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Association of Administrators of the Interstate Compact on the Placement of Children (AAICPC)

American Association of SNAP Directors (AASD)

IT Solutions Management for Human Services (ISM)

National Association of Public Child Welfare Administrators (NAPCWA)

National Association for Program Information and Performance Measurement (NAPIPM)

National Association of State Child Care Administrators (NASCCA)

National Association of State TANF Administrators (NASTA)

National Staff Development and Training Association (NSDTA)

Public Human Services Attorneys (PHSA)

Dear \_\_\_\_\_

I would like to attend the American Public Human Services Association (APHSA) National Staff Development and Training Association (NSDTA) Annual Education Conference on October 22-25, 2023 at the Sheraton Pittsburgh Hotel at Station Square in Pittsburgh, PA.

NSDTA are the workforce development experts for human services nationwide. This annual conference provides incomparable opportunities to meet, learn from and network with other human services experts. The content is focused on implementing innovative training, curriculum development, organizational effectiveness, and staff development solutions. There are top-class keynote speakers, numerous breakout sessions and several learning "tracks" for specific job groups, including:

- Curriculum Development & Facilitation
- Advancing Equity, Diversity, & Inclusion
- Workforce Development & Planning
- Organizational Development
- Evaluation/Research
- Human Services Leadership

Conference participants represent all areas of human services like: Children’s Services; Public Assistance; Child Support; Adult Protective Services; Higher Education; and State/County and Local Agencies.

I am seeking approval for the registration fee and travel expenditures. The full conference registration is \$775 for APHSA members / \$850 for non-members per person. Early registration ends on September 22, 2023. The conference hotel block closes on September 28, 2023. The Government room rate is \$124 and the Standard group rate is \$185, plus taxes (currently at 14%), per night for Sunday, Monday, Tuesday, and Wednesday.

Below is a complete breakdown of the estimated conference costs:

Area	Fee
Conference Registration	\$
Airfare	\$
Transportation	\$
Hotel	\$
Meals	\$
Estimated Total	\$

*\*Conference registration includes breakfast each day, an awards luncheon, and a networking reception.*

*American Public Human Services Association advances the well-being of all people by influencing modern approaches to sound policy, building the capacity of public agencies to enable healthy families and communities, and connecting leaders to accelerate learning and generate practical solutions together.*

**INFLUENCE. BUILD. CONNECT.**

APHSAs 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 NSDTA Annual Conference provides an unparalleled opportunity for me to upskill. 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,

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