

## Potential Justification Statement – Modify to Fit Your Needs

I am requesting permission to attend the 18<sup>th</sup> Annual New Jersey Emergency Preparedness Conference. The Conference is scheduled for the week of May 2, 2016 in Atlantic City, New Jersey. The conference cost is \$90 (if registered by February 28, 2016; \$135 if registered by May 1, 2016; and \$150 for on-site registration) and includes training sessions, breakout training sessions, a keynote session, exhibit hall, breaks and access to Continuing Education Units. CEU's are required to maintain certification as a \_\_\_\_\_ . CEU's normally cost approximately \$5 to \$15 (\$25 to \$50 for fire) per CEU or higher. This alone provides a potential for substantial cost savings over attending separate courses over the course of a year.

The New Jersey Emergency Preparedness Conference has been cited as one of the most important and cost-effective in New Jersey and the region for emergency management and public safety professionals to attend, in terms of the take-home benefit to your agency, jurisdiction or company. It is the most effective way to obtain the continuing education and training needed to meet the changing demands of emergency management. The Conference provides a forum for timely, informative and up-to-date preparedness training and information to better prepare for response and recovery operations. It is the only statewide all hazard emergency preparedness event and is hosted by the New Jersey Emergency Preparedness Association (NJEPA). The NJEPA is a non-profit organization of emergency management and public safety professionals, and their commitment is to present timely and informative, up-to-date preparedness information and training to better prepare Emergency Managers and the public we serve.

Here are some of the benefits that I will receive from attending the NJEPA Annual Conference:

- **Cost Effective Education and Training:** A forum for current trends and topics, latest tools and technology. Registration fee includes eligibility for approved CEU's.
- **Networking & Collaboration:** More than 1,500 participants from all levels of government, private sector, public health and safety, and related professions to exchange ideas.
- **Products and Services:** Exhibits that showcase emergency management related technologies, products and services.
- **Local Access to Federal Training:** This year includes several DHS approved courses that normally require out of state travel to attend. This will enable attendance at DHS training at a local facility, to minimize travel expense.

In addition, exhibitors who are some of the top homeland security and disaster preparedness suppliers in the country will be onsite to provide insights into emerging emergency management technology and resources for effective response and recovery operations. The information that we will gain by talking to these suppliers will enable us to make timely and informed decisions regarding equipment and supply purchases. This is directly related to the protection of our citizens and the sustainability of our community.

The total cost to attend the conference is \$\_\_\_\_\_. This cost includes \$90.00 for registration before February 28, 2016, plus (MILEAGE, HOTEL, and/or PER DIEM for whatever days you plan to attend). The cost of a hotel room at the conference venue is \$70 (plus taxes). Continental breakfast is provided all days of the conference. An exhibit hall opening reception is held on Wednesday night, 5/4/16 and food is served there. Lunch is provided on Thursday 5/5/16.

Thank you for your consideration of this request. To learn more about the 18<sup>th</sup> Annual New Jersey Emergency Preparedness Conference, please visit our conference Web site at [www.NJEPA.org](http://www.NJEPA.org)