



**Academy of Program, Project & Engineering Leadership  
Masters Forum #16  
Preliminary Logistical Information Sheet**

**Program Location: *Lansdowne Resort***

**44050 Woodridge Parkway  
Lansdowne, VA 20176**

[www.lansdowneresort.com](http://www.lansdowneresort.com)

*Tel. 703-729-4026*

- Forum Dates:** **Dinner, April 21 Through Thursday noon April 24, 2008**
- General Information:** This is a NASA Headquarters-sponsored program through the Office of the Chief Engineer and covers lodging, meals, and materials. Your Installation is responsible for travel to and from the site and any incidental expenses you incur.
- Lodging/Meals:** Lodging will be provided at the Resort in Lansdowne, Virginia. A room will be reserved in each participant's name based on the information they provide in the enclosed registration materials. All meals will be served at the Lansdowne Resort. Tips and gratuities are included.
- Important Dates:** **Participant nominations and speaker suggestions** including contact information, due **Fri. February 29, 2008**. Please submit nominations to APPEL Knowledge Sharing Manager Rosie Robinson at [rosie.robinson@asrcms.com](mailto:rosie.robinson@asrcms.com)
- Participant registration Form** due **Wed. March 12, 2008** to APPEL logistics coordinator Faith Rahman at [frahman@rji\\_inc.com](mailto:frahman@rji_inc.com) or fax to 703-820-4906.
- Dress Code:** Professional casual dress.
- Nearby Airports:** **Dulles International in Virginia; Reagan National in DC.**
- Transportation:** Rental cars are available at the airport and should be reserved in advance by the participant. The Academy will provide public transportation to all off-site activities during the forum.

The Academy for Program/Project & Engineering Leadership (APPEL)

[Http://appel.nasa.gov](http://appel.nasa.gov)

Click on Knowledge Sharing and then Conferences & Forums  
to see videos and read testimonials from past Masters Forums