**Proposal to Attend CEE’s**

**57th Annual Financial Literacy and Economic Education Conference**

Date:

To:

From:

Re: Proposal to Attend the Council for Economic Education’s 2018 National Conference

Please consider approving my request to attend the [57th Annual Financial Literacy and Economic Education Conference](http://www.councilforeconed.org/events/cee-national-conference/) in Atlanta, GA, Oct 5th-6th.

The Council for Economic Education’s Conference is a nationwide annual gathering of educators including K-12 teachers, college and university professors and Federal Reserve partners. Attending this conference is a worthwhile investment and provides:

* Outstanding networking opportunities - meet with other teachers and learn how they're tackling the challenges of economic and financial literacy education to K–12 students.
* Access to over 100 hands-on [Sessions and Workshops (2017 Program)](http://councilforeconed.org/events/cee-national-conference/2017-conference-schedule/) including:
* Teach important personal finance and economic concepts in the context of math lessons
* Using the National Standards to connect economics across the curriculum
* Economics in literature - A Common Core Application
* Using technology to bridge concepts across economic curriculum
* Valuable perspective from [Expert Speakers](http://councilforeconed.org/events/cee-national-conference/2017-conference-speakers/)
* Certificates of completion that can be applied toward PD and CEU requirements.

[Registration](https://econedconf2018.busyconf.com/bookings/new?utf8=%E2%9C%93&booking%5bquantities%5d%5b5a4fd8eb7443ff04a70000f2%5d=0&booking%5bquantities%5d%5b5a6676c58d812f446100047e%5d=0&booking%5bquantities%5d%5b5a4fd8eb7443ff04a70000fe%5d=0&discount=&apply_discount) is very affordable and includes all program sessions, pre-conference workshops, Teacher's Breakfasts, Awards Recognition Reception, and Round-Tables Luncheon.

**The estimated costs for attending CEE’s Annual Conference:**

Registration Fee = $199 *(10% Early Bird Discount until May 31st, 2018)*

Travel/Airfare = $50 - $350

Hotel = $376.56 (2 nights at $169 rate + state and local taxes, currently 16.9% (sales tax 8.9% and occupancy 8%) plus a State Hotel Assessment Fee of $5.00 per room/per night.) = $376.56

I am requesting immediate approval now so I can take advantage of the [Special Conference Hotel Rate](https://www.starwoodmeeting.com/events/start.action?id=1802287784&key=1D80ECEA)**.** (CEE has reserved a block of rooms at The Sheraton Atlanta.) The special conference rate is available until September 4th, 2018.

Thank you for considering this request.

<your name here>