



Allison DeHoney &lt;adehonn@gmail.com&gt;

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**{IMPORTANT}: Your BUGs workshop room #, time slot and other important details -  
BUGs National Conference in Philadelphia on October 21, 2023**

3 messages

**BUGS Con** <bugskoninfo@gmail.com>

Sun, Oct 8, 2023 at 8:25 PM

To: Allison DeHoney &lt;adehonn@gmail.com&gt;, wellsgv7@gmail.com

**Greetings BUGS 2023** conference workshop facilitator(s):

Thank you again for confirming your workshop presentation at the **11th Annual Black Farmers and Urban Gardeners (BUGs) National Conference**.

We're so appreciative and honored that you will be facilitating a workshop at this year's BUGs conference on **Saturday, October 21, 2023!**

Below, you will find some **important workshop presentation logistical details** for you to review carefully. Please let me know if you have any questions:

**Your workshop room # and start time**

Please see below for your workshop room number and time slot in the **workshop block (Session 1, 2 or 3)**.

All workshops will be held on **Saturday, October 21, 2023**. All workshops run for **60 minutes**.

- **Session 3 - Workshops (3:10 p.m. – 4:10 p.m.)**
- Workshop title: Regional Food Business Center Information Session
- Room # **SC 217C**

**BUGs recommended workshop facilitator's "run-of-show" agenda**

- Short intro from workshop facilitator(s) (2-3 mins)
- "Round-robin style" intro of workshop attendees. Ask attendees to share their name and affiliation. (**Highly recommended, but not required**. We are aware that this can cut into the time allotted for your workshop presentation.) (5-7 mins)
- Workshop presentation (40 - 45 mins)
- Leave about 5-10 minutes at the end for short audience Q & A

**Equipment to bring with you**

If you are planning to utilize the projector in your workshop room, for extra measure, please make sure to bring a **\*cord adapter\*** to plug into your laptop and the projector. Please make sure to bring **\*your** computer laptop and your USB drive.\*

**Arrival time**

Please make sure to arrive on-site **\*one hour before\*** the start of your workshop. Upon arrival, please walk to the registration table and sign-in. If needed, one of our registration volunteers will provide you with overall conference-related information, provide directions to your workshop room and answer any questions.

**Conference address**

The **BUGs conference** will be held inside the **Howard Gittis Student Center** at **Temple University**, Philadelphia, PA 1912.

**Howard Gittis Student Center**

Student Center

219M Student Center

1755 N. 13th Street

Philadelphia, PA 19122

**Parking and related transportation**

Temple University offers a variety of campus-based parking lots. There is free street parking available as well. Temple University is also easily accessible via the Septa public transit system and Uber.

**Conference ticket info and promo code for free complimentary tickets**

Good news! As mentioned, all workshop facilitators receive **complimentary free tickets** to Saturday and Sunday workshop sessions only. Please click on the following Eventbrite link further to register for your comp tickets: <https://www.eventbrite.com/o/black-urban-growers-577882055>

**Please note:** the free tickets **\*do not\*** include Friday farm tours, Friday and Saturday **fundraiser activities, and fundraiser** parties. If you're interested in attending any of these events, please go to the BUGS Eventbrite page and purchase a ticket directly.

**Promo code for free conference tickets**

To receive the comp registration tickets, please use the promo code **"SESS23" (ALL CAPS)** at the time of checkout on Eventbrite.

**Primary contact name and contact phone number (pre-conference)**

Regina Ginyard will serve as your primary point person between **now** and the end of this year's BUGs conference. Please feel free to text her directly with any important questions or concerns. See below for Regina's contact number and email address.

**Primary contact person(s) for (day-of-the conference)**



Regina will also serve as your primary point of contact at this year's BUGs conference. Regina will also be leading many of the day-of-event coordination for this year's conference. Your patience and flexibility in advance will be greatly appreciated.

Please feel free to call or text Regina directly at 646-453-9657 with any time-sensitive questions on October 21. You can also email her directly at [rginyard1@gmail.com](mailto:rginyard1@gmail.com). If you're unable to reach Regina on the day-of-the-conference (Oct 21), you can also text or call the volunteer manager, Jonique. You can text or call Jonique directly at 504-931-8536. \*We kindly ask that you do not share the above-mentioned personal contact information with other people.\*

### **Registration table with any questions**

**Alternatively**, If you have any questions on the day of the conference (October 21), you can also walk to the **registration table** and one of our registration volunteers will happily assist you.

Please let us know if you have any questions!

We look forward to seeing you at the 11th Annual BUGS National Conference! #BUGSPhilly2023

All the best,

BUGS 2023 Planning Committee

*\*A sizable amount of work for the BUGS National Conference is voluntarily run and managed. In between day jobs, children, and other life/work obligations, we work tirelessly to put together the BUGS national conference. We thank you in advance for your patience, understanding, and support.\**

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BUGS Con <[bugsconinfo@gmail.com](mailto:bugsconinfo@gmail.com)>

To: Allison DeHonney <[adehonn@gmail.com](mailto:adehonn@gmail.com)>, [rflaming@buffalogogreen.org](mailto:rflaming@buffalogogreen.org)

Sun, Oct 8, 2023 at 9:11 PM

### **Greetings BUGS 2023 conference workshop facilitator(s):**

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- **Session 2 - Workshop Descriptions (2:00 p.m. – 3:00 p.m.)**
- Workshop title: Introduction to Hydroponic Growing
- Room # **SC207**

## **BUGs recommended workshop facilitator's "run-of-show" agenda**

- Short intro from workshop facilitator(s) (2-3 mins)
- *"Round-robin style" intro of workshop attendees. Ask attendees to share their names and affiliations. (Highly recommended, but not required. We are aware that this can cut into the time allotted for your workshop presentation.) (5-7 mins)*

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Allison DeHoney <adehonn@gmail.com>

Mon, Oct 9, 2023 at 3:13 PM

To: Gail Wells <wellsgv7@gmail.com>, Della Miller <foodlink716@gmail.com>, Jocelyn Germany <jocelyn@farmschoolnyc.org>

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