



PRESIDENT'S POSTDOCTORAL FELLOWSHIP PROGRAM



University
Partnerships
for Faculty
Diversity

PRESIDENT'S AND CHANCELLOR'S POSTDOCTORAL FELLOWSHIP PROGRAMS 2024 Academic Spring Retreat UCLA Lake Arrowhead Conference Center April 19-21, 2024

Travel and Lodging Information

All Participants:

- The program will cover the cost of meals and accommodations at the UCLA Lake Arrowhead Conference Center for two nights, **Friday, April 19** and **Saturday, April 20**. Check-in begins at 4:00 pm on Friday. The program ends at 2:00 p.m. on Sunday.
- Please be aware that when you register for the retreat, the program must guarantee your attendance 30 days in advance with the conference center.
- If you register and then do not attend, the program must pay the full amount for your room and board.
- Online Registration forms and more information are available on the fellowship program's website at: <https://ppfp.ucop.edu/info/fellowship-recipients/academic-retreat.html>

Instructions for Air Travelers (Northern California):

- All participants are responsible for arranging their own air travel. Please register and book your air travel reservations soon to make travel arrangements at the lowest possible fares. **Please note that we will arrive at Ontario International (ONT) Airport on April 19 and depart from Ontario Airport (ONT) on April 20.**
- All participants arriving by air are invited to use the free charter bus to the conference center provided by PFP. PFP will not reimburse rental cars or other individual shuttle transportation from the airport to the conference center. Shuttles will be scheduled for participants returning to Sacramento or San Francisco.
- All other expenses associated with air travel (i.e. airport parking and mileage to airport) will be reimbursed in accordance with the instructions for ground travelers below.

- Participants traveling at times other than the flight times listed on the online registration form are responsible for arranging their own ground transportation.

Instructions for Ground Travelers (Southern California):

- President's and Chancellor's Postdoctoral Fellows and Faculty Mentors: Ground travel expenses are covered by the fellows' research and travel grants. Supplemental funds have been transferred to the department for this purpose. Requests for reimbursement for travel should be submitted directly to the home department. Please carpool if possible to conserve your travel funds!
- Faculty Program Supporters and Advisory Committee Members: Travel expenses are covered by the program. Please return the Travel Expense Form, provided at the retreat along with original receipts to Program Assistant Jennifer Morales for reimbursement.
- Directions for driving to the Conference Center are available at: <https://lakearrowheadlodge.com/about/directions/>

Other Information:

- As in the past, we will make every effort to accommodate fellows and faculty with families at the Academic Retreat. However, this year space is extremely limited. If you have childcare needs related to your attendance at the retreat, please indicate on the registration form and Program Assistant Earnestine Harrison will contact you. Otherwise, we will not be able to accommodate partners/spouses/guests unless there is space available after all program participants register or due to last minute cancellations.
- Additional information about facilities, activities and weather at the Conference Center can be found at: <https://lakearrowheadlodge.com/>
- If you have any questions or require special accommodations for this event, please contact Portia Groce at 510-664-5190 or portiag@berkeley.edu, Earnestine Harrison at 510-664-5525 or earnestine.harrison@berkeley.edu or Jennifer Morales at 510-664-4709 or Jennifer.moralesf@berkeley.edu.