input type="checkbox"/> Assistive Listening Device |
| <input type="checkbox"/> CART (Computer Assisted Real-time Translation) | <input type="checkbox"/> Printed materials in Braille |
| <input type="checkbox"/> Other: | <input type="checkbox"/> Printed materials in large print |

I have special dietary requirements (Specify):

See Other Side for Fees and Payment Methods

Note: Please make a copy of the completed registration form for your records.

Conference Registration Form

Registration Fee

- \$125** per person for Board or Staff members of an arts organization or arts service agency, cultural organization or cultural service agency. **Total** = \$ _____
TEAM DISCOUNT – if your organization is sending more than one person you are eligible for a team discount conference fee of \$90 per person.
- \$225** per person for Board or Staff members of a non-profit disability organization. **Total** = \$ _____
- \$425** per person from a for-profit organization or business. **Total** = \$ _____

Payment must be received with your application and registration.

Please note: there is a \$50 late fee for applications postmarked after July 12, 2004.

Optional Events

Please check the boxes of the events you plan to attend and enclose payment.
Fees for optional events are non-refundable.

- Yes**, I plan to attend the FREE Evening Reception on Thursday August 12.
- Yes**, I want a FREE 15 minute accessible website consultation on Thursday August 12, between 4:00 pm and 9:00 pm. (*Notice will be sent you in advance with the time your consultation has been scheduled*)
- Yes**, I plan to attend the **Leadership Exchange in Arts and Disability** (LEAD) Award Dinner on Friday August 13, at 7:00 pm in the Kennedy Center.
of Tickets _____ x \$25.00 = \$ _____
- Yes**, I plan to attend the performance of **The Producers** on Saturday, August 14, 1:30 pm matinee at The Kennedy Center.
(This performance will be sign interpreted, captioned and audio described.)
of Tickets _____ x \$60.00 = \$ _____

Mail registration form to:

Accessibility Program
ADA/504 Coordinators Conference
The John F. Kennedy Center
for the Performing Arts
P.O. Box 10808
Arlington, VA 22210

Fax registration form to:

(202) 416-8802
Attention: Accessibility
Remember: fax both sides of registration form.

E-mail application form and registration form to:

access@kennedy-center.org

Total Payment Enclosed: \$ _____

Payment accepted by check (payable to The Kennedy Center Accessibility Program) or credit card (VISA or MasterCard only)

Card Number Visa or MasterCard

Exp. Date _____

Name of Cardholder _____

Signature _____

Amount to charge to card: \$ _____

History

History



In August of 2000, a small group of 25 education managers, executive directors, development directors, PR/marketing managers and house managers—all of whom were responsible for accessibility at their respective cultural arts organizations—gathered to talk about institutional arts and disability issues. Some attendees had more than 20 years of experience in the field while others had been on the job less than six months.

But, everyone had one thing in common—the desire to create accessible programs that are inclusive of older people and people with disabilities in our communities. This informal meeting was so

successful that it has become a national professional network focused on training and sharing information about the field of arts and accessibility, exploring practical methods for implementing accessibility in cultural environments, and comparing experiences, resources, expertise and knowledge with others in the field.

For Additional Information

For additional information, please contact the Kennedy Center Accessibility Office at (202) 416-8727 (voice) or (202) 416-8728 (TTY), (202) 416-8802 (fax), or via email at access@kennedy-center.org

General Information

Hotel Information

Conference rates have been arranged at two hotels within 3 to 7 minutes walking distance of the Kennedy Center – \$109 per evening for Wednesday and Thursday, \$99 per evening for Friday and Saturday (before tax). These rates are good until July 12, 2004. Be sure to ask for the Kennedy Center ADA/504 rate. A limited number of rooms are being held at this rate, so call immediately.

The George Washington University Inn

824 New Hampshire Ave., N.W.
(800) 426-4455
www.gwuinn.com

Wheelchair accessible entrance is in the back.

One Washington Circle Hotel

1 Washington Circle, NW
(800) 424-9671
www.thecirclehotel.com

Wheelchair accessible entrance is in the front.

To check additional hotels, go to www.washington.org (DC Convention and Visitors Association) or check out Gimp On The Go for a list of accessible hotels at www.gimponthego.com.

Airports and Public Transportation

Reagan National Airport is the closest airport. Taxi to the Kennedy Center is around \$12.00. Metro is around \$1.50. For information: www.mwaa.com/national/index.htm

Dulles Airport in Virginia is a half-hour to hour trip depending on traffic. Taxi is around \$45.00; Washington Flyer shuttle bus is \$16 one way. For information: www.mwaa.com/dulles/index.htm

Baltimore-Washington Airport (BWI) in Maryland is a half-hour to hour trip depending on traffic. Taxi is around \$60.00. For information: www.bwiairport.com

For information about public transportation (bus and Metro) around the Washington D.C. area go to: www.wmata.com

Exhibitors

There will be an evening exhibit, vendors and resource room open to conference attendees and people from around the Washington D.C. metropolitan area on Thursday, August 12, from 4:00 pm until 9:00 pm (Reception in the Exhibit Room starts at 6:30 pm). If you are interested in having a booth or table at this event, please contact the Kennedy Center Accessibility program by email at access@kennedy-center.org or by phone (202) 416-8727 (voice) or (202) 416-8728 (TTY).

Resource Sharing

Participants are encouraged to bring resources to share, including information and handouts about your accessibility efforts, programs, facilities, calendars of events, manuals and handbooks, training materials, brochures, articles, and marketing/pr materials.



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