

Dear _____

I would like to attend the IT Solutions Management (ISM) + Public Human Services Attorneys (PHSA) Education Conference & Expo on October 6-9, 2024, at the Gaylord Rockies Resort & Convention Center, in Aurora, CO. The theme of the conference and expo is *Beyond the Horizon: The Future of Innovation & Compliance in Human Services*.

The ISM + PHSA Conference & Expo is the largest educational event produced by the American Public Human Services Association (APHSA). It attracts individuals in federal, state, and local government at all levels (Executive Offices [e.g., CEO, CTO, CDO, CIO, Attorney Generals, General Counsel, Attorneys in Child Welfare, Medicaid, and other programmatic areas of law, etc.]; Program and Project Directors and Managers [e.g., SNAP, TANF, Child Care, Child Support, Medicaid, etc.]; academia, research, and community-based organizations executives, and consultants who are aligned with the human services sector); along with private sector sponsors, many of whom are members of the Human Services IT Advisory Group (HSITAG) who present their solutions in the Expo Hall.

This brings together two crucial mission-support areas of human services—technology and legal. With the addition of PHSA members (General Counsel, attorneys in specialized areas like Child Welfare, Medicaid, SNAP, TANF, Mental Health, American Bar members, private attorneys practicing areas related to human services, etc.), this conference will bring both the legal voice to conversations in sessions as well as attract additional agency staff who work in legal and technical support of their organizations. The ISM + PHSA Education Conference & Expo will also provide attorneys with the opportunity to attend a series of presentations and breakout sessions focusing on legal policies and practices that enhance the delivery and quality of human services programs—and earn continuing legal education credits! Topics include Medicaid, Child Welfare, Federal funding, justice and court involvement, cyber/data security, and more.

I have reviewed the agenda and feel the return on investment would be a major benefit as the event aligns to the priorities of our department and agency. It is a very worthwhile investment given the level of education and networking provided.

Over the course of the conference, I'll have access to:

- Education topics in the human services field as it relates to my role in the agency,
- The opportunity to earn Continuing Legal Education (CLE) credits to maintain my license (applicable to attorneys who attend approved legal sessions),
- The opportunity to earn Continuing Education Units (CEU) credits towards my certifications keeps me at the forefront of trends in project management, technology, etc.
- Presentations covering the latest trends and top-of-mind questions from human services experts and federal government leaders, and,
- Multiple opportunities to network with peers where I can exchange ideas with other leaders who have the same role or challenges.

I am seeking approval for the registration fee and travel expenditures. The full conference registration is \$815 for APHSA members / \$870 for non-members per person. Early registration ends and the hotel block closes on **September 10, 2024**.

The Government room rate is \$198 (and space is limited for government rooms) and the Standard group rate is \$269, plus taxes (currently at 12.75%). There is a resort fee of \$28 plus tax, per night.

Below is an estimated breakdown of the investment for me to attend the conference:

Conference Registration	\$815
Hotel for 3 nights	\$594
Airfare/Mileage	\$700
Per Diem	\$603
Total	\$2,712

**Conference registration includes breakfast each day, two lunches, and at minimum one networking reception.*

** Per Diem estimated based on GSA Per Diem Rate for Aurora, CO September 2024: \$201 * 3 days*

APHSA remains committed to the safety and well-being of attendees at their in-person events as their top priority. They strongly encourage all who attend APHSA events to be up to date on their COVID-19 vaccinations, as defined by the CDC and monitor their well-being at the time of the meeting. Masks are welcome but not required. This policy can change based on local jurisdiction protocols.

I will see what others are implementing in human services training that is new, innovative, cost-effective, and engaging. I will participate in interactive sessions where I will learn exciting new ways to facilitate and train employees at our job sites. I will also hear from national leaders regarding what they are doing to take human services workforce development to the next level so we can do the same. I will hear the trends and directions that are emerging nationally to ensure we have organizational alignment across our agency.

The ISM + PHSA Education Conference & Expo provides an unparalleled opportunity for me to improve my skills. The registration also grants me access to ongoing webinars, informative articles in APHSA's *Policy & Practice* magazine and a wide range of workforce development resources!

I will return engaged, energized, and enthusiastic to implement all the exciting learning that I have taken in over these four content-packed days!

I would love to discuss the particulars of the event, the potential return on investment and answer any questions that you have. Thank you in advance for considering my request.

Sincerely,

