



American Association of Health and Human Services Attorneys (AAHSA)

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)

Dear \_\_\_\_\_

I would like to attend the American Public Human Services Association (APHSA) National Staff Development and Training Association (NSDTA) Conference on October 16-19, 2022 at the Doubletree by Hilton, Spokane, WA.

NSDTA are the workforce development experts for health and human services nationwide. This annual conference provides incomparable opportunity to meet, learn from and network with other health & 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 \$700 for APHSA members / \$750 for non-members per person. Early registration ends on September 16, 2022. The conference hotel block closes on September 23, 2022, and the room rate is \$114 for the Government Rate and \$159 for the General Public Rate, plus taxes, per night. There is also a Tourism Promotion and Assessment fee of \$2 per room, per night.

Below is a complete breakdown of the estimate 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.*

APHSA has put the health, safety, and well-being at the forefront of their planning by requiring all attendees to provide proof of vaccination or a negative COVID test 48-72 hours prior to arrival to the host hotel by uploading to a secure portal for verification. We will follow local guidance on the wearing of masks and encourage those who wish to wear a mask for their own safety and precaution to do so.

I will see what others are implementing in health & 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 NSDTA Showcase Series 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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