**Subject: Request to Attend ACP Resource & Technology Conference 2023**

Dear **[\_\_\_\_\_\_\_\_],**

I’m writing to request the opportunity to attend the American Clean Power Association’s 2023 [Resource & Technology Conference](https://cleanpower.org/rt-conference/) this November 14-15 in Austin, Texas.

This conference is one of the only events in North America specifically dedicated to clean energy project performance, including preconstruction modeling and analysis, operational assessment, and performance and reliability engineering.

After browsing the [agenda](https://acp2023rt.eventscribe.net/agenda.asp?BCFO=&pfp=Browse%20by%20Day&fa=&fb=&fc=&fd=&all=1&mode=), which includes two full days of dual-track education sessions, I’ve identified the following sessions as particularly relevant to my role:

* [Using the [conference agenda](https://acp2023rt.eventscribe.net/agenda.asp?BCFO=&pfp=Browse%20by%20Day&fa=&fb=&fc=&fd=&all=1&mode=) you can identify a selection of relevant session topics to include in this list. A few examples are below.]
* AI & Performance Analytics
* P50 Bias
* Applying Cutting-Edge Innovations and Best Practices to Manage Renewable Assets
* Life Extension and Loads Modeling

The presentations are facilitated by both industry experts and association colleagues who have extensive experience in their field and have been selected to speak based on their breadth and depth of knowledge on these topics. I feel confident that attending these sessions and engaging with the panelists during the conference would \_\_\_\_\_\_\_\_(goal you hope to achieve from the conference)\_\_\_\_\_\_\_\_.

(Optional addition) In addition to learning about the latest technologies and innovations in this sector of the industry, there are also unique opportunities network with other professionals and engage with exhibitors to explore new business partnership and vendor options.

The advance price conference fee is [**$xxx** [**Click this link for pricing breakdown**](https://cleanpower.org/rt-conference/rt-registration/)], if registered by November 9. This includes breakfast, lunch and evening reception food and beverage.

**[You will need to insert your travel cost numbers here]**   
**Here is the breakdown of conference costs:**   
Roundtrip Airfare: <$**xxxx**>   
Transportation: <$**xxxx**>   
Hotel: <$**xxxx** [**Click here for discounted attendee hotel pricing and information**](https://cleanpower.org/rt-conference/travel-housing/)> 

The total costs associated with attending this conference are: <$**xxxx**>.

The unique opportunity for me to develop targeted new contacts, strengthen extremely relevant relationships, and gain pertinent industry knowledge makes my attendance at the ACP Resource & Technology Conference a wise investment. 