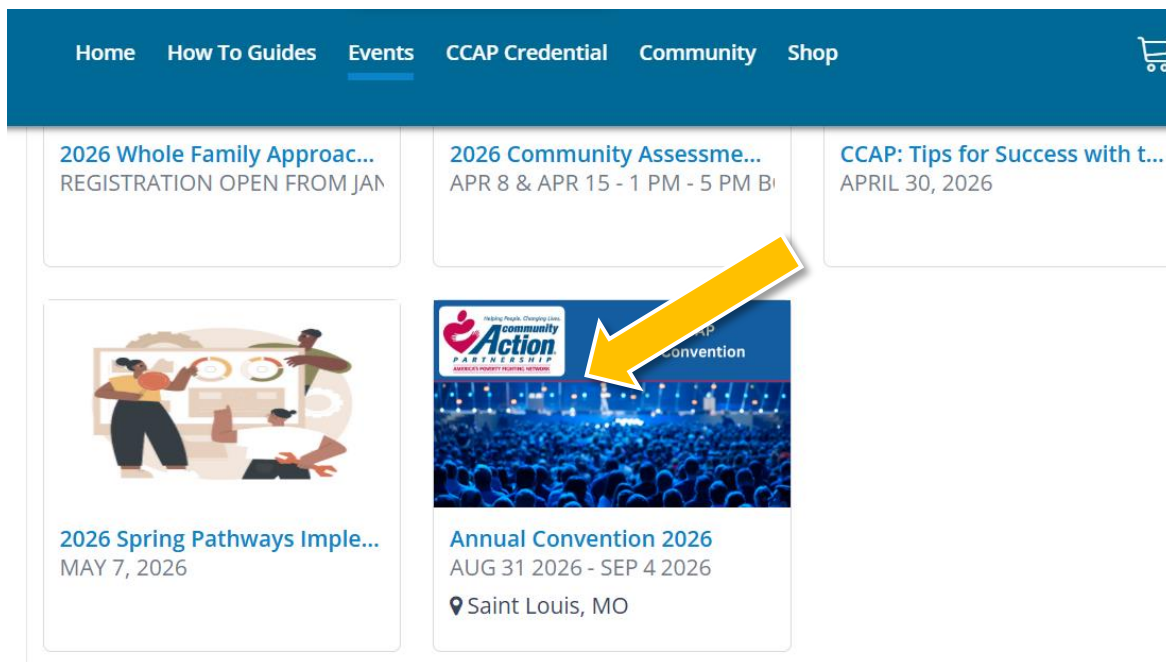


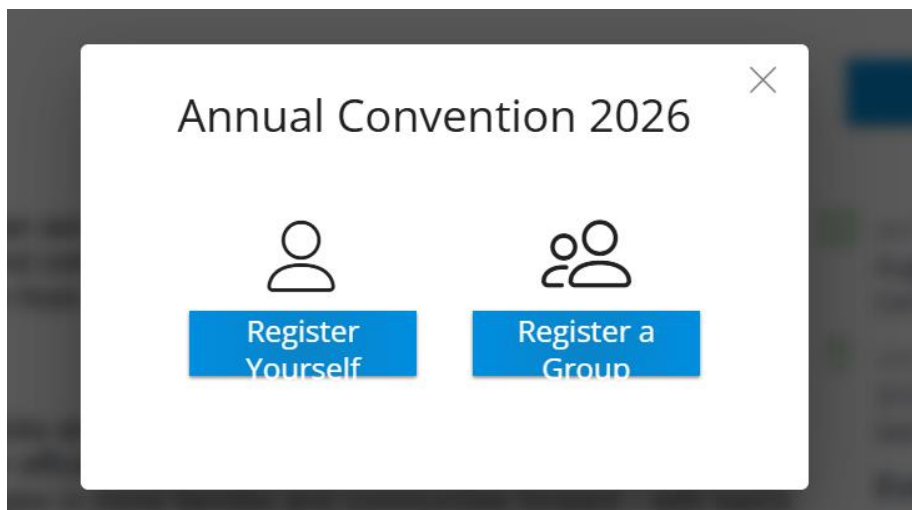
# NCAP EVENT REGISTRATION GUIDE

**Step 1:** Log into your NCAP Member Portal

**Step 2:** Click the “Events” Tab, select **Annual Convention 2026** and then click “Register”.



**Step 3:** Select “Register Yourself” or select “Register a Group” to register multiple team members or on behalf of someone else.



