

2010 Policy Leadership Institute

Preparation Deadlines

September

Sept. 3rd

- All airline reservations need to be confirmed (*Social Work Scholars must have their arrangements by this date to receive full reimbursement*)
- Any changes to hotel arrival/departure dates need to be submitted to Julia at jmeashey@geron.org

For logistics e-mail containing travel details, see the July 13th e-mail under Archived E-mail Communications link on the Institute webpage.

Sept. 9th

- All research summaries and/or revisions to research summaries are due

For information on the research summaries, see the Orientation call notes under on the Institute webpage.

October

Oct. 1st

- Most if not all of your Hill appointments should be made by this date.
- Make sure to send your schedule to Julia Meashey at jmeashey@geron.org.

For information regarding the visits, see the letter from Brian on the Institute webpage.

November

Nov. 5th

- All Social Work Scholars must have their reimbursement requests submitted by this date

Forms should be sent to Julia Meashey at the following address:

**Julia Meashey, MA
Hartford Program Manager
The Gerontological Society of America
1220 L St., NW, Suite 901
Washington, DC 20005**