

Dear

OSMOSIS: The Open Source Skills-building Conference will take place October 11-13 in San Diego, California. I believe my participation would bring new ideas and approaches to our organization and significantly advance my professional development. I would like to request approval to attend.

The three-day program offers:

- Education sessions addressing the threats and opportunities in social media and open sources;
- Free access to the Expo, featuring the newest products and services from on-point solution providers;
- Opportunities to network with 300 peers from public and private sectors;
- Over sixteen continuing education credit hours from five recognized certification associations.

I intend to use the knowledge I gain to cost-effectively improve our research and security practices and to share this information with our department. I will also make available the conference materials. If you deem it valuable, I will create a brief presentation or report on the following topics:

- OSMOSIScon's education program;
- A comparative analysis of the Expo products and services that we should consider for our needs; and
- New experts, peers, and colleagues from the conference.

In addition, I will meet with exhibitors that I believe offer solutions that can benefit our organization.

A detailed cost breakdown is included below.

- Registration:
- Transportation:
- Hotel:
- Miscellaneous:

Ultimately, I think this opportunity will yield rich dividends in the most efficient, practical, and effective way for my professional development as well as for our department. Thank you again for your consideration.

Sincerely,