

Louisiana State Conference

ANNUAL CONVENTION & LEADERSHIP CONFERENCE

UNIT REGISTRATION PACKET INSTRUCTIONS

The Louisiana State Conference of the NAACP is making plans for another informational, motivational, empowering and entertaining annual convention. This year, we will convene on September 17-19, 2020 at the newly-renovated Marriott in Baton Rouge, Louisiana. Later that evening, we will meet again for the President's Welcome Reception. The State Conference will officially be called to order by the State President on Friday morning, September 18, 2020 at the Baton Rouge Marriott with the convening of the Louisiana State Conference Meeting followed by the Welcome and Prayer Breakfast.

The 78th Annual Convention & Leadership Conference of the NAACP Louisiana State Conference will offer a rich learning experience, bringing together delegates, members and friends from around Louisiana with numerous and concurrent sessions in the "game changers," e.g., economic sustainability, education, health, public safety, criminal justice, voting rights and political representation with "big picture" plenary meetings and dynamic speakers. Add practical solutions and best management practices and the stage is set for a high value return for all participants.

We are extremely excited about this convention and we look forward to seeing you in Baton Rouge, Louisiana, September 17-19, 2020. Don't delay; take advantage of online (www.lanaacp.org) registration and ALL ACCESS registration opportunities.

Unit Credential Certification Form (List Voting Delegates): Please list the name of ALL of the duly-elected Unit Voting Delegates.

Memorial Service: List the Unit Member(s) that passed away since the closing of the 77th Annual Convention (2019) in Marksville, LA.

Individual Registration Page (duplicate as needed): Here, you can select the events you want to attend. Each registrant can pick up their materials.

Registration Packet Orders: This packet is especially designed for individuals interested in "total" packet deals.

Sponsorship, Vendor/Exhibitor Tables, & Souvenir Booklet Ad Form: For best results, ads should be photo-ready high resolution and in pdf format.

Resolutions & Awards Nominations: All resolutions and award nominations must be submitted ON TIME.

General Convention Information & Unit Recognition: Special recognition will be given to Units with the largest number of "pre" registrants.

The Marriott: 1-800-228-9290. The Conference Reference ID Code for room reservations is: M-IGUV3TP.

Annual Convention Evaluation Form: Let us know what you think (duplicate as needed).

Have a Great 78th Annual Convention,
Dr. Michael W. McClanahan, State President
Dr. Levon A. LeBan, Convention Chair



NAACP
LOUISIANA STATE CONFERENCE

Louisiana State Conference NAACP

Unit Credential Certification Form (List Voting Delegates)

Please provide the name(s) of the duly elected Voting Delegates.
Must be signed by Unit President and Secretary.

PRESIDENT (Print Name)

SECRETARY (Print Name)

Unit Name

Unit Number

VOTING DELEGATES ONLY (check all that apply)

VOTING DELEGATE INFORMATION Please Print Name (Last, First, MI)	A D U L T (A)	Y O U T H (Y)	V O T I N G	A L T E R N A T E	O B S E R V E R	P R E S I D E N T	S E C R E T A R Y	M E M B E R
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								

50 – 100 Members
 4 Delegates

101 – 500 Members
 6 Delegates

501 – 1,000 Members
 8 Delegates

25 – 49 Members
 Youth (2 Delegates)

[Page 19 – Constitution of the NAACP and Bylaws for Units (Blue Book)]

PRESIDENT'S SIGNATURE

SECRETARY'S SIGNATURE

Mail by September 1st to: Charles Heckard, 2608 May Street, Monroe, LA 71202

NAACP

LOUISIANA STATE CONFERENCE

ANNUAL MEMORIAL SERVICE

The following NAACP Members have passed away since the last Louisiana State Conference Annual Convention & Leadership Conference.

All participants are asked to wear ALL white.

Reporting Person: _____ Date: _____

Unit Name: _____ Unit #: _____

Unit Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

E-mail: _____ Website: _____

◇ PLEASE PRINT OR TYPE ◇

NAME
Dr. Guy Gerald Gipson (Sample)
NAACP Office Held (if applicable)
President, 1973-1974

	NAME	NAACP Office Held (if applicable)
1.		
2.		
3.		
4.		
5.		

