



CEJA and CEJA Action's Spring Lobby Day 2026 Participant Packet

Participant Agenda

Day 1: Monday, May 11, 2026		
Time	**Activity**	**Location**
3:00 - 3:30PM	Welcome and Intros ● Arrive and store bags before 3pm	Embassy Suites: 100 Capitol Mall, Sacramento, CA 95814 Room: Tower Bridge A
3:30 - 5:00PM	Lobby Day Practice ● Mock visits and practice in teams	
5:00 - 6:20PM	Break / Social Hour	
6:20 - 7:00PM	Walk to Capitol Steps + Group Photos at 6:45PM	Capitol West Steps
7:00 - 8:30PM	Community Dinner ● Check into rooms and move bags afterward	La Cosecha: 917 9th St, Sacramento, CA 95814
Day 2: Tuesday, May 12, 2026		
Time	**Activity**	**Location**
6:30 - 9:30AM	Free Hotel Breakfast Available ● Tower Bridge A will be open for teams to have breakfast together	Embassy Suites: 100 Capitol Mall, Sacramento, CA 95814 Room: Tower Bridge A
9:30 - 10:00AM	Morning Announcements ● Check out + store bags before 9:30am	
10:00 - 11:00AM	Walk to Swing Space and Security Check-In	Via Capitol Mall
11:00 AM - 3:00PM	Lobby Visits (see meeting schedule) ● Boxed lunches will be located on 4th floor ● Please eat during breaks in between visits	Swing Space: 1021 O St.
3:00 - 3:30PM	Walk Back to Embassy Suites	Via Capitol Mall
3:30 - 5:00PM	Debrief & Evaluation ● Group harvest report back ● Complete evaluation survey ● Closing circle	Embassy Suites: 100 Capitol Mall, Sacramento, CA 95814 Room: Tower Bridge A
5:00PM	Pick Up Bags + Travel Home	

Last updated: 4/28/26

Teams and Meeting Schedule

Find your team and meeting schedule in this spreadsheet.

A few notes:

- We'll have a QR code to this spreadsheet at Spring Lobby Day so you can access it from your mobile device
- We're still scheduling meetings and aim to have at least 3 meetings per team. We're making good progress thanks to Ravahan and Leonela on CEJA staff!
- For Congreso, we'll only share the teams and schedule spreadsheet with Team Leads and with not all participants.
- The cells on the schedule have the following format:
    - Name of Legislative Office (ex. Asm. Ward or Sen. Blakespear)
    - Suite Number (first number is the floor that the office is on)
    - Role and Name of staffer that your team is meeting with (a few visits are with the actual legislator)

Talking Points

Find talking points on our priority bills:

- SB 1259 (Blakespear)
- AB 1813 (Ward)
- AB 2170 (Boerner)

Prep Meeting Slides

Find the prep slides here.

Lobby Visit Report Back Form

Record notes from your lobby visits in the Lobby Visit Report Back Form.

Feedback Form

Provide feedback to CEJA Staff about Spring Lobby Day in the Feedback Form.

Frequently Asked Questions (FAQs)

For any additional questions not listed below, please contact Tyler Valdes at tyler@ceja.org or (617) 736-5582.

Click on the questions below to find the answer:

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Last updated: 4/28/26

Background

What is the purpose of Spring Lobby Day?

The purpose of CEJA's Spring Lobby Day is to advance the legislative strategies of each of CEJA's priority campaigns by bringing members to Sacramento to advocate and build relationships with offices and prepare alliance members to be team leads for Congreso.

Where will Spring Lobby Day take place?

Most activities for Spring Lobby Day will take place at the Embassy Suites (100 Capitol Mall, Sacramento, CA 95814) and the Capitol Annex Swing Spaces. Please refer to the Participant Agenda for the full schedule of events and corresponding locations.

When does Spring Lobby Day take place?

Participants are expected to join all the events and should arrive by 3PM Monday, May 11th and depart after 5PM Tuesday May 12th. Please refer to the Participant Agenda for the full schedule of events.

Registration

How do I register for Spring Lobby Day?

Each participant must individually register for Spring Lobby Day using the registration form by 5pm on Friday, April 17.

How many people can each member organization bring?

Up to 3 people. It is up to each organization's discretion for how many people they send to Spring Lobby Day between 1 to 3.

Who can participate?

