[DATE]

Dear [ADDRESSEE],

I respectfully request funding to attend the DRONERESPONDERS Public Safety Forum at XPONENTIAL which will be held at the George R. Brown Conference Center in Houston, Texas from May 19-22, 2025.

This specialized public safety training event will unite public safety programs managers and operators of unmanned aircraft systems (UAS) from around the world for three days of educational workshops and technology presentations that will help our agency develop a safer, more effective drone program to serve the public good.

In addition to the public safety UAS training and visibility our program will receive, I will have access to meet with solutions providers of the latest UAS technology on one of the largest exhibit floors in the unmanned systems industry. This will ensure our department has direct access to manufacturers and developers of the technology we use.

Projected costs are outlined below:

Summit/Conference Pass:

Airfare:

Ground Transportation:

Hotels:

Meals:

**TOTAL FUNDING REQUEST:**

Additional information on the DRONERESPONDERS Public Safety Forum at XPONENTIAL 2025 is available via <http://forum.droneresponders.org>

I thank you for your consideration of this training request to help ensure our department has one of the safest, most effective UAS programs in the nation.

Very Respectfully,

[Requestor Name, Title]