

Educator Conference of Eastern Iowa Justification Letter

Dear _____

The Educator Conference of Eastern Iowa will take place August 1, 2024, at Mount Mercy University in Cedar Rapids, IA. Professional development and networking with fellow teachers-educators and school leaders is imperative as I continue to grow as an educator. Attending this conference will not only help me build in those areas, I will also be able to meet directly with vendors and suppliers in the exhibit hall to identify new products and services that could help improve my profession and our school's resources.

I am seeking use of Title II-A for my registration fees and other travel-related expenses. As you are aware, Title II-A may be used to pay for the "secular, non-ideological" sessions that the participant attends. Funds may be used for registration as well as travel, lodging and other daily expenses.

While there are over 30 professional development sessions to choose from, I hope to attend _____

because _____

Other topic areas include classroom management, co-curricular programs, curriculum and technology. The conference website lists all of the confirmed sessions (<https://www.mtmercy.edu/news-events/events/2024/08/forward-in-faith>). I have detailed the cost breakdown below and estimate the cost of my attendance at _____. I appreciate your support.

| | |
|--------------------------------------|-----------|
| Transportation: _____ miles @ .575 = | \$ _____ |
| Hotel: | \$ _____ |
| Conference Fee: | \$ 100.00 |
| Stipend: | \$ _____ |
| Total estimated conference cost: | \$ _____ |

Thank you,
