

## Chapter Travel Support Info Sheet

### 2025 IGNITE Campus Convention

IGNITE is thrilled to invite your college chapter to the 2025 IGNITE Campus Convention, happening on **June 23-24, 2025**, at the [AT&T Forum for Technology, Entertainment & Policy, Washington, D.C.](#) While attending the Convention is incredibly impactful, we also know that the costs to attend the event can be a barrier to participation. We are here to help your chapter get there.

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### Getting To The Convention

Here are ways to help your chapter get to the convention:

1. **Apply for grants or funding** from your school to cover costs.
2. **Organize fundraising activities** with your chapter/club to cover costs. ( Ex. Bake sale)
3. **Request IGNITE Travel Support**, which can help cover:
  - Transportation fees
  - Lodging fees
  - Both transportation and lodging

Below is some important information for your chapter as you consider how best to cover your travel needs to attend the 2025 IGNITE Campus Convention. For more detailed information on a lot of these topics, please visit our [Chapter Fundraising Request FAQ](#).

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### Details and Registration

- **When:** June 23-24, 2025
- **Where:** AT&T Forum for Technology, Entertainment & Policy, 601 New Jersey Ave NW, Washington, DC 20001
- **Individual Registration:** Sign up here by **June 6, 2025**.
- **Group Registration:** Register your chapter here.

### What's Included:

- IGNITE swag
- Event supplies
- Meals (breakfast, lunch, and snacks)

### Attendance Guidelines:

- **Minimum:** At least one member from chapters in good standing.
  - **Maximum:** Up to 5 members per chapter. More spots may open later if space permits (event capacity: 150 attendees).
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### Affordable Travel Options & Lodging

Check out these transportation options to save on travel:

- **Air Travel:** Use local airports: DCA (closest), Dulles, or BWI.
- **Train:** Affordable options include Amtrak or Metro.
- **Ground Travel:** Share rides with friends, use buses, or drive your own car.
- **IGNITE Hotel:** YOTEL, 415 New Jersey Ave NW, Washington, DC 20001.  
**Rate:** \$294/night + taxes/fees. Share rooms to split costs!
- Look for deals at other local hotels.
- Consider AirBNB or VRBO rentals for group savings.

As you plan your trip, keep in mind these additional costs:

- Meals outside of what's provided (dinners, snacks).
  - Transportation to/from airports or train stations (Uber, Lyft, etc.).
  - Personal essentials (health/safety supplies).
  - Souvenirs or sightseeing in D.C. (optional).
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### Apply for IGNITE Travel Support!

We want to help as many chapters as possible. Follow these steps to apply:

1. Stay in **good standing** by following your chapter handbook.
2. Attend the **virtual chapter convenings** on **January 29** and **April 23, 2025**.
3. Decide who will attend the convention.
4. Submit the **travel support request form** early.
5. If approved, complete the **registration form** and **travel support acceptance form**.

### Types of Travel Support:

We are supporting as many chapters as we can who all have varying circumstances. That means travel support looks different for each chapter/club. Below are the types of travel

support IGNITE is offering, as well as information on what each type covers. Travel support is based on need and availability of funds.

- **Transportation support:** IGNITE will provide money for your chapter to purchase travel (airline/train/bus tickets, shuttle rentals, gas fees, etc) for the members attending. You can choose how you travel.
- **Lodging support:** IGNITE will cover the cost of 1 hotel room at the YOTEL for your chapter members to stay for the duration of the Convention.
- **Full travel support:** IGNITE will provide money for your chapter to purchase travel AND cover the cost of 1 hotel room at the YOTEL.

**If you receive transportation support only:** IGNITE will work with you to determine the amount needed to cover the travel for your approved number of chapter member(s) to attend, and we will send you the money to do so. You will need to book and pay for your travel using this money.

- You will also need to book and pay for your own lodging.
- For chapters booking their own lodging, IGNITE has a block of rooms available at the YOTEL that chapters can book for the \$294/night+fees rate. To book rooms through our block, call the YOTEL at (202) 638-1616 and ask for a room with IGNITE. The rooms all have 2 queen-sized beds, so each room can hold between 1-4 people.
- You may also book any other hotel and/or AirBNB option that you choose.

**If you receive lodging support only:** IGNITE will book and pay for 1 room at the YOTEL for the nights needed to attend the convention. You will just need to provide us with your dates and the name(s) of the member(s) staying in the room. Rooms hold between 1-4 people.

- You will need to book and pay for your own transportation to Washington DC.
- We recommend booking travel as soon as you can as rates to travel to DC in the summer can be expensive.
- Review our [Chapter Fundraising Request FAQ](#) for more info regarding travel options.

**If you receive full travel support:** IGNITE will send you the money to cover the travel necessary for your member(s) to get to DC AND book/pay for 1 room at the YOTEL.

*Book travel early—summer rates can be high. For YOTEL bookings, call (202) 638-1616 and ask for the "IGNITE" block. Rooms have two queen beds and can fit 1-4 people.*

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## Commitment When Receiving Support

If you receive travel support, you'll need to:

1. Complete the **travel support acceptance form** to:
  - Confirm attendance.
  - Accept support.

- Provide necessary details for travel arrangements.

*Attending this event is not just about showing up, it's about embracing an opportunity to learn and connect in meaningful ways. By signing up, you're committing to this experience, and your commitment matters to us and to your fellow chapters. That said, we know that sometimes plans change unexpectedly. If this happens, and you are no longer able to attend, we ask that you let us know as soon as possible. We will do our best to work with you. However, confirming that you will accept the travel support is also a commitment that funds will be reimbursed to us if not used.*

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### **Questions? Reach Out!**

We're here to help:

- **Senior Program Director:** Christine@ignitenational.org
- **Director of Programs & Campus Engagement:** Alicia@ignitenational.org
- **Program Manager:** Saha@ignitenational.org
- **Chief Operating Officer:** Amanda@ignitenational.org