Dear [Employer's Name],

I am writing to express my interest in attending the Project Management Roundtable Series hosted by The Technology and Leadership Center at Washington University. This series is designed to bring together professionals to discuss current project management trends, techniques, and tools.

As part of my commitment to continuing education and professional growth, I believe that attending this series would be highly valuable to me and to our organization. I would gain valuable insights into current project management trends and issues, learn from industry experts and peers in the field, and potentially bring back new ideas and best practices to our organization.

I am requesting financial support from [Employer's Name] to cover the cost of attending this series, including registration fees, travel, and accommodations. I am willing to discuss repayment options and other terms of the financial arrangement if necessary.

Some key topics that will be covered in this series include:

• Agile project management methodologies and their applications

• Best practices for project planning, execution, and control

• Leadership and communication in project management

• Tools and technologies for effective project management

Attending the Project Management Roundtable Series would also allow me to network with other professionals in the field, and potentially bring back new ideas and best practices to our organization.

Thank you for considering my request. I am excited about the opportunity to attend the Project Management Roundtable Series and contribute more effectively to our organization. Please let me know if you need any additional information or have any questions.

Sincerely,

[Your Name]