Alliance members are welcome to participate in Spring Lobby Day. Primarily staff of member and partner organizations participate as they are expected to also attend Congreso as Team

Leads. If you would like to send a community member or resident, please send your request to Tyler at tyler@ceja.org. We ask that community members are accompanied by at least 1 other staffperson and can commit to attending Congreso as a Team Lead. Please keep in mind that Spring Lobby Day activities are conducted only in English due to budget and capacity constraints. We will have interpretation available at Congreso.

I missed the registration deadline! Can I still sign up and attend Spring Lobby Day?

Please reach out to Tyler at tyler@ceja.org with your request to have staff or community members added to the waitlist. We will notify you if we have available space and whether or not you will be provided a hotel room, meals, and/or travel stipend. Please note that multiple factors beyond costs and lodging determine the deadline and it is critical to get registered in time as CEJA staff begin to move forward on multiple projects with the registration list and headcount after the deadline.

What happens if someone needs to cancel their registration?

Please notify Tyler at tyler@ceja.org as soon as possible. You may replace their registration with another staff or community member from your organization OR release your spot to people on the waitlist.

Agenda/Schedule

What is happening at Spring Lobby Day? What is the agenda?

Practice session, community meals, networking, group photo at the Capitol, and lobby visits. Please see our participant agenda for details.

Travel

How do we book travel to Spring Lobby Day?

Alliance members are responsible for planning and booking their own travel. Please arrive at the Embassy Suites by 3:00pm Monday, May 11th and plan to depart on Tuesday, May 12th, after 5:00pm. Please make your flight and other travel arrangements ASAP to ensure the lowest

prices available and coverage of all costs by CEJA's Travel Stipend. CEJA will NOT cover travel costs beyond the Travel Stipend provided.

Will CEJA provide travel stipends?

Yes, CEJA is providing travel stipends as a benefit to members to help offset their travel costs. In order to receive the travel stipend, participants must register for the event by 5pm on Friday, April 17, 2026.

How will I receive my stipend?

The stipend will be paid to each member/partner organization (not to the individual), based on the number of participants, main office location of organization, and primary mode of transportation. It will be the responsibility of each member organization to distribute the travel stipends to participants in their contingent. Stipends will be sent out before Spring Lobby Day.

80% of the travel stipend will be disbursed before the event, and the balance will be disbursed after the event and upon reconciliation of confirmed participants and cancellations/changes. CEJA requires reimbursement for any changes/cancellations resulting in a greater amount than the balance. Any expenses incurred exceeding the stated amount are not eligible for reimbursement.

How much is the travel stipend?

The amount for each travel stipend varies by the region that organizations are traveling from. The cost of traveling to Sacramento (flights, parking, gas, etc.), as well as the cost of lunch on May 11th and dinner on May 12th have been factored into each stipend amount. The hotel room and hotel parking will be directly billed to CEJA. *CEJA will NOT cover travel costs beyond the Travel Stipend provided.*

- **For Southern California organizations**, whose members will need to fly to Sacramento, the travel costs for each participating member will be provided for with a stipend of $375.
- **For Northern California organizations**, whose members will take ground transportation to Sacramento, the travel costs for each member will be provided for with a stipend of $200.

- **For Central Valley and Central Coast organizations**, whose members will take ground transportation and/or fly to Sacramento, the travel costs for each member will be provided for with a stipend of $425.

How do participants get from the airport to Spring Lobby Day in downtown Sacramento?

CEJA is not providing a shuttle service to and from the airport. We recommend participants traveling by plane to take the SacRT's Route 142 Airport Express bus. Find more information about the bus line on the Sacramento Regional Transit website. The Travel Stipend provided by CEJA is intended to offset ground transportation costs.

What is parking like for Spring Lobby Day?

If you are staying overnight at the hotel, CEJA will cover parking valet that is offered by Embassy Suites. If you are not planning to stay at the hotel and will be driving in, the cost of parking in a nearby garage will be covered by the travel stipend CEJA provides for your participation. Please see the list below for nearby parking locations for Spring Lobby Day.

- Tower Bridge Garage: 1289 Front St
- Sacramento Downtown: 3rd St & K St
- Capitol Garage: 1125 10th St.
- City Hall Garage: 948 10th St.

Meals

What meals are covered by CEJA?

CEJA will cover certain meals that will be provided during the event. Other meals are offset through the travel stipend provided by CEJA. Please see details below.

