

NADCP RISE21

May 12-15, 2021 | National Harbor, MD

JUSTIFICATION TOOLKIT

We'll help you get to National Harbor, MD with our Justification Toolkit!

Many travel and training budgets have been reduced, which means that regardless of the merits of attending RISE21, you'll probably need to justify the expense and your time away from the office. So, we've put together a Justification Toolkit to help you explain how the return on investment is substantial for attending this training.

- Benefits of Attending
- Tips and Talking Points
- Calculate your Return on Investment (ROI)
- Justification Letter (a letter template you can complete and give your supervisor)

RISE21 reflects the "must have" content for treatment court professionals. It's the one event that brings together judges, law enforcement officials, treatment providers, drug and veterans court coordinators, researchers, celebrities, leading authorities on best practices in adult, juvenile, and veterans substance abuse treatment, drug court graduates, veteran treatment court graduates, probation officers, attorneys, consumer advocates, and experts in the treatment court field who will provide you with usable answers to your most pressing questions. No combination of other events can equal the quality, scope and value of these four days. Since you've found this page, you probably know for more than 20 years this conference has consistently delivered the best-in-class speakers and content and is recognized as the leading training conference in the treatment court field.

Benefits of Attending

RISE21 includes content for treatment courts of every size and region. You'll gain new tactics, insights, and increased ability to improve the success of your treatment courts.

Five reasons you must attend:

1. Exclusive, practical content on topics for every discipline on your team.
2. Sessions covering every aspect of treatment courts.
3. Direct access to the largest group of experts in the fields of treatment, evaluation, supervision, law, and other issues impacting your program.
4. Significant opportunities for peer idea exchanges.
5. A superior RISE21 Expo showcasing the newest and most innovative services and products for the treatment court field.

You'll benefit from:

- Comprehensive content. NADCP will cover the topics that matter most to treatment court professionals.
- A flexible program. We offer a combination of concurrent, discipline-specific, skills-building, training, and general sessions - providing you the ability to custom-build a tailor-made conference experience.
- Current thinking in the heart of the treatment court communities. Come hear experts talk about what concerns them now and into the future.

Tips and Talking Points

Here are some tips and talking points that you will want to consider when making your request to attend RISE21 - focus on what you will specifically bring back to the organization as return for the investment.

Prepare

- Be ready with a plan that shows who will cover for you while you are attending RISE21.
- This conference will help build your team, providing a forum for team members to discuss tools, technologies, and processes and how they might apply to improve your treatment court.

Emphasize

- RISE21 offers a comprehensive, time-intensive learning environment. Your attendance will be much more cost effective and time-efficient compared to registering for multiple seminars or webinars. Plus, you'll minimize the time you are away from the office.
- The conference offers treatment court professionals an unparalleled, world-class education. It provides an in-depth curriculum developed and delivered by the field's most recognized experts.
- Professional development training is critical to prepare employees to take on greater responsibility. Attendance at professional development conferences such as this will provide your treatment court with the tools to ensure your program has access to evidence-based solutions for your court and its participants.
- If you are working to obtain or maintain your professional education status, remind your supervisor that the conference offers valuable training hours you can apply towards required continuing education. This conference has been approved for continuing legal education (CLE) credits in most states, judicial education (CJE) credits, substance abuse provider and social work continuing education (CEU) hours. Also, NADCP is a certified provider of education for NAADAC.
- The content is appropriate for courts of all sizes and all regions.
- Vendor contacts and information from the RISE21 Expo.

Share

- Offer to deliver a short presentation and Q&A to your colleagues to share what you've learned. That way, others in your court will get the benefits of your attendance too.
- Share the speaker handouts with your colleagues. As an attendee, you have unlimited access to materials posted by speakers.

Calculate ROI for Attendance (How to justify conference attendance)

Conference expenses are affected by a number of factors. Before you can even begin to justify conference expenses, you need to calculate what those expenses are. To do so, use the following Expenses Worksheet to develop a cost estimate for attending RISE21.

Expenses Worksheet

<u>Expense</u>	<u>Guideline</u>	<u>Cost</u>
Conference Registration		\$
Flight	Try a web travel service to get a quick estimate	\$
Lodging	NADCP has negotiated per diem rates with hotels	\$
Transportation (airport to hotel)	Taxi, car rental, ride share, etc.	\$
Transportation (hotel to airport)	Taxi, car rental, ride share, etc.	\$
Mileage reimbursement	Driving to conference? To the airport for your flight? Use Google to calculate distances, then multiply miles by 57.5 cents/mile (IRS standard for 2021)	\$
Parking reimbursement	At airport for flight departure, or at hotel where conference is located	\$
Food per diem	The IRS local rate is \$76	\$
Subtotal		\$
x Number of employees going		
Grand total		\$

Below is a suggested template for a letter you can draft to request employer support for your attendance at RISE21, May 12-15, 2021, in National Harbor, MD. If you decide to use it, please make sure you include your

court or agency's name and the correct prices in the appropriate areas. Also, be sure to do your homework and calculate your return on investment (ROI). Registration includes a daily continental breakfast.

We look forward to seeing you in National Harbor, MD!

[Date]

[Supervisor's name]

[Title]

[Company name]

[Postal Address]

[City, State, Zip]

Dear [Supervisor's name],

I would like to attend the NADCP conference, RISE21, May 12-15, 2021, in National Harbor, MD. I believe that attending this conference will benefit me through the education I will obtain and the valuable information I'll be able to share with [insert court/agency name].

NADCP provides training to over 6,000 treatment court professionals annually at its national conference - the largest training conference in the nation addressing substance abuse and crime.

RISE21 is specifically tailored to enhance the skills, leadership, and training of the treatment court team with approximately 180 cutting-edge sessions, opportunities to connect and learn from colleagues around the world. I will come away educated and energized! RISE21 offers courses for the new practitioner and team members who have been in the field for years. The sessions will be a blend of providing what to watch for now and in the future and practical ways to implement these concerns at a minimal cost. Further, it will help us focus our attention on the highest risk areas, given how stretched our resources are.

Plenary presentations and breakout session topics will include [add topics from your specialty, and benefits specific to your responsibilities]. It is not often that an opportunity comes along for me to go to a conference like this, so I hope that you will approve my attendance. NADCP provides enormous value for the money because the pre-registration fee is only \$670 for NADCP members, \$745 for non-members, and \$445 for international attendees, which includes a daily continental breakfast. I have calculated the costs on the attached expense worksheet for your convenience.

Additionally, this conference will provide me most if not all of my continuing education. [Confirm that your court or organization requires/accepts RISE21 for hours]. RISE21 will offer me a world-class education that is unparalleled in our field.

For the benefits that I expect to derive from this conference, I believe those costs are minimal, and I hope you will support my attendance.

Sincerely,

[Your name]

[Title]