



V A H S A

ANNUAL CONFERENCE

PASSION. PATIENCE. PARTNERSHIPS.

Together, We Elevate our Profession.

Tuesday, October 24 – Thursday, October 26, 2023
Harrisonburg, VA

Dear _____,

This is a request for permission and funding to attend the Virginia Head Start Association's Annual Conference in Harrisonburg, VA from Tuesday, October 24th- Thursday, October 26th.

Here is why I am interested in attending, and why I believe it will be valuable to both our program and to my own professional development:

- The conference brings the Head Start community together for 2.5 days of sharing knowledge, networking with peers, and celebrating achievements.
- There will be over 75 sessions!
- All sessions were selected and reviewed by professionals in the Head Start and Early Head Start community. [You can see workshop titles and descriptions; presenters and their Bios HERE.](#)
- This will be a unique opportunity for me to network on behalf of our program and bring home meaningful insights and success stories from Head Start and Early Head Start centers.

Here is a breakdown of what it would cost for me to attend:

Conference Registration Fee is \$450.00/person and Includes: 3 Breakfasts and 2 Lunches.

Please note: Day 3 of conference concludes before lunch, therefore, a 1/2 day.

Hotel Rate \$/per night: \$98

*Taxes + additional fees not included.

Per Diem: \$

Transportation: \$

TOTAL: \$



The conference hotel has a special discounted rate, which expires on Sept. 29, 2023. Thank you in advance for considering my request. I look forward to hearing your thoughts.

Sincerely,