Certified By:

SIGNATURE OF UNIT PRESIDENT

SIGNATURE OF UNIT SECRETARY

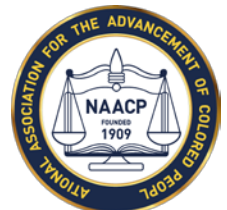
Please complete and return to the State Office by POSTMARKED/EMAIL by September 1st

Windy L. Calahan, District "G" Vice President
Louisiana NAACP State Conference

228 Sugar Creek Road, Quitman, LA 71268

TEXT: (318) 680-5511

EMAIL: eddie_douche@yahoo.com



Louisiana State Conference NAACP

Individual Registration Page

(Each individual / member listed will pick up own registration materials)

MAIL ALL CHECKS TO: Charles Heckard, 2608 May Street, Monroe, LA 71202

PLEASE SPECIFY: Handicap Assistance Needed Vegetarian Meals Needed
 Interpreter Service Required Other _____

NAME Please Print or Type	ADULT - \$30	YOUTH - \$15	DELEGATE	ALTERNATE	OBSERVER	Prayer Breakfast - \$15	Labor Luncheon - \$40	Youth Luncheon - \$40	Freedom Fund Banquet - \$75	TOTAL
	A	B				C	D	E	F	
(SAMPLE) Lauren B. McMillan	X		X						X	\$105
1.										
2.										
3.										
4.										
5.										
6.										
COPY PAGE AS NEEDED	COPY PAGE AS NEEDED				COPY PAGE AS NEEDED					
TOTALS: Columns A,B,C,D,E and F										

Please make all checks payable to Louisiana State Conference NAACP
POSTMARKED BY SEPTEMBER 1st TO: Charles Heckard, 2608 May Street, Monroe, LA 71202



Louisiana State Conference NAACP

ANNUAL CONVENTION & LEADERSHIP CONFERENCE

Registration Package Orders

REGISTRATION PACKAGE ORDERS	AMOUNT	QUANTITY	TOTAL
ADULT			
EARLY BIRD [October 1, 2019 – July 31, 2020] - Includes: Registration, Prayer Breakfast, Labor Luncheon, Youth Empowerment Luncheon and Freedom Fund Banquet.	\$179.99 (\$200 Value)		
PRE-REGISTRTION [August 1 – September 1, 2020] – Includes: Registration, Prayer Breakfast, Labor Luncheon, Youth Empowerment Luncheon and Freedom Fund Banquet.	\$190.00 (\$10 Savings)		
YOUTH			
PRE-REGISTRTION [October 1, 2019 – September 1, 2020] – Includes: Registration, Prayer Breakfast, Labor Luncheon, Youth Empowerment Luncheon and Freedom Fund Banquet.	\$80.00		
TOTAL AMOUNT FOR REGISTRATION PACKAGES			

Please make checks payable to Louisiana State Conference NAACP

MAIL THIS FORM AND CHECK(S) TO:

Charles Heckard, 2608 May Street, Monroe, LA 71202



Louisiana State Conference NAACP

Sponsorship, Vendor/Exhibitor Tables & Souvenir Booklet Ads

Sponsorships are available at the Diamond, Platinum, Gold & Silver Levels

PLATINUM - \$7,500.00
Color Ad in the Souvenir; Four Banquet Tickets

DIAMOND - \$5,000.00
Color Ad in the Souvenir; Three Banquet Tickets

GOLD - \$3,500.00
Color Ad in the Souvenir; Two Banquet Tickets

SILVER - \$2,500.00
Black & White Ad in the Souvenir; Two Banquet Tickets

DISPLAY TABLE FOR VENDORS: Each Vendor is responsible for the security of their table. Table set-up can be as early as Thursday evening. **NOTE: FEES MUST BE RECEIVED BY THE TREASURER PRIOR TO TABLE SET-UP**

\$125 Both Friday & Saturday \$60 Friday (ONLY) \$80 Saturday (ONLY)

SOUVENIR BOOKLET ADS

Full page b/w / color	\$250 / \$400	\$ _____
Half page b/w / color	\$150 / 200	\$ _____
1/4 page b/w / color	\$80 / \$120	\$ _____
1/8 page (Business Card) b/w / color	\$50 / \$70	\$ _____
Total		\$ _____

All ads must be submitted by **September 1st**. Ads must be camera-ready in .pdf format (pictures in high resolution .jpeg format) and emailed to heckardc@yahoo.com.
ALL ads must be paid for prior to the submission due date.

