

Supporting Business Case

Please feel free to use the email template below as a starting point. You can personalise it to reflect your role, goals, and how attending the event will benefit both you and your organisation. It's designed to help you clearly communicate the value of your attendance and support your business case.

Business Case Letter: KWY Summit 2026

Subject: Request for Professional Development - KWY Summit 2026

Dear [Manager's Name],

I am seeking approval to attend the KWY National Summit 2026, held 18 – 20 March 2026 in Adelaide on Kurna Country, South Australia. Hosted by KWY, winner of Indigenous Business of the Year 2025, this three-day Summit brings together practitioners and leaders committed to trauma-informed, culturally responsive practice.

Benefits to Our Organisation

- The Summit provides opportunities for professional development. Participants can learn about tools and evidence-based strategies in trauma-informed, culturally safe, and strength-based practice that I can bring back to our organisation.
- Through the keynote presentations and panel discussions, I will have access emerging frameworks, policy updates, and sector-leading approaches to enhance service delivery.
- The Summit and Gala Dinner will have networking opportunities where I will be able to build connections with national leaders, cultural knowledge holders, and peers for collaboration.
- I will return with solutions and skills directly applicable to our programs and teams.
- The Summit is being facilitated by an Aboriginal Community Controlled Organisation, providing participants the opportunity to recharge in a culturally safe environment, sustaining motivation and resilience in the workplace.

What the Summit Offers

Past participants describe the Summit as *“the most powerful, thought-provoking, and transformative professional gathering”*, with many leaving *“equipped with ideas, evidence, and renewed energy to drive real change.”* The Summit offers:

- Keynotes from leaders reshaping therapeutic and cultural practices.
- Interactive workshops and breakout sessions with actionable outcomes.
- Panel discussions tackling systemic issues and bold solutions.
- Safe, inspiring spaces for reflection, truth-telling, and collaboration.

Investment

Summit Registration: [\$1119 + GST (early bird, register before 31 October 2025, \$1399 + GST thereafter)]

Travel: [add any travel/accommodation you require]

Evening Event – FOCUS Awards Gala Dinner (Friday, 20 March): \$190 + GST

- A formal event recognising excellence across the domestic and family violence, child protection, homelessness, and disability sectors.
- Provides a valuable opportunity to celebrate achievements, strengthen professional networks, and gain insight into sector-leading initiatives.
- Includes a 3-course dinner, networking opportunities, and a showcase of impactful work being delivered nationally.

Conclusion

Approving my attendance will strengthen my practice, enhance our team's capacity, and directly benefit our organisation's impact. I respectfully request your support to attend this important professional development opportunity.

Sincerely,

[Your Name]