

FUNDING REQUESTS FROM CA REGIONAL CENTERS

The National Down Syndrome Congress (NDSC) 45th Annual Convention is scheduled to take place July 20 - 23, 2017 in Sacramento, CA. The NDSC applied for and was approved as a vendor **through Alta Regional Center, vendor number: PA-1933**. In order to apply for funding, you must be a California resident. Every Regional Center throughout the state will have a different policy for funding a conference. Some will pay for the complete registration fee, lodging, and transportation; some will pay for registration fees only; some will do a portion; and some will not pay for anything at all! We have provided a few tips to consider when applying for funding for the NDSC Convention through your Regional Center.

Tips to Consider When Approaching Your Regional Center for Funding:

1. Check to see if your IPP has training listed in your goals. If so, refer to that often in your request.
2. Go to the [NDSC website](#) and look at the [workshop schedule](#) to see which topics interest you or apply to your child. If you find workshops of interest that are not currently offered by your local affiliate or school, you should state in your request that you need this information.
3. In your request, state that this is an opportunity for you to build a community for your child and yourself.
4. This is a national conference with national and international speakers. It has not been on the west coast since 2009 and is currently not scheduled to return in the foreseeable future.
5. Put your request in writing. Follow up every 3 days by calling and emailing.
6. NDSC registration opens on April 10th. If your request is not approved by April 10, we strongly recommend registering early and paying upfront. Otherwise, some components of the convention may reach capacity and close prior to the June 9 deadline. Also, only paid convention registrants will receive access to the block of rooms at the convention hotels. The convention hotel block **WILL** sell out fast.
7. If they reject your request, ask for the supervisor's name and contact them. Provide the supervisor with all the previously submitted information from your request and ask for the information needed to appeal the decision.
8. Appeal the decision!

Sample Funding Request Email:

Dear (Regional Center Coordinator):

I am thrilled that the [National Down Syndrome Congress](#) annual convention is coming to Sacramento, California. It has been 7 years since it last met in California. This is an amazing opportunity for our entire family to come together, meet and network with other families in the Down syndrome community from around the world. This convention will feature more than 100 national and international speakers who are not available locally. Workshops on [toilet training](#), [behavior strategies](#), [self-advocacy](#) and [Down syndrome research](#) are a few that will meet the needs of my child and our family. I am requesting funding to cover my family's registration fee, lodging, and transportation so that we may attend. This is an ideal opportunity to gain valuable information and training that we might not receive elsewhere. The NDSC convention is unlikely to return to the west coast for 5 - 7 years. Registration opens on April 10th and many of the components will reach capacity and close before the deadline on June 9. **The following vendor number was assigned by the**

Alta Regional Center: PA-1933. If you would like more information about the NDSC Convention and the organization itself, please visit their website at www.ndscenter.org. Please let me know if you need additional information to accommodate this request. Thank you for your consideration.

Sincerely,

Your Name

Include your email and a phone number they can reach you at with their decision or questions.