Return completed form by September 1st
Forward to: Charles D. Heckard, State Treasurer (heckardc@yahoo.com)
2608 May Street, Monroe, LA 71202 TEL: (318) 376-3196





Louisiana State Conference NAACP ANNUAL VENDOR REGISTRATION FORM

3313 Government Street • Baton Rouge, LA 70806

Event: **Annual Convention & Leadership Conference**

Time: **9:00 AM – 4:00 PM (set-up 8:00 AM each day)**

Requesting: **Display Table / 2 Chairs** **2 Tables** **3 Tables** **4 Tables**

Company: _____

Contact: _____

Address: _____

City/State: _____

Telephone: _____

Fax: _____

Email: _____

Signature: _____

PRICED PER TABLE: **\$125.00 Two (2) Days** **\$80.00 Saturday ONLY** **\$60.00 Friday ONLY**

PLEASE INITIAL:

Each Vendor will be provided with a **table and two chairs** per table order. Vendors are asked to bring their own table covering(s) and identification sign(s).

NOTE: The Louisiana State Conference NAACP **IS NOT RESPONSIBLE** for any of the display items, merchandise, etc. Please secure your items!

Fax your registration form to the **Convention Registrar and State Treasurer Charles Heckard** who can be reached at (318) 376-3196, email: heckardc@yahoo.com.

As always, thank you for your support of the **Louisiana State Conference NAACP!**

If you have questions or need additional information, please feel free to contact the Convention Chairman via email at levonleban@yahoo.com or by telephone at (504) 315-2776.





LOUISIANA STATE CONFERENCE

NATIONAL ASSOCIATION FOR THE ADVANCEMENT OF COLORED PEOPLE

To: All Units

From: Raphael Cassimere, Jr., Chair, **Resolutions** and **Awards** Committees

FIRST, please be reminded that in 2011, we adopted a resolution which required all proposed resolutions to be submitted no later than **10** days prior to the opening of the convention. This means that your resolution must be received in the state office by the end of business on **September 14, 2020**. As an alternative you may send them to me as an attachment. (rcassime@uno.edu) The resolution must be typed and signed by the President **and** Secretary of the unit. Only *bona fide emergency* resolutions, certified by the President will be considered after September 16.

SECOND, all nominations for state awards must be received by no later than **August 24, 2020**. Nominations **MUST** be signed by the president **and** secretary of each unit making nominations. Please include appropriate supporting documentation for each nomination. (Pictures, news articles, letters, etc.) Annual awards are given in the following categories:

EMMITT J. DOUGLAS MEMORIAL MEDAL: This is the highest internal award given to active NAACP members within the state for long and distinguished service. Nominees must be active within their local community. Each unit may nominate 1 youth and 1 adult. ***Previous recipients are ineligible.***

CHAMPION OF THE CAUSE AWARD: This award is given to an active NAACP member for outstanding contributions to the NAACP during the previous year. Each unit may nominate *1* youth and *1* adult. ***Previous recipients are ineligible*** for two years.

ERNEST L. JOHNSON, SR. COMMUNITY SERVICE AWARDS: Awards are given to individuals/ organizations for service to their local unit or the state conference. Each unit may nominate *1* person and *1* organization.

OUTSTANDING NAACP UNIT AWARDS (branch, college chapter, or youth council): One unit will be selected in each category. Each unit may make one nomination in each category.

M. JOY CLEMONS LEGAL SERVICES AWARD: One award will be given to a member of the legal profession who has made outstanding contributions in the area of civil rights/human rights.

A.P. TUREAUD BLACK CITIZENSHIP MEDAL: One award will be given to an African American who has made long and distinguished contributions in the area of civil/human rights, the Arts or Education, etc., within Louisiana. Each unit may nominate one person. Previous recipients are ineligible.