If you are registering a group or on behalf of someone else, **select from the list of individuals** tied to your organization **or** **add a new contact**. Then click “Next”.

**Only create a new contact when the staff member is not listed**

**Select from the list of staff tied to your agency**

**Add New Contact**

Email Address\*

Last Name\*

First Name\*

Role\*

Register New Contact

	Early Bird Pricing Ends Jun 11, 2026 @ 10:59 PM CST	Standard Pricing Ends Jul 30, 2026 @ 10:59 PM CST	Late Registration Ends Aug 21, 2026 @ 10:59 PM CST	
Member Registration	\$840.00	\$1,005.00	\$1,170.00	Selected



**IMPORTANT:** If you are seeing only “Non-Member” ticket pricing options and you believe your agency is a 2026 member or is interested in becoming one, please email [membership@communityactionpartnership.com](mailto:membership@communityactionpartnership.com) for assistance **BEFORE** completing your event registration.

**Step 5:** Complete the required registration questions *and* click the check box after you have reviewed the **Event Code of Conduct**.

< Package Selection
**Registration Questions**
Select Sessions
Session Questions
Add-Ons

### Registration Questions

Please verify and complete the following questions to help us prepare this event for you.

How should the attendee's first name appear on their badge? \*

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How should the attendee's last name appear on their badge? \*

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What is the attendee's title? \*

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What is the attendee's email? \*

Do you have any accessibility needs? Please describe

Do you have any dietary restrictions?

Is this your first NCAP Annual Convention? \*

Will you be attending the gala? \*



**IMPORTANT:** You will not be able to select “Next” unless you have **completed all the required fields** and clicked the check box.

**Step 6:** Add any Pre-Convention or special session tickets if the individual(s) would like to attend/are qualified to attend (ex. *CCAP Event*).

Registration Questions      **Select Sessions**      Session Questions      Add-Ons

Search Sessions

### Attendee Sessions

**CCAP Center Stage**  
**CCAP Center Stage**  
**12:00- 3:00 pm**

Open specifically and only to individuals with a current Certified Community Action Professional (CCAP) credential. Lunch will be served. Join NCAP's CCAP Commission and your fellow CCAPs for an afternoon of training, special recognitions, program updates, and networking. Learn from the 2026 inductees into the Lois J. Carson Library of Excellence and celebrate CCAPs renewing their certification in 2026. Weigh in on issues under consideration by the CCAP Commission and hear first-hand from CCAP Commissioners updated from the CCAP Program. This is the “don't miss” CCAP event of the year!

**Step 7:** Review your selections.

**Your Selections** [Edit](#)

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Annual Convention 2026 **\$840.00**  
 Aug 31 - Sep 4 2026 [Details](#)

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Subtotal: **\$840.00**

**Step 8:** Check out. Select **Pay Immediately** to pay with credit card or **Pay Later** to with a check payment.

Checkout

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*NCAP memberships are non-refundable.*

Payment method:

New Payment Method

Pay Later

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Add a Discount or Promotional Code

Enter Code

**Summary:**

Product Name	Price/Qty	Total Price
Annual Convention 2026 - Member Registration	\$840.00 x 1	\$840.00
Tax:		\$0.00
<b>Total:</b>		<b>\$840.00</b>
<b>Total Due Now:</b>		<b>\$840.00</b>

I authorize Community Action Partnership to charge the account selected for the amount shown above.



**IMPORTANT:** Your confirmation email is your invoice. Confirmation emails will only be sent to the email address(s) used to register.

## THANK YOU FOR REGISTERING

**Questions? Technical Assistance Needed?**

Contact [registration@communityactionpartnership.com](mailto:registration@communityactionpartnership.com)  
 or (202) 265-7546.