**Subject: Request for Funding to Attend the 2025 OADN Convention**

Dear [Administrator's Name],

I am requesting funding to attend the **2025 OADN Convention**, taking place **November 19–20, 2025**, in **Nashville, Tennessee**. This annual convention, hosted by the **Organization for Associate Degree Nursing (OADN)**, is the only **national conference dedicated exclusively to Associate Degree Nursing (ADN) education**, providing essential professional development, policy updates, and networking opportunities for faculty and program administrators.

The **OADN Convention** is a **critical investment in our nursing program**. As ADN faculty, we play a vital role in preparing the future nursing workforce, and staying informed about the latest trends, teaching strategies, and policy developments is essential to our success. This year’s theme, **"Elevating Nursing Education: Embracing Change, Strengthening Community,"** reflects the ongoing transformation in nursing education and highlights the importance of collaboration and innovation in advancing our profession.

**Key Benefits of Attending the 2025 OADN Convention:**

* **NCLEX Updates & Exam Preparation:** The convention will provide insights from **national leaders directly involved in NCLEX exam preparation**, ensuring our faculty has the latest information on the **Next Generation NCLEX (NGN)** and strategies to support student success.
* **Professional Development & Leadership Training:** The workshops and breakout sessions are designed to **enhance leadership skills, refine teaching methods, and improve student outcomes**.
* **Networking & Collaboration:** Engaging with educators from across the country fosters **idea-sharing, problem-solving, and professional growth** that can directly impact our program.
* **Access to Cutting-Edge Educational Tools:** The Exhibit Hall showcases the latest innovations in **educational technology, textbooks, and simulation equipment**, allowing us to explore new tools and teaching aids that enhance learning experiences.

This year’s **general session speakers** include experts in **nursing education, leadership, and innovation**, such as:

* **Rebecca Love** – The impact of AI on nursing education – strategies for charting the path forward.
* **Danielle McCamey** – The impact of leadership and mentorship on faculty retention and student success.
* **Rear Admiral (Ret.) Aisha Mix** – The evolving role of Associate Degree Nurses in public and community health workforce.
* **Cherie Rebar & Nicole Heimgartner** – Addressing the gap between nursing education and practice-readiness in the workforce.
* **Beth Toner** – A panel discussion on how faculty can better support each other.
* **Tina Loarte-Rodriguez** – Stories of resilience, determination, and trust to build civility amongst faculty and students.
* **Steve Viger** – NCLEX exam updates from the **National Council of State Boards of Nursing**, essential for our nursing program’s pass rate.

While the **time and financial commitment** of attending the **OADN Convention** may seem significant, the **long-term benefits far outweigh the costs**. This experience will directly support our nursing program by providing **the latest tools, strategies, and national policy insights**, ensuring we continue to **deliver high-quality nursing education**.

**I respectfully request financial support for registration, travel, and accommodations** to attend this important event. **OADN provides a customizable budget justification letter** to assist in securing funding, and I am happy to provide additional details as needed.

Thank you for your time and consideration. I look forward to discussing this opportunity further.

Sincerely,  
[Your Name]  
[Your Title]  
[Your Institution]