Date:

Dear:

This letter is to seek approval for my attendance at the First Responder Mental Health and Wellness Training, scheduled for (insert dates and location of the conference), hosted by 1st Responder Conferences. These conferences are uniquely designed to cater to all first responders, including police, fire, EMS, military/veterans, corrections, dispatchers, chaplains, retired first responders, spouses, professional staff, clinicians, and anyone working with or alongside public safety professionals. The training will equip me with valuable local and national resources, mental health tools, networking opportunities with peers, and actionable insights that I can bring back to our department and community.

The 1st Responder Conference offers a comprehensive two-day program featuring expert speakers who will address the mental and emotional well-being of first responders. By tackling the pressing issues of the 21st century that impact first responders and their families, this training provides vital awareness, resources, and actionable steps to address PTSD, depression, suicide, addiction, stress, and overall mental health.

Additionally, the conference presents unparalleled networking opportunities, unlike anything currently available to us. With a diverse array of speakers and topics, I will have the chance to explore solutions tailored to the specific challenges faced by our community and department. I’ll also gain insights into national best practices, establish connections with mental health and advocacy leaders at both the local and national levels, and enhance our wellness programs while building relationships with other first responders.

Upon my return, I will be prepared to share fresh ideas, strategies, and resources that will benefit our agency and help improve overall mental health support within our department.

I am confident that attending this training will be a valuable investment of my time, benefiting both our agency and the broader community. I appreciate your consideration of my request.

Sincerely,