SUBJECT LINE: <Insert Your Boss’ Name Here>, I’d like to attend UPLIFT

Hi [Insert Your Boss’ Name Here],

You know that I want to accomplish \_\_\_\_, \_\_\_\_, and \_\_\_\_ in the next year.

I just discovered and would love to attend UPLIFT, a retreat for women in development. The focus is developing a 90 Day Action Plan to achieve our biggest goals, which feels like exactly the support I need right now.

Skill builders include new formulas to:

* Get in the door with the most elusive prospects
* Conduct purposeful conversations that build swiftly to the best gift
* Co-create transformative leadership gifts
* Create vibrant relationships with [deans, directors, program people]
* Proactively report key activity and outcomes
* Manage time for maximum productivity
* Create balance to avoid burnout

The conference is exercise based – we’ll think big, create clear intentions, calendar next actions, and practice new skills – and we leave with worksheets/checklists/scripts to bring back to our desk and use every day.

After the conference, I’ll get to be a part of group accountability calls at 2 weeks, four weeks, and eight weeks to keep momentum high.

I would love to invest two days in thinking big and making concrete plans, plus create a calendar to execute. This feels like a great opportunity to recommit to both achievement and excitement about my work.

The cost for registration is $1349.

The official conference hotel is $119/night and light rail from the airport is under $5. Lunch is included.

It’s hosted by Generous Change, creators of Fundraisers’ Monthly, Fundraisers’ University, and Fund Development Institute. You can see them here: [www.generouschange.com](http://www.generouschange.com)

It takes place in Phoenix, Arizona, June 6/7, 2019.

With your permission, I’d like to secure my place as soon as possible.

Thank you for considering!

[Insert Your Name Here]