



NATIONAL HISPANIC INSTITUTE

— est. 1979 —

# Official 2024 Travel Guide for NHI Volunteers

*Issued by NHI Business Office*

**Purpose** - The purpose of this guide is to assist NHI volunteers with scheduling and purchasing travel for the upcoming summer programs.

**Staff In charge of helping you get there:**

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NATIONAL HISPANIC INSTITUTE

## 2024 GREAT DEBATE SUMMER TRAVEL INFORMATION

### TEXAS GREAT DEBATE (4-Day)

HQ Program Managers - Isabella Sada Nieto, [Isabella\\_Sada@nhimail.com](mailto:Isabella_Sada@nhimail.com) & Celeste Polanco, [Celeste\\_polanco@nhimail.com](mailto:Celeste_polanco@nhimail.com)

Early Team Arrival Date (Day)	Tuesday, June 4, 2024 at 3:00
Regular Team Arrival Date	Wednesday, June 5, 2024 at
Participants arrive:	Thursday, June 6, 2024 at 12:00
Departure for all staff:	Sunday, June 9, 2024 at 12:00
University Address:	<b>Austin College</b> 900 N. Grand Ave. Sherman, TX 75090
Recommended Airport:	No airport. Everyone drives/

### TEXAS STAR GREAT DEBATE (6-Day)

HQ Program Manager - Freddy Lozano, [Freddy\\_Lozano@nhimail.com](mailto:Freddy_Lozano@nhimail.com)

Early Team Arrival Date (Day)	Sunday, June 16, 2024 at 3:00
Regular Team Arrival Date	Monday, June 17, 2024 at 12:00
Participants arrive:	Tuesday, June 18, 2024 at 12:00
Departure for all staff:	Sunday, June 23, 2024 at 12:00
University Address:	<b>Our Lady of the Lake University</b> 411 SW 24th St San Antonio, TX 78207

Recommended Airport:	San Antonio International Airport (SAT) The airport is 20 minutes from campus. Coordinate with a driving staff member or other
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## MIDWEST GREAT DEBATE

HQ Program Managers - Julio Cotto, [Jcotto@nhimail.com](mailto:Jcotto@nhimail.com) & Rodrigo Rosales, [Rodrigo\\_rosales@nhimail.com](mailto:Rodrigo_rosales@nhimail.com)

Early Team Arrival Date (Day)	Sunday, June 30, 2024 at 3:00
Regular Team Arrival Date	Monday, July 1, 2024 at 12:00
Participants arrive:	Tuesday, July 2, 2024 at 12:00
Departure for all:	Sunday, July 7, 2024 at 12:00 PM
University Address:	<b>Augustana College</b> 639 38th Street Rock Island, Illinois 61201 Tentative Location: Westerlin Residence Hall
Recommended Airport:	Quad City International Airport (MLI) MLI (in Moline, Iowa) is 7 miles

## CALIFORNIA SOL GREAT DEBATE

HQ Program Manager - Celeste Polanco, [Celeste\\_Polanco@nhimail.com](mailto:Celeste_Polanco@nhimail.com)

Early Team Arrival Date (Day)	Sunday, July 7, 2024 at 3:00 PM
Regular Team Arrival Date	Monday, July 8, 2024 at 12:00
Participants arrive:	Tuesday, July 9, 2024 at 12:00
Departure for all staff:	Sunday, July 14, 2024 at 12:00
University Address:	<b>University of San Diego</b> <b>Alcala Apartments</b> 1506 Via Las Cumbres, San Diego, CA 92111

Recommended Airport:	San Diego International Airport (SAN) The airport is 25 minutes from the
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## NORTHEAST GREAT DEBATE

HQ Program Manager - Isabella Sada Nieto,

[Isabella\\_sada@nhimail.com](mailto:Isabella_sada@nhimail.com)