Please get your nominations in on time!

General Convention Information & UNIT RECOGNITION

Recognition for Units (Branches, Chapters & Councils) that pre-register the greatest number of members for the Annual Convention.

- A. **RECOGNITION:** District with the greatest number of “pre” registrants over 50
- B. **RECOGNITION:** Branch with the greatest number of “pre” registrants over 30
- C. **RECOGNITION:** Chapters with the greatest number of “pre” registrants over 25
- D. **RECOGNITION:** Councils with the greatest number of “pre” registrants over 15

REMEMBER: Recognition is based on PRE REGISTRATION ONLY!



Louisiana State Conference

NAACP

ESTABLISHED 1943

Number Of Unit Delegates (BASED UPON MEMBERSHIP)

Delegates	Branches and Youth Units From	Delegates	Branches and Youth Units From
8	501 – 1000 Members	4	50 – 100 Members
6	101 – 500 Members	2	25 – 49 Youth Unit Membership

PAGE# 19 IN THE CONSTITUTION & BYLAWS (BLUE BOOK)



78th Annual Convention & Leadership Conference
HOTEL INFORMATION

**The Baton Rouge Marriott; 5500 Hilton Avenue
Baton Rouge, LA, 70808-2522, (225) 924-5000
TOLL FREE: 1 (800) 228-9290**

NAME OF EVENT:	LANAACP Annual Convention & Leadership Conference
NAACP REFERENCE #:	M-IGUV3TP
OFFICIAL DATES:	Thursday, 09/17/2020 - Sunday, 09/20/2020
ROOM RATE:	\$109.00 per Night

Hotel's room rates are subject to applicable state and local taxes (currently 15.95%) in effect at the time of checkout.

METHOD OF RESERVATIONS

Reservations for the Event will be made by individual attendees directly with Marriott reservations at **1 (800) 228-9290** or Reservation Link.

CUT-OFF DATE

Reservations by attendees must be received on or before Thursday, September 1, 2020, (the “Cut-Off Date”). At the Cut-Off Date, Hotel will review the reservation pick up for the Event, release the unreserved rooms for general sale, and determine whether or not it can accept reservations based on a space- and rate-available basis at the Louisiana State Conference NAACP group rate after this date.

NO ROOM TRANSFER BY GUEST

Louisiana State Conference NAACP agrees that neither Louisiana State Conference NAACP nor attendees of the Event nor any intermediary shall be permitted to assign any rights or obligations under this Group Sales Agreement, or to resell or otherwise transfer to persons not associated with Louisiana State Conference NAACP reservations for guestrooms, meeting rooms or any other facilities made pursuant to this Group Sales Agreement.



DELEGATES

PLEASE NOTE: There is a limited number of rooms; reserve early!

Louisiana State Conference NAACP

ANNUAL CONVENTION & LEADERSHIP CONFERENCE

Annual Convention Evaluation Form

The purpose of this evaluation is to generate feedback in the various areas, which can be used to plan future conventions. Your participation is greatly appreciated.

1. How did you hear of the Annual Convention?

Social Media Newspaper Member Other _____

2. What influenced you to attend? (check all that apply)

____ Registration Fee ____ Speakers/Presentations
____ Convention Location ____ Workshops/Seminars
____ Issues/Goals of the NAACP ____ Exchange of ideas with Members
____ Legal Plenary Session

3. Were the sessions informative and did they address the stated topic?

Yes No If No, why not?

Name of Workshop: _____

Comment: _____

4. Did the Annual Convention meet your expectations?

Yes No If No, please list top reasons

A. _____

B. _____

5. What did you like most about the convention? _____

6. What did you like least about the convention? _____

7. What are the critical areas of improvement? _____

8. Please rate the following (check as appropriate)

- A. Convention location
- B. Registration process
- C. Hotel accommodations
- D. Length of sessions
- E. Speakers/Presenters

EXCELLENT GOOD FAIR POOR

4 **3** **2** **1**

9. Would you recommend the State Convention to friends/colleagues? ____ Yes ____ No

10. What position do you hold in your Unit or company? _____

Please return your Evaluation Form to a member of the Evaluation Committee or the Registration area.

