



14 March 2020

Dear Friends of NAJA:

On Friday March 13, 2020, President Trump declared a National State of Emergency as a result of health concerns associated with the Coronavirus. Earlier the Mayor of San Francisco encouraged the cancellation of all large gatherings in the city. Federal and State health agencies are encouraging social distancing, advising against close personal interaction and discouraging travel. Federal agencies and other businesses are encouraging staff to work from home, schools are being closed and churches are cancelling services.

In an abundance of caution as well as concern for the wellbeing of our patrons and supporters, NAJA has decided it is best to cancel our 37<sup>th</sup> Annual Conference scheduled for the week of March 30<sup>th</sup> in San Francisco. We are in the process of rescheduling with the Mark Hopkins Intercontinental hotel for a future date, perhaps around the same time next year.

Since you each made hotel reservations individually, you will each need to cancel those hotel reservations. Pre-paid conference registration fees will be refunded within the next few weeks using the same method by which the fees were paid. Thank you for your continuing support.

Sincerely,

Edward J. Donahue, Jr.  
President & CEO  
National Association of  
Job Training Assistance