

GOVERNMENT-UNIVERSITY-INDUSTRY RESEARCH ROUNDTABLE

"Novel Financing for Innovation"

February 24-25, 2014

ATTENDANCE IS BY INVITATION ONLY – GUIRR MEMBERS

MEETING, REGISTRATION, HOTEL AND AIR TRAVEL LOGISTICS

MEETING LOCATION

THE NATIONAL ACADEMY OF SCIENCES BUILDING
2101 CONSTITUTION AVENUE, NW
WASHINGTON, D.C. 20418

MONDAY, FEBRUARY 24, 2014

5:30 P.M. COCKTAIL RECEPTION (THE GREAT HALL)
6:30 P.M. KEYNOTE ADDRESS (THE LECTURE ROOM)
7:30 P.M. DINNER (THE GREAT HALL)

TUESDAY, FEBRUARY 25, 2014

(GENERAL MEETING: THE LECTURE ROOM)
*Working meals for breakfast and lunch will be provided
during the meeting.*

7:30 A.M. CONTINENTAL BREAKFAST (EAST COURT)
8:00 A.M. GENERAL MEETING (THE LECTURE ROOM)
11:45 A.M. PLATED LUNCH (WEST COURT)
3:00 P.M. ADJOURN

!!IMPORTANT INFORMATION REGARDING PARKING!!

There is **LIMITED** free parking at the National Academies building. Entrance is on 21st Street, just off Constitution avenue. See parking attendant's kiosk.

[MEETING REGISTRATION LINK](#)

SHUTTLE SERVICE

Shuttle Service will be provided to and from the Melrose Hotel for the opening DINNER. The shuttle will depart the hotel at 5:00 p.m. and 5:30 p.m. Monday evening, February 24.

Following the dinner, one shuttle will leave the NAS building at 9:00 p.m. and another at 9:30 p.m. Monday, for the return trip to the hotel.

Shuttles will also transport guests from the hotel to the meeting on Tuesday morning, February 25, leaving the hotel at 7:00 a.m. and 7:30 a.m. SHARP.

For those wishing to walk from the hotel to the NAS building, included herein is a link with walking directions [CLICK HERE TO VIEW](#).

HOTEL

GUIRR members are asked to book and pay for their own hotel accommodation up front, but can submit the receipt to GUIRR for reimbursement following the meeting. The hotel expense will be covered for one representative from each GUIRR member organization. *If your plans change, please cancel your room reservation; otherwise, you will be responsible for covering the cost of your unutilized room.*

THE MELROSE
2430 PENNSYLVANIA AVENUE, NW
WASHINGTON, DC 20037
1.800.635.7673
[CLICK HERE TO BOOK YOUR SLEEPING ROOM](#)

There are three ways to make a hotel reservation:

- **Online**. There is a dedicated reservation website link pre-populated with our rate code to reserve your room. Please use the link above.

Please Note: When using this method it will require you to use your credit card to secure the room.

- **Over the phone**. Contact Reservations at 1.800.635.7673 (The Melrose Hotel) and request the **1402NATION** rate during your stay dates.

Please Note: When using this method it will require you to use your credit card to secure the room.

Please refer to 1402NATION to obtain the preferred rate of \$184/plus tax per night.

ALL RESERVATIONS MUST BE MADE BY FRIDAY, JANUARY 31, 2014. THE ROOM BLOCK IS NOT GUARANTEED AFTER THIS DATE.

If you require assistance while making your hotel reservation, please contact **Claudette Baylor-Fleming** at cbaylor@nas.edu or 202-334-3994.

AIR TRAVEL

Please make your travel arrangements through **Kentlands Travel Agency**.

NOTE to GUIRR Member organizations: Your air reservation (economy class for one representative) will be charged to GUIRR's corporate credit card.

To make your air reservations through Kentlands, please call 301-948-2448 or 800-552-6425 and reference **Event Code: PGA140012**. After hours and emergency: 1-888-565-9174. **Foreign travel reservations must be made through our travel agency.**

!!VERY IMPORTANT AIR FARE NOTICE HIGHLIGHTED BELOW!!

Please contact lmostella@nas.edu in advance if your airfare will exceed \$500 or your hotel expenses will exceed the government-allowable per diem.

Members and Meeting Presenters will be responsible for any penalty fees incurred due to travel cancellation or for modifying a ticket after issuance. PLEASE NOTE: As of April 17, 2013, cancellation or modifying fees have increased to \$200.

REIMBURSEMENT

Reimbursement will be made after the meeting via a Travel Expense Report (TER). Laurena Mostella will provide you with a copy of the TER. **NAS's policy requires that all TER's must be submitted within 30 days from the end of travel.** Please submit report to lmostella@nas.edu .

TRANSPORTATION FROM AND TO THE AIRPORTS

Washington, DC is serviced by three airports. Washington Reagan National Airport (WAS) is the closest and most convenient. Other airports include Dulles International Airport (IAD) and Baltimore-Washington International Airport (BWI).

Rental cars are **NOT** reimbursable for meetings based in Washington, DC. Taxis and airport shuttles are available daily throughout the metropolitan area.

The closest Metro stop to the hotel and the meeting location (NAS Building) is "Foggy Bottom-GWU."

STAFF CONTACTS

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