Monday, May 11th

- Lunch - offset by CEJA in the travel stipend, members should arrange their own lunch plans before arriving to Sacramento
- Dinner - provided during event, covered by CEJA

Tuesday, May 12th

- Breakfast - provided during event, covered by CEJA
- Lunch - provided during event, covered by CEJA
- Dinner - offset by CEJA in the travel stipend, members should arrange their own dinner plans after leaving Sacramento

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Lodging

Which hotel are we staying at? When are the check-in and check-out times?

Lodging will be provided at the Embassy Suites in Downtown Sacramento located at 100 Capitol Mall, Sacramento, CA 95814.

- Check in will be 3PM on Monday May 11. Participants will be able to drop off luggage before 3PM to be held by the hotel until checking in after dinner around 8PM.
- Check out will be at 11AM on Tuesday May 12.
    - You will need to check out of your room before the program starts on Tuesday morning (approx. 8 AM). Bag storage will be available at the front desk; please retrieve your bags after the reception that evening.
- Adults must have a valid ID ready. All rooms require a payment method to be provided for a security deposit that will be returned upon check-out.

How many rooms is CEJA covering for each organization?

Members of the Alliance usually receive a lodging benefit (determined by budgetary constraints) to facilitate participation in CEJA and CEJA Action events. For Spring Lobby Day 2026, CEJA will be able to provide up to one (1) room per org so please keep this in mind as you select your participants. Each room has two (2) queen beds in a bedroom and a separate living room with a sofa bed. See what a room looks like in this video.

It is up to each organization's discretion for whether or not to share the 1 room covered by CEJA. Member organizations can reserve additional rooms at their own expense if more than 1 room is required for their participants. Organizations that need to book additional rooms should do so on their own. While the Embassy Suites is the primary meeting location, members are

welcome to book additional rooms at nearby hotels that may offer more affordable rates. Other nearby hotel options include:

- Holiday Inn - 300 J St, Sacramento, CA 95814
- Delta King Hotel - 1000 Front St, Sacramento, CA 95814
- Union Hotel - 1028 2nd St, Sacramento, CA 95814
- Vagabond Inn Executive - 909 3rd St, Sacramento, CA 95814
- Hyatt Centric - 1122 7th St, Sacramento, CA 95814

Who should we contact if we have issues checking in?

Contact Tyler Valdes at (619) 736-5582.

Healthy, Safety, and Packing List

What will the weather be like on Spring Lobby Day?

May is a beautiful time of year here in Sacramento, weather can be in the mid-70s to the low-80s. Here is the anticipated weather for May 2026.

What should I bring? How should I pack?

- Valid ID for checking into hotel (and for 21+ participants to order alcoholic beverages during the Embassy Suite's complimentary happy hour for guests)
- Sun protection: hat, sun glasses, sunblock
- Reusable water bottle
- Personal hand fan
- Light clothing. Dress code is business casual, we will be doing a bit of walking so please bring comfortable walking shoes for the actual lobby day
- CEJA Action shirt
- Portable battery for recharging your phone during a long day!
- Comfortable walking shoes
- A personal first aid kit and any medical prescriptions, as needed
    - Allergy medication - Sacramento has a lot of trees and pollen!
- A positive attitude :)

What if I lose something during Spring Lobby Day?

CEJA is not responsible for lost, stolen, or damaged items during Spring Lobby Day. If we find items after the event, we may hold onto them in a lost and found for participants to retrieve in Sacramento. Contact Leonela Leon (Leonela@ceja.org) for lost items.

What COVID-19 safety or health protocols are there for Spring Lobby Day?

In adherence to our commitment to the safety and well-being of all participants, our COVID-19 safety protocol recommends that everyone attending take a COVID-19 test before their travel.

Additionally, masks are recommend during travel in public spaces such as airports or train stations. Masks and hand sanitizers will be available to ensure a secure and comfortable event for everyone. We will have a limited supply of COVID-19 tests upon request.

Should you test positive for COVID-19 before or during the event, please refrain from joining us in person and contact Tyler at tyler@ceja.org. Your cooperation in following these guidelines is essential to creating a safe and enjoyable event for everyone.

Accessibility

What language services/interpretation will be provided?

Unfortunately, we are unable to provide language services and interpretation at Spring Lobby Day due to budget and capacity constraints. CEJA will provide language interpretation services at Congreso in August.

What mobility accommodations will be provided?

Unfortunately, we are unable to provide mobility accommodations at Spring Lobby Day due to budget and capacity constraints. CEJA will provide shuttle services at Congreso in August.

Is Spring Lobby Day a hybrid event? Can I join virtually?

Spring Lobby Day is a fully in-person event with no virtual options.