



Conference Goals WORKSHEET

Complete this worksheet with your information and submit it either with your request for approval to attend or as a post-show report. Use the IACP Training Conference on Drugs, Alcohol, and Impaired Driving website or event app to find specific education sessions and meetings.

EXAMPLE GOAL	IACP RESOURCE
Find out how to better prosecute drug-impaired driving cases	<list the session that relates to this topic>
Learn new investigative techniques for emerging drug trends	<list the session that relates to this topic>
Discuss local issues with colleagues for input on possible solutions	<list networking event>

YOUR GOAL	IACP RESOURCE

COMMENTS



With the 2021 DAID Conference app, you can:

- Get exhibitor, speaker, and event information
- Build a personalized schedule and bookmark exhibitors
- Take notes and complete session surveys
- Connect with your colleagues and locate attendees using “Friends”
- Follow social media feeds and receive important conference alerts
- Use the “What’s on Now” feature to see what sessions are happening at that moment, or coming up in the next 30 minutes



This letter is to request approval to attend the 2021 International Association of Chiefs of Police Training Conference on Drugs, Alcohol, and Impaired Driving (DAID) August 14-16, 2021, in Orlando, Florida. The IACP DAID Conference provides access to the latest training, best practices, and solutions we need to meet today's challenges.

The 2021 DAID Conference brings together law enforcement practitioners, toxicologists, prosecutors, and solution providers from around the world to address critical issues surrounding drug and alcohol abuse and impaired driving, the same issues we face here. The event offers three full days of content that will allow me to focus on specific skills and solutions that I can immediately bring back to the agency. I will also have the opportunity to learn global best practices and make valuable new contacts within the field.

Attending the DAID Conference will also provide the continuing education hours I need to maintain my Drug Recognition Expert certification.

Upon my return from the conference, I will share the new ideas and key takeaways with others not only within the agency but throughout the community to help increase public safety.

I've provided a couple of documents for your review. Included is a breakdown of approximate costs to attend the IACP DAID Conference and a goals worksheet that specifically focuses on our agency's current needs and how attending this conference will enhance our operations.

I hope that you will agree that my attendance at this conference is a valuable use of my time and will benefit the agency and our community. Thank you for your consideration.

Sincerely,



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Expense Calculator

EXPENSES	COST SAVING TIPS	COSTS
Conference Registration	<ul style="list-style-type: none"> Save \$100 by registering before June 15, 2021. Members save big! Join IACP to qualify for the lower, member attendee rate and save \$200 over the non-member rate during early and regular registration. 	\$
Transportation to/ from airport	<ul style="list-style-type: none"> Orlando International Airport is 27.4 miles from the hotel. Taxi is \$80-100 one-way, Lyft is approximately \$60-70 one-way. 	\$
Lodging	<ul style="list-style-type: none"> Book through the DAID conference hotel link to the Omni Resort at Championsgate by July 14, 2021, to secure the best hotel rate. Reservations are first come, first served. Reserve your hotel room early to ensure availability in the IACP hotel block. 	\$
Transportation during IACP DAID 2021	<ul style="list-style-type: none"> The conference is held within the hotel in their conference rooms. 	\$
Meals	<ul style="list-style-type: none"> The hotel has three restaurants and a deli, plus numerous other restaurants are nearby and within walking distance. The conference will provide a welcome reception on Saturday evening serving hors d'oeuvres and light snacks. 	\$
Parking	<ul style="list-style-type: none"> If you are driving in for the conference, parking is \$22 overnight with in and out privileges. 	\$
TOTAL COST TO ATTEND		\$

REGISTER TODAY AT theIACP.org/DAIDconference