Dear [Insert Name]

Those of us who work in the IDD field want to be change agents to create, innovate, and implement policies and programs that will enhance the lives Texans with intellectual and developmental disabilities (IDD) and their families. We are committed to strengthening services and supports for Texans with IDD. Their human rights and self-determination must always be respected and protected.

In alignment with these objectives, I am requesting your support and an investment to participate in The Arc of Texas Partners in Disability Leadership (PDL) 2023 program. The early bird registration fee of $1,200 until December 16, 2022 ($1,500 from December 17th to the final application deadline on January 6, 2023) includes nine in-person and virtual sessions throughout the year and graduation. Program speakers include luminaries in the disability rights movement, and experts in disability inclusion, the intersectionality of disability, person-centered practices, and public policy among other topics. The program will also help polish my leadership and communication skills and allow me to connect and network with colleagues in the IDD field to effect positive change for Texans with IDD. You can learn more about the program by going to [Partners in Disability Leadership – The Arc of Texas](https://www.thearcoftexas.org/get-involved/partners-in-disability-leadership/).

As part of the program, I am required to work on a leadership project. This project will positively impact [agency or organization] by addressing issues or focus areas pertinent to our work. Examples of past projects can be found in the [2021 Partners in Disability Leadership Yearbook – The Arc of Texas](https://www.thearcoftexas.org/get-involved/partners-in-disability-leadership/2021-partners-in-disability-leadership-yearbook/). PDL participants also take part in confidential 360 Leadership Assessments to identify professional strengths and areas for improvement. The assessment is included in the program, and I will provide more information about this opportunity by March 2023.

As you will see, this is a sound investment of time and resources that will yield a beneficial result for not only my professional development, but our [agency or organization].

Thank you for your consideration.

Sincerely,

[Name, title, etc.]