Early Team Arrival Date ( <b>Day</b> )	Wednesday, June 26, 2024 at
Regular Team Arrival Date	Thursday, June 27, 2024 at 12:00
Participants arrive:	Friday, June 28, 2024 at 12:00
Departure for all staff:	Wednesday, July 3, 2024 at 12:00
University Address:	<b>Saint Francis University</b> 117 Evergreen Drive Loretto, Pennsylvania 15940 Tentative Location: St. Elizabeth
Recommended Airport:	Pittsburgh International Airport (PIT) Amtrak serves Altoona/Johnstown Greyhound/Trailways serve Altoona/Johnstown. The campus is about 2 hours and 20 min from the airport. NHI will work with volunteers on transportation. Contact Reilly Garcia - <a href="mailto:volunteer@nhimail.com">volunteer@nhimail.com</a> with



**LORENZO DE ZAVALA**  
YOUTH LEGISLATIVE SESSION

## **2024 LDZ SUMMER TRAVEL INFORMATION**

**DIONISIO “DENNIS” CHAVEZ NEW MEXICO LDZ**  
HQ Program Manager - Gloria de Leon, [GDL@nhimail.com](mailto:GDL@nhimail.com)

Early Team Arrival Date (Day)	TBD
Regular Team Arrival Date	TBD
Participants arrive:	Sunday, June 9, 2024 at 9:00 AM
Departure for all staff:	Sunday, June 16, 2024 at 1:00
University Address:	<b>University of New Mexico Hokona Hall</b> Stanford Dr, Albuquerque, NM
Recommended Airport	Albuquerque International Airport (ABQ) Airport is 9.7 miles from UNM.

### **COLORADO LDZ**

HQ Program Manager - Freddy Lozano,  
[Freddy\\_Lozano@nhimail.com](mailto:Freddy_Lozano@nhimail.com)

Early Team Arrival Date (Day)	Friday, June 14, 2024 at 12:00
Regular Team Arrival Date	Saturday, June 15, 2023 at 12:00
Participants arrive:	Sunday, June 16, 2024 at 12:00
Departure for all staff:	Sunday, June 23, 2024 at 12:00

University Address:	<b>Colorado State University</b> 711 Oval Drive Fort Collins, CO 80521 Tentative Location: Edwards Hall
Recommended Airport:	Denver International Airport (DEN) The airport is a little over an hour from campus. Coordinate with a driving staff member or other

**AMERICAN LDZ**

**HQ Program Manager - Julio Cotto, [Jcotto@nhimail.com](mailto:Jcotto@nhimail.com)**

Early Team Arrival Date (Day)	Friday, July 5, 2024 at 12:00 PM
Regular Team Arrival Date	Saturday July 6, 2024 at 12:00
Participants arrive:	Sunday, July 7, 2024 at 12:00 PM
Departure for all staff:	Sunday, July 14, 2024 at 12:00
University Address:	<b>St. Mary's College of Maryland</b> 47645 College Drive St. Mary's City, MD, 20686 Tentative Location: Solomon's Kitchen at
Recommended Airport:	Baltimore/Washington Int'l Airport (BWI) *St. Mary's College is nearly 2 hours from BWI. NHI will provide additional details about volunteer transportation to St. Mary's City, Maryland. A location near the BWI airport will be designated as a meeting spot for group transportation to the LDZ on Day 0. Once volunteers fill out their

## TEXAS LDZ

HQ Program Manager - Isabella Sada Nieto,

[Isabella\\_Sada@nhimail.com](mailto:Isabella_Sada@nhimail.com)

Early Team Arrival Date ( <b>Day</b> )	July 19, 2024 at 1:00 PM
Regular Team Arrival Date	July 20, 2024 at 12:00 PM
Participants arrive:	July 21, 2024 at 12:00 PM
Departure for all staff:	July 28, 2024 at 12:00 PM
University Address:	<b>Concordia University Texas</b> <b>Building H: Student Housing</b> 11400 Concordia University Dr, Austin,
Recommended Airport:	Austin-Bergstrom International Airport (AUS) The airport is 35 minutes from campus. Coordinate with a driving staff member or other



