*Draft letter you can use to request approval to attend NSI’s 36th Annual IMPACT 2023.*

[Name of your manager/decision maker]

I am requesting your approval to attend the **National Security Institute’s IMPACT ‘23** on **April 17-19 held in Chantilly, Virginia**. I will participate in 3 days of learning and training from top officials and experts at what is widely considered the best forum for government and defense contractor security professionals to stay on top of changing requirements and best practices.

As you know, our security program is subject to a myriad of government requirements that are constantly changing; and failure to comply can result in costly security breaches and potential loss of security clearance. The knowledge I bring back from NSI’s IMPACT will keep us on top of all of our obligations and strengthen our security program with best practices.

Here are several good reasons to approve this education and training opportunity.

1. Updates on DCSA priorities from Director William Lietzau. Access to key officials from DCSA on issues of critical importance for 2023, such Trusted Workforce 2.0 and NBIS, the government’s central IT system for background checks, vetting personnel, adjudicating cases, and providing ongoing screening for cleared employees. Ample opportunity for Q&A.
2. Complimentary pre-conference workshop: Making NBIS Work for Industry. Free to all 2.5-day registrants. Industry members of NISPPAC from L3Harris Technologies and Northrop Grumman will present substantial findings from independent testing of NBIS to benefit all.
3. Briefings from high level officials on top security threats for 2023; insights from intelligence and government security agencies on tactics being deployed to steal classified and controlled unclassified information.
4. A focused, interactive program that addresses important security issues such as insider threats, economic espionage, classified information protection, cybersecurity, social engineering, the human-side of security, timely security clearance approvals, and more.
5. Practical, skills-focused workshops that provide extended training in critical areas designed to protect classified information and prevent problems before they happen: security awareness, insider threats, counter espionage, cybersecurity, relationships with business partners, and more.
6. Security Awareness Fair and Expo. Government security agencies will be on hand to share the latest free security awareness resources. Technology and service providers will be there to demonstrate opportunities to save money, improve our efficiency and protect our valuable data.
7. NSI's 2023 Online Reference Data Library which contains over 1,200 special reports, policy and procedures, checklists, and requirements pertaining to our security program. This complimentary resource alone is worth the price of the registration.

Thank you for your consideration. Please let me know if you require more information.