

FAQs for the 2025 NPA Spring Policy Forum

Where is the forum being held?

The forum will be held in person at the Mayflower Hotel, Autograph Collection, 1127 Connecticut Ave NW, Washington, DC 20036.

Do I need a username and password to register for this event?

Attendees will use the username and password for their NPA Online account to register for the forum. (This is the same information used to log into the NPA website.) For assistance with your registration or payment, contact [Jessica Chan](#).

If you do not have an NPA Online account, you can create a free account by selecting Sign In in the top navigation bar of the NPA website. Select Create a New Account and complete the form. Select the name of your organization from the drop-down menu and use the email address associated with your NPA member organization to ensure timely account verification. Select Save at the bottom of the page. Most account requests are approved automatically. If your account needs to be verified by NPA, it may take one to two days to receive confirmation. For assistance in creating an NPA Online account, contact [Jessica Chan](#).

If you have an NPA Online account but forget your username or password, visit the NPA website and select Login in the top navigation bar. Then select Forgot Username or Forgot Password and follow the prompts to recover your lost account information. For assistance, contact [Jessica Chan](#).

My colleague wants to attend, too. Can I share my login and access with them?

Your NPA Online username and password are unique to you. Never share them with anyone else. To register someone else from your organization for the forum, click on the event registration tab and select Register Someone Else. Each individual attendee must have a unique registration for this event.

When does early-bird registration end?

Early-bird registration ends on Feb. 14.

I'm registered for the forum. What do I do now?

After registering for the conference, contact the [Mayflower Hotel, Autograph Collection](#) to make your hotel reservation. Reservations at the can be made [online](#) or by calling 202-347-3000. Mention the National PACE Association to receive the special discounted room rate of \$339 plus taxes. The deadline for hotel reservations is February 14, based on availability.

What is included in my forum registration?

The registration fee includes a Welcome Reception, two continental breakfasts, an Awards Luncheon and two breaks. Special meal requests also must be made in advance.

If I want to participate in the Capitol Hill Day, how do I schedule meetings with my Representative and Senators?

NPA is happy to schedule your meetings for you with your Senators and Representative. Alternatively, if you would like to schedule your own Congressional meetings, NPA will provide registered forum attendees with a meeting request email template, tips and other helpful materials in February. If you would like NPA to schedule your Hill meetings or otherwise need assistance, please contact [Jake Blumenstock](#), manager, Advocacy at your earliest convenience.

How do I get to Washington, DC?

The Mayflower Hotel is 4.3 miles from the Ronald Reagan Washington National Airport (DCA) and 28 miles from the Washington Dulles International Airport (IAD). The hotel can be accessed via the Washington DC Metro from the Farragut North station (Red Line) or the Farragut West station (Blue, Orange & Silver Line) from the Ronald Reagan Washington National Airport. To access Uber or Lyft, look for the green flags on the outside terminal curbs to locate the proper pickup points. To use a taxi from Terminal 1, proceed out the exit doors at baggage claim and turn right; the taxis are located on the curb closest to the terminal. Accessing a taxi from Terminal 2, proceed to the baggage claim lower level (level one), walk indoors to Doors 5 or 6, and then proceed outside to the terminal curbside. The taxi dispatch location is clearly marked. The cost of a taxi from the airport to the hotel is approximately \$15-20. Valet parking is available at the Mayflower Hotel for \$69 daily. Parking is subject to availability, and pricing may change. Nearby discounted parking can be also accessed through [spot hero](#).

What if I need to cancel my forum registration?

Refunds for registration fees, less a \$50 service fee, will be processed if written cancellation is received by [Jeff Olszewski](#) by March 10.

My question wasn't answered in these FAQs. How do I get help?

For assistance, please send your inquiry to the [NPA Education Team](#).