

#NSBE46 August 19-23, 2020	
Q	Will we be able to purchase interview booths for August if we were not able to for March?
A	Prior to the postponement, NSBE was near capacity for interview booths. The team will communicate additional opportunities as available.
Q	Will booth selections also roll over?
A	Yes, assignments are firm. Any modifications to the floor plan will be communicated.
Q	Is the fair on the August 20-21, 2020?
A	Yes, NSBE will host its Career Fair will be Thursday, August 20 -21, 2020.
Q	Will the conference schedule remain the same? We signed up for a hospitality suite and it was scheduled for Friday.
A	Yes, though the conference has been rescheduled for August, the agenda, times and locations will be the same pending partner and stakeholder confirmations. Any changes will be communicated accordingly.
Q	Will the interview booth assignments stay the same?
A	Pending partner and stakeholder confirmations, interview booths may be reassigned. It is our priority to keep all company booths together.
Q	Where will the conference be held?
A	#NSBE46 will be held at the Henry B. Gonzalez Convention Center located at 900 East Market Street, San Antonio, Texas.
Q	The conference was initially announced as August 19-23 but you've announced today it is August 19-22. Can you please clarify the conference schedule/end so we can change our hotels accordingly?
A	The NSBE Convention is scheduled August 19 - 23, 2020. For the schedule and other updates, please visit convention.nsbe.org.
Q	Is there the ability to separate the fairs and have two sperate ones for educational institutions and corporate companies?
A	The virtual fair will allow for us to separate by several different categories, we should be able to accommodate this request.
Q	When do we need to make a decision of if we can attend in August?

NSBE Partner FAQs

A	If possible, we ask that our partners make a decision by the end of April. We will work with partners who need more time on a case by case basis. We understand the situation is unpredictable and changes will continue to occur.
Q	Will the August convention schedule follow the same agenda as March? For instance, should we expect that our workshop would be held on the same day of the week and time as it was planned for March?
A	Yes, the agenda will remain the same. Some events and workshops may be cancelled if speakers or sponsoring companies are not able to participate. However, the intent is to have the same agenda and room assignments.
Q	Will the workshops take place as planned during convention in August or will there be an online option that is explored?
A	The first option is for in-person workshops, as scheduled. However, we could consider doing some virtual workshops as well!
Q	We had committed to a few aspects for the March conference, will there be opportunity to adjust our sponsorships if needed?
A	Aboslutely! Please complete the NSBE46 Next Steps survey and let us know if you would like to connect to review your current sponsorship.
Q	What will be the new payment deadlines for sponsorship items?
A	All payments should be submitted by July 31, 2020.
Q	What will be the deadline to cancel if we choose to do that?
A	We ask that our partners fill out the NSBE46 Next Steps survey by the end of April. We understand some partners will need some more time and we can work with them on a case by case basis.
Q	What is the deadline for a refund if we can not attend in Aug?
A	The final date is still being determined, but if you know your plans, please let us know as soon as possible.
Q	Since the new dates align with the beginning of some institution's fall classes, if an inst. is not able to attend in Aug. due to staffing, will registration be refunded or given the option to defer reg. to NSBE 2021?
A	Yes, partners will have the option to make a charitable donation, reallocate their funds or have them rollover to the NSBE47 Annual Convention.
Q	When will we know the number of registered students for the convention in August?
A	We will start to provide registrant numbers as we get closer to the convention date. We will have a better idea 30 - 45 days out and please note we will promote this convention more heavily since it is off-cycle for NSBE.
Q	If we paid for carpet and interview booth- this will be rolled over as well?

