[DATE]

Dear [ADDRESSEE],

I respectfully request funding to attend the DRONERESPONDERS Forum at AUVSI’s [XPONENTIAL](http://xponential.org/) in Orlando, Florida from April 25-28, 2022.

XPONENTIAL is the largest annual drone and uncrewed vehicle systems education conference in exposition in the U.S. The DRONERESPONDERS Forum will unite public safety leaders, programs managers, and operators of unmanned aircraft systems (UAS) for three days of educational workshops and technology presentations that will help our agency develop a safer and more effective drone program to serve our community and enhance officer safety.

In addition to the public safety UAS training and visibility our program will receive, I will have access to manufacturers and providers of the latest drone technology impacting public safety. This will ensure our department has direct access to the creators of the technology we use.

The price of the DRONERESPONDERS Forum with keynote speeches and full exhibit floor access is $249 (AUVSI member)/$299 (non-member) if procured prior to March 7, 2022.   
  
My projected travel costs are outlined below:

Summit/Conference Pass:

Airfare:

Ground Transportation:

Hotels:

Meals:

**TOTAL FUNDING REQUEST:**

Additional information on the 2022 DRONERESPONDERS Forum at AUVSI’s XPONENTIAL is available via <http://summit.droneresponders.org>

I appreciate your consideration of this training request to help ensure our department has one of the safest and most effective public safety drone programs in the nation.

Very Respectfully,

[Requestor Name, Title]