To:

From:

Re: **Participation in the 2022 Innovation Summit for Preparedness & Resilience**

I would like to attend the 2022 Innovation Summit for Preparedness & Resilience (InSPIRE 2022), which will be hosted by NAPSG Foundation on October 25th & 26th, 2022, at Oklahoma State University, in partnership with the College of Engineering, Architecture, and Technology.

The Summit will bring together public safety leaders, first responders, GIS professionals, and technologists from across the nation for two full days of technical training, applying technology to operational requirements, and collaborating among colleagues. This no-cost event is open to public-sector participants from federal, state, local, and tribal government.

My participation in InSPIRE 2022 would allow us to increase our engagement with the technical and operational GIS community. I would be interacting with similar agencies across all levels of government and all public safety disciplines. Specifically, professionals from emergency management, fire, search and rescue, incident management teams, and public safety agencies will be participating in InSPIRE 2022. Such an abundance of peer-to-peer communication is essential for learning about real-life experiences, best practices, and tips that will directly benefit our agency.

Because of rapid advances in the field, it is important for me to keep up with changes in both technology and policy. We need to know about the most recent lessons learned, emerging technology, and the latest model practices gleaned from agencies across the nation. The knowledge, skills, and ideas gained through this summit will benefit our agency. Below are projects/initiatives in our department that could benefit:

1. [ADD A PRIORITY, PROJECT, COMMUNITY FOCUS, ETC.]

2.

3.

In addition to the training and resources that will be provided at InSPIRE 2022, NAPSG Foundation will offer complimentary breakfast and lunch on both days as well as an Awards Reception and Networking Social. I am looking at ways to reduce expenses through special hotel and airfare rates, ride-sharing, etc. Below is an approximate breakdown of summit costs for this 2-day summit.

Airfare:

Transportation:

Hotel: GSA rate of $96/night

Meals:

Total:

If I am able to participate in InSPIRE 2022, I will submit a post-summit summary, including a set of recommended actions to further our GIS work. I would also be more than happy to share relevant information with other staff members and departments.

Thank you for your consideration, and I look forward to your reply.