COLLEGIATE WORLD SERIES  
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## 2024 CWS SUMMER TRAVEL INFORMATION

### Rocky Mountain CWS

HQ Program Manager - Freddy Lozano,  
[Freddy\\_Lozano@nhimail.com](mailto:Freddy_Lozano@nhimail.com)

Early Team Arrival Date (Day)	Saturday, June 22, 2024 at 12:00
Regular Team Arrival Date	Sunday, June 23, 2024 at 12:00
Participants arrive:	Monday, June 24, 2024 at 12:00
Departure for all staff:	Friday, June 28, 2024 at 12:00
University Address:	<b>University of Denver</b> 2199 S University Blvd Denver, CO 80208 DFRV Front Desk and DFRV - 4th Floor
Recommended Airport:	Denver International Airport (DEN) The airport is 30 minutes from campus. Coordinate with a driving staff member or other

### TEXAS CWS

HQ Program Manager - Nicole Nieto, [nnieto@nhimail.com](mailto:nnieto@nhimail.com) &  
Rodrigo Rosales, [Rodrigo\\_rosales@nhimail.com](mailto:Rodrigo_rosales@nhimail.com)

Early Team Arrival Date (Day)	Monday, July 22, 2024 at 12:00
Regular Team Arrival Date	Tuesday, July 23, 2024 at 12:00
Participants arrive:	Wednesday, July 24, 2024 at
Departure for all staff:	Sunday, July 28, 2024 at 12:00



University Address:	<b>University of St. Thomas</b> 3800 Montrose Blvd. Houston, TX 77006 Guinan Hall
Recommended Airport:	William P. Hobby Airport (HOU) George Bush Intercontinental (IAH) The HOU airport is 20 minutes from campus. Coordinate with a driving staff member or other volunteer. If not, Uber/Lyft

## Arrivals and Departures

Please refer to the tables above for the arrival date of your program. The universities open to NHI on what we refer to as **Day 0**. This is the day BEFORE all participants are scheduled to arrive for the program. This allows staff to check in early, get settled, and prepare for the arrival of the students. Some senior staff and key roles may check in **Day 00**, which is TWO DAYS BEFORE all participants arrive. Communicate with the Onsite Director if you want to explore this.

Everyone, INCLUDING staff and participants depart on the LAST day of the program. One of two exceptions is if a request is made for one extra night in advance. If this is the case, the best option would be for the staff to stay one more night at the university, in which case it will be arranged by NHI in advance of the start of the program. The only other exception would be under the direction of NHI HQ for matters related to safety, health, or major conference planning. Advise your Onsite Director. Onsite Directors will then relay information to NHI HQ assigned staff.

## Locate and Schedule a Flight

If you are a volunteer staff member, you are responsible for your own travel (book and purchase flights or car transportation costs). Consider using the following links to locate and schedule a flight:

- **Southwest Airlines (\*2 free bags)** <https://www.southwest.com/>
- **American Airlines** <https://www.aa.com/homePage.do>

- **United Airlines** <https://www.united.com/en/us/book-flight/united-reservations>
- **Frontier Airlines** <https://www.flyfrontier.com/>
- **JetBlue Airlines** <https://www.jetblue.com/flights>
- **Kayak** <https://www.kayak.com/flights>
- **Expedia** <https://www.expedia.com/Flights>

### **Purchasing Flights**

Booking flights sooner rather than later, will allow for better seating without paying a premium. It is your responsibility as a volunteer to get yourself to the campus. If you have to travel a long distance to the program, keep in mind that your travel plans should include transportation from the airport or train station to the campus. The Onsite Director can help provide you local transportation options. It is recommended that you also connect with your fellow volunteers and explore carpool options to campus.

