



**Capitol Focus Policy Conference  
May 19-21, 2013, Sacramento CA**

<b>SUNDAY MAY 19, 2013</b>		
11:00-1:00	<b>Arrival, Registration, Lunch and Group Poster Preparation-</b> Welcome to the Marriot! Find our desk and check-in. Give us your parent permission slips. Grab an agenda and packet and get ready for a busy week. Grab lunch and mingle with your peers. Prepare your poster for our community poster session that will take place this afternoon.	Marriot Residence Inn 1121 15 <sup>th</sup> Street Sacramento
2:00	<b>Welcome, Opening Session and Ice-Breaker –</b> Welcome to our annual Capitol Focus Statewide convening! We will introduce staff returning participants along with new participants; project history and goals; conference activities and materials; and our group agreement on rules of engagement! Followed by a full group ice-breaker to loosen us up for the afternoon!	Marriot Residence Inn 1121 15 <sup>th</sup> ST Sacramento
2:30-3:00	<b>Guest Speaker</b>	
3:00-4:00	<b>Statewide Strategies for Making Change-</b> Why are we here? What is the reason behind our statewide efforts? What is a platform? And why would you want to develop one? The California Center staff will answer these questions and provide you with some tips on developing a platform	
4:00-4:15	<b>Break!</b>	
4:15-5:00	<b>Community Reports Round Robin–</b> Each site will hang their community poster and in a round robin style we have 20 minutes to go around to each poster, read about the work communities are doing, and write any questions we have for them about the work they are doing. Following the Round Robin each group will have a few minutes to present the highlights of their poster, answer any questions share their success and challenges.	
5:00-5:45	<b>Community Organizing and E-Advocacy</b>	
6:00-6:30	<b>Check in and relax-</b> We will check into our hotel rooms, freshen up and relax for a bit.	
6:30	<b>Meet in Lobby to Walk to Dinner</b>	
7:00-8:30	<b>Dinner and Conversation –</b> Go ahead and mix it up with your peers and chat away! It is so good to see you all again!	
9:45-11:00	<b>Quiet Time -</b> A chance to chill out with our new colleagues in the common areas of the Youth Hostel. Room Checks at 10:30 PM.	

<b>MONDAY MAY 20, 2013</b>		
7:15-7:30	<b>Rise and Shine!</b> Wear comfortable shoes today! Lots of walking in store!	Marriot Residence Inn 1121 15 <sup>th</sup> Street Sacramento
8:00-8:30	<b>Breakfast</b> – Breakfast is part of the deal at the hotel, so give yourself time to get through the line and have a nice meal before we get our day started!	
8:00-8:30	<b>Welcome Presentation Planning Session</b> – What are the goals and activities for today? We will also look at the format for Tuesday presentation. Why are we doing this? Who will come? What is the purpose of each section? What ideas and information will we provide? How will we organize to prepare and make our presentation	Conference Room in the Marriot
8:30-9:00	<b>Ice-Breaker Activity</b> - Something fun to get us going!	
9:00-10:00	<b>Preparation Session for Investigative Appointments</b> – Participants will gather in their issue teams to prepare for investigative interviews. Be prepared to introduce your selves, share your vision and top priority ideas, and to hear what each expert has to say! Transfer to first appointment 10:00-10:15	
10:15-11:00	<b>Capitol Search Investigative Appointments</b> - Participants will divide into RESEARCH TEAMS to go “on-the-town” for two thirty minute appointments with statewide policymakers with expertise in food systems, land use and community design, transportation, energy and education. Be sure to invite them to the presentation on Tuesday	
11:00-11:15	Transfer back to hotel	
11:15-12:00		
11:45-12:45	<b>Lunch</b> – Stay with your team or hook up with the others for some lunch. Lots of places on the K Street mall, or down J Street. We’ll give you some cash! Enjoy the short break! Begin return transfer to 1121 15 <sup>th</sup> Street.	You’re Choice!
1:00-2:30	<b>Public Speaking Skill Building-</b> Tomorrow is a big day and we want to make sure our public speaking skills are in tiptop shape.	
2:30-3:00	<b>Break!!</b> Let’s take a quick break, maybe a brisk walk or grab a coffee. Stretch your legs and return back to the conference room at 3:00	
3:00-4:30	<b>Presentation Prep-</b> Youth will meet with in their issue teams and will make small reports about what they learned during their appointments and will begin to prepare and practice their presentation. Issue teams will meet first; then we will pull out those youth who have volunteered to handle other parts of the presentation including the introduction and background. Adult coordinators will be assigned to coach each presentation team. Take a break if you need one at the mid-point	
4:00-6:00	<b>Presentation Practice-</b> We will spend the remaining part of the day practicing our presentations in front of each other and providing groups with constructive feedback.	

6:00-7:00	<b>Chill and Recycle</b> - Catch breath; Call home; Check Face-book; Brush teeth; Change clothes; Transfer to Dinner 7:00 PM	Marriot Residence Inn
7:30	<b>Dinner</b>	
7:45-9:15	<b>Night Walk</b> – Monday Night is not exactly hopping! But take a stroll in a group and see some of the sights! The Beat Record Store at 1700 J Street? Ricks Deserts at 2322 K Street? Peets Coffee at 1800 19 <sup>th</sup> Street? Begin transfer to Hotel at 9:15 PM!	J and K Street Area
9:30-11:00	<b>Quiet Time in Hotel</b> – Remember we are packing and storing our luggage tomorrow AM; and doing our Hostel chores before our morning sessions.	Marriot Residence Inn
9:30-11:00	<b>Presentation Preparation</b> – Need more time? This is your last chance!	

**TUESDAY MAY 22, 2012**

7:00-7:30	<b>Rise and Shine</b> – Pack and Store Luggage, Check-Out of Rooms	Marriot
7:30-8:15	<b>Breakfast at Hotel</b> – Get fueled up for the day!	Residence Inn
8:15-9:00	<b>Committee Presentation Preparation</b>	1121 15 <sup>th</sup> Street Sacramento

<p>9:00-9:30</p> <p>9:30-10:30</p> <p>11:00-12:00</p>	<p><b>Transfer to presentation appointments-</b> Each subcommittee will have an appointment with 4-6 stakeholders and decision makers in your targeted issue area. Please refer to your handbook for your location address and whom you will be meeting with.</p> <p><b>Legislative Appointments-</b> Let your legislators hear what you have to say! We will be meeting with our local Senators or Assembly Members and sharing the work we are doing locally.</p> <p><b>Policy Appointments-</b> Time for action! Now that we have a solid foundation of our issues and how we want to see changes made moving forward we are going to call decision makers and legislators to action and share our youth vision with them.</p>	<p>State Capitol Room</p>
<p>12:30</p> <p>1:00-1:30</p> <p>1:30-2:00</p> <p>2:00</p>	<p><b>Conference Debriefing</b> – How did we do? What were the highlights?</p> <p><b>Preview of Activities</b> – Wow, that was intense, but just the beginning of our journey. Are you are ready to get to work as advocates, advisors and educators? What are your shared issue and advocacy priorities? What opportunities do you have to make a difference? Who do you want to work with? What do we need to do to develop the Network? What things will keep your momentum going through the summer, but allow some time to enjoy the break?</p> <p><b>Evaluation and Closing Session</b> – Please complete the written evaluations. What worked well during the conference? What would you change or add? How do you feel about things going forward?</p> <p><b>Departures</b> – Walking transfer to Marriot to Collect Luggage and Transfer to Train Station; Cabs and staff will provide rides to the Train station. Farewell!</p>	