NSBE Partner FAQs

A	The Freeman exhibitor service team will be reaching out to exhibitors on the next steps. At this point all orders will be closed out for the cancelled March event. Exhibitors will need to place their orders for the August event again.
Cancellation Policy	
Q	How do I cancel my sponsorship and when is the deadline to do so?
A	We offer the options to cancel, reallocate or rollover your sponsorship dollars. Please respond to the NSBE46 Next Steps survey and the Fund Development team will follow up directly with you on how to move forward.
Q	When can we expect to receive the NSBE46 Next Steps survey?
A	The NSBE46 Next Steps survey was sent out following the conference call. We will be sending out reminders and ask that this form be completed by April 30, 2020.
Q	If we must cancel due to conflicts with the new date since it aligns with the arrival of fall classes and new student arrivals, what is the cancellation policy?
A	Partners will have the option to make a charitable donation, reallocate their sponsorship, have their sponsorship rollover to the NSBE47 convention or receive a refund. Please work directly with a member of the Fund Development team to discuss your plans.
Q	If we can't make the August date work, can we roll our sponsorship toward a March conference, and are the plans to go back to that annual cadence?
A	Yes, that can be done. We do intend to go back to our usual NSBE recruitment schedule as we have finalized contracts for the next few years ahead.
Virtual Recruitment	
Q	I was told that when we access the career center, the 3 month time begins. what if we only want to access resumes but not post yet? Is there a way to separate this? Also, to confirm, we now will have 6 months of job posting and 6 month access to the career center.
A	You can utilize your job posting credits without being concerned about an expiration date. The resume access does expire after three months. This new package will extend your resume access for another three months when you use the coupon code. You will be able to monitor your credits in your Career Center Employer Account.
Q	Will the job postings that were part of the sponsor package be rolled over past the July expiration date?
A	Yes, additionally, more information about how we can make the Career Center site a better resource for our partners will be coming out soon.
Q	Will we know what companies will attend NSBE46?
A	The companies participating are advertised on the NSBE Convention website and mobile app. This will also be the case for the August Annual Convention as we follow up with our partners to finalize their plans.
Q	Is access to the April career fair bundled with our sponsorship to the national conference in August?

NSBE Partner FAQs

A	Yes, the Virtual Career Fair is meant to be a supplement to your ongoing recruitment efforts through the Spring.
Q	Is there a set date? Or is this coming through on the Next Steps doc?
A	The date is still being negotiated, however, we expect the virtual career fair to occur during the week of April 20, 2020.
Q	Will the ad post dates be shared as well? there was originally a cadence for when ads would be posted?
A	Please reach out to Yvette Watson at ywatson@nsbe.org for marketing opportunities from eNews, social media, videos placement, etc .
Q	I saw an email from a company inviting the NSBE members to register for their hiring event and sign up for possible interviews. Is this something my company can also do?
A	Yes, please reach out to Yvette Watson at ywatson@nsbe.org for marketing opportunities from eNews, social media, videos placement, etc . However, we are asking our partners and exhibitors who host individual events to refrain from promoting those events in a manner that suggests the event is co-sponsored by NSBE. We want to support your efforts but we do not want to confuse our members.
Q	What are the dates of the 2 virtual career fairs and cost?
A	There will be one virtual career fair, though, it may span more than one day. Target dates will be during the week of April 20, 2020; no cost to previously registered partner organizations and exhibitors, cost to new registrants will be announced soon.
Q	Will there be virtual interviewing as part of the virtual career fair?
A	Yes, we are looking for a platform that will allow for virtual interviewing, marketing, follow up and similar benefits that you would receive on the Career Fair floor.
Q	About how many candidates are expected to participate in virtual career fair
A	We cannot estimate that at this time. However, more than half of the previously registered attendees expressed interest in a virtual career fair.
Q	If we want to host a virtual interviewing event do you have platform that we can use?
A	Yes, once we complete selection of the platform each partner organization will receive information about the platform and steps required to participate in the NSBE Virtual Career Fair.
Contingency Planning	
Q	What happens for conference if COVID-19 epidemic extends into August 2020?
A	We are monitoring the COVID-19 updates daily and will follow the recommendations from the Centers for Disease Control and Prevention (CDC) and the World Health Organization (WHO). As we get closer to August, NSBE will assess conditions nationally and in San Antonio and make the best decisions for participants. Even if the country has returned to a sense of normalcy, NSBE will likely impose protocols that limit direct contact [e.g. handshakes, close social contact, etc.] out of an abundance of caution.

