

## **Justification of Conference Attendance Webpage - Global Inclusion 2022**

As professionals committed to ensuring equitable access to the benefits of global experiences for all students, attending Global Inclusion 2022 is an invaluable opportunity to develop the skills, knowledge, and community needed to make progress.

In an effort to assist colleagues in securing funding to attend the annual conference, Diversity Abroad has prepared the following resources:

About the Conference  
Quantifying the Benefits  
Planning Tips  
Sample Letter for Your Supervisor

### **About the Conference**

Since 2013, Diversity Abroad's annual conference has constituted the most comprehensive forum to share innovations, build community, and collaborate to advance diversity, equity, and inclusion in global education and cultural exchange. In 2022, more than 700 students & professionals will convene to attend 70+ sessions (over 170 hours) including keynote panels, innovation competition, guided action-planning, and in-depth workshops. Throughout the conference, attendees will explore emerging research trends, share best-practices, and join a network of equity-minded colleagues committed to advancing our shared goals.

### **Quantifying the Benefits**

- Focus specifically on bringing back key take-aways for your department/organization
- Offer to deliver a short presentation or Q&A for your colleagues to share learning and multiply the benefits of attendance
- Identify specific session content. What sessions have particular relevance to your organization or institution's work?
- Be strategic about networking and vendor contacts. Will there be speakers, presenters, or potential partners in attendance who can help advance your institution or organization's goals?

### **Planning Tips**

Keep an eye on the conference website for session information as it becomes available to identify educational offerings to meet your professional development needs.

## **JUSTIFICATION LETTER - Global Inclusion 2022**

Dear [insert name],

I would like to attend Global Inclusion 2022, the most comprehensive national forum on issues of access, diversity, equity, and inclusion in global education and cultural exchange.

The upcoming conference is a hybrid event that will be held October 4-7, 2022.

The **Full Access Pass** includes all main conference components in addition to on-site networking opportunities.

Global Inclusion 2022 is an opportunity to share innovations, build community, and collaborate to make progress towards a more sustainable and equitable future. Specifically, conference attendees will learn about and recognize the distinctive nature of leadership needed to implement diversity and inclusion best practices and develop a community with other committed professionals. The unique intersectional identity space of this conference allows attendees to interact directly with theories and practices of diversity, equity, and inclusion.

I have reviewed the conference schedule and identified several sessions that will help me strengthen my knowledge and understanding about diversity, equity, and inclusion and how we can make our global programming - at home and abroad - more accessible and inclusive. The presentations are facilitated by leading scholars, practitioners, and administrators who work collaboratively to advance diversity & inclusion in global education and cultural exchange.

Each of the presentations listed below are directly related to our current priorities.

- Session 1
- Session 2
- Session 3
- Session 4

Other program highlights include:

- Formal and informal networking opportunities with other professionals in the field who are committed to advance diversity and inclusive excellence in global education and cultural exchange
- Interactive, seminar-style sessions paired with keynote presentations for personal and professional development.

For a better understanding of the value of this professional development experience, here is a link to the conference details: <http://conference.diversitynetwork.org/>

Here is the breakdown of my conference attendance expenses:

Conference Fee:

Total conference cost of \_\_\_\_\_.

Through the discussions, interactive workshops, and networking opportunities as a participant in Global Inclusion 2022, I will return to my role better equipped to support students from all backgrounds and to provide relevant feedback on our office's inclusive practices and policies. Furthermore, my participation in the conference will send a strong signal about (*add your institution/organization*)'s commitment to diversity, equity, and inclusion. Thank you for considering this request. I look forward to your reply.

Regards,

[INSERT NAME, Title, Institution/Organization]