NHI strongly recommends Southwest Airlines, as two bags can be checked without charge and there is greater flexibility to change flights, if needed. Other good options are choosing airlines where you may already have travel status which allows you to check in free bags, or get a discounted rate. Work to finalize your travel no later than one month prior. Historically, volunteers that have not finalized their flight, train, or travel plans one month or more prior to the program often end up dropping out or asking for a transfer to another assignment. Help avoid this by staying in regular communication with HQ and your Onsite Director.

## **Ground transportation**

**Note** for parking on campus - It is your responsibility to work with the Onsite Director to secure any campus-based parking passes for your vehicle *BEFORE* any fines may incur. The university often provides complimentary parking but this is not always the case and may affect your desire to drive and park your personal vehicle. Again, work with the Onsite Director to explore parking options.

NHI is not liable for damages that occur to private vehicles in your commute to and from the campus from your home. Furthermore, NHI is

not held responsible for damages that may occur to your private vehicle, including theft, vandalism, or damages, if you choose to run unauthorized errands or leave the campus for personal reasons. You must be authorized by the Onsite Director or Educational Directors to run errands on behalf of the organization, and we ask that you do not drive around minor-age children without approval from the Education Directors. Generally speaking, however, NHI will have a company car or rented vehicle available on site for such matters.

## **Important Flight Information**

**Arrivals and Departures** - Please make sure to refer to the tables at the beginning of this document for the arrival and departure dates of the program you are attending. **Most volunteers will begin to assemble and get ready for training at 12:00pm on Day 0, but arriving as early as 10am is encouraged.** In cases where more time may be needed (aka new program, first time to ever conduct a program, or past issues with getting access to people/boxes on weekends), we have given more time and are requesting that some staff arrive extra early to iron out issues #Fundamental11#Forecast&Anticipate. Lunch will not be provided. The first meal provided is dinner on Day 0.

**Zero Error Travel** - Be at the airport with time to spare, and check your airport security check-in times. Most U.S. airports are now recommending a minimum of 2 hours prior to departure. Be sure to arrive at the departure gate with your boarding pass at least 15 minutes before your scheduled departure time. Otherwise, your reserved space may be canceled and you won't be eligible for denied boarding compensation. Review the airline's No-show policy. Your reservation may be canceled if you do not arrive by the designated time prior to the scheduled departure of your flight. Of course we know emergencies and unexpected circumstances can arise but we encourage you to plan so you do not contribute to unintended consequences such as having fewer staff, reassignment of duties, and potentially increased costs. You might speak with your family and find out that you have some coupons, perks, or other travel advantages such as having access to services like CLEAR, TSA Pre Check, shared ride discounts, or other benefits.

**\*New** - Download apps for the airline you will fly to get updates. Recently, we have heard of cases where airlines will tell you they are delaying a flight, but due to a change, they are able to depart sooner

than the new delayed time. People who leave the gate area and don't have notifications set up can find themselves left behind!

## **Other Alerts**

Please ensure that you conduct seat selections in advance. Download your airline's application so you can quickly check for flight departure delays, gate changes, weather, or other issues that could affect your trip.

Please make sure that you collect all items after going through airport security. NHI cannot be held responsible if you lose phones, computers, luggage, wallets, or other valuables coming to or leaving an NHI program.

Eat a meal before arriving! Make sure to bring snacks and eat before arriving on campus on your arrival day. The first meal that is made available to volunteers is dinner on Day 0.

## **Animals and Guests**

Animals will not be allowed at the programs. All visitors will be asked to check in to NHI's information desk and only when in adherence to NHI's safety standards, and no guest will be allowed to stay on campus, unless previously approved.

## **CONTACT**

Who to contact and send information to: [volunteer@nhimail.com](mailto:volunteer@nhimail.com) or call 512-357-6137 M-F, 9:00am-12:00pm; 1:30pm-5:00pm CDT.