NSBE Partner FAQs

Q	In next steps, can you please ensure that NSBE has proactively thought through (and shares) what a conference would look like incase large gatherings can proceed (but only with social distancing measures enacted) - such as limited # of folks per time in career fair; proactive guidelines around eliminating handshakes, etc. Hate for all this planning to proceed w/o NSBE already having thought through these precautions (or possible required adjustments)
A	Our plan will be informed by recommendations from the Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO) and best practices being observed by the hospitality industry. We will share the plan with all attendees, members and exhibitors, to ensure everyone is working in concert to create safe spaces. The safety of our members, partners and stakeholders is at the forefront of our decisions.
Q	What are the plans on if the social distancing continues? When will you all want confirmation and participation in the August Annual Convention?
A	At this time, we are putting all of our energy into planning for an in-person convention in August. We will evaluate trends and recommendations for large gatherings in mid-June and pick up the cadence of communication with each of you as we move closer to the planned dates. Of course, we ask you to keep us informed of any restrictions imposed by your organizations.
Q	If the country is still under restrictions, we the event be postponed again OR turned into a 100% virtual event?
A	We are looking into all possible options should the COVID-19 crisis carry through August. We will be reaching out to all partners as often as is necessary to provide updates.
Registration	
Q	How do we get registration receipts for the March conference? Many of our folks were registered but didn't get a receipt so they can't seek reimbursement for the charge
A	Please email or call our dedicated convention customer service department at nsbe46registration@conferencedirect.com or 844.827.0832.
Q	
A	All registrations will roll over. If you foresee any registrations needing to change, you can always edit them. Paid registrations will be repaid in full if cancelled before March 26, 2020.
Q	Is there a deadline to communicate cancellation registration to NSBE?
A	* March 26, 2020 - Deadline for 100% Refund * April 6, 2020 - Deadline for 75% Refund * April 16, 2020 - Deadline for 100% Refund Please submit your cancellation through the refund request form.
Housing	
Q	If we received a cancellation fee from our NSBE room reservation, will we be reimbursed?
A	Yes. The refund may take several weeks but it should be automatic. Please share any charges you received while speaking with your Fund Development team member about your future plans.
Q	When will we be able to reselect our hotel room block?
A	All hotel reservations have been cancelled. A notification will go out when it is time to rebook your housing room block.

NSBE Partner FAQs

Q	Does our rooming block roll over to the new dates
A	No, housing had been cancelled and refunded. You will want to secure your August housing when housing opens back up shortly.
Q	Will NSBE provide information on hotels since we will need to rebook. Will there be a 1st, 2nd & 3rd choice for location again...basically starting from scratch? And what is the deadline for this?
A	Yes, unfortunately all attendees will have to start from scratch for reserving. Deadlines and booking dates will be shared as soon as they are available.
Q	Will the hotel refunds go back to the cards that were charged \$150 from the hotel directly or will that work through NSBE?
A	The refunds will go back to the payment source.
Other	
Q	Will the Professional Development Conference (PDC) be cancelled or incorporated into the Annual Convention?
A	The 2020 PDC has been cancelled.
Q	What is the status for the Fall Regional Conference (FRCs) this fall?
A	The status of FRCs is still being considered, a team has been formed to decide the best way to accomplish the goals of the regions for members and employers. More information will be released as it becomes available.
Q	Is there an expectation that there will another National Conference in March 2021? Seems too soon after a August event. Have we considered shifting the cadence to a new Fall National Conference and maintaining this cadence so it aligns with traditional Fall Conference hiring for other major Diversity Conferences (SHPE, SASE, and SWE).
A	NSBE has contracted for its annual convention for the next few years, we will continue with the standard NSBE recruitment schedule for the immediate future.
Q	Are any of the actual conference costs going to be refunded or redistributed?
A	We will offer the options of refund, reallocation or deferring sponsorship to future NSBE events. NSBE Fund Development will work with all of our partners, individually, to find the solution. We are also asking you to consider tax-deductible charitable gifts to NSBE to help defray some of our costs in fiscal year 2020 [ends July 31, 2020.]