Dear {NAME},

I’m writing to request funding for a Leadership Development Cohort I’ve been researching. Sponsored by the Women’s Energy Network, I believe this cohort will help me elevate my communication skills and executive presence, and specifically chose this course because it is designed for women working in energy industries. I’ve reviewed the material and feel confident that I will be able to advance my leadership and advance my workplace performance.

* **Course dates:** September 30-November 11, 2024
* **Format:** Virtual
* **Investment:** $1,650, which includes six on-demand video modules, weekly live sessions, access to the course facilitator, and all applicable materials, links, and resources.

As a cohort member, I’ll unlock access to two important resources. First, a network of empowered women, aligned in our commitment to advance our skills, support each other, and amplify our presence at work. Second, I’ll be enrolled in course called Speak UP to Level UP®. It’s the only course of its kind proven to build confidence, enhance communication, and increase executive presence.

The Leadership Cohort is more than just a training program. Targeted outcomes include:

* An expanded network within the energy industry;
* Stronger participation in business meetings and presentations;
* Enhanced executive presence and an ability to contribute at a higher level, thus elevating workplace performance;
* Sessions that include “Actions for Impact,” which are targeted steps designed for instant application and impact;
* A safe and inspiring setting, where I may even connect with a mentor!

I’m confident I can manage my workload while participating in this course and am seeking your approval to cover the fee associated with this powerful learning experience. Course registration is open through September 30th, or until all 30 spots are taken. Please let me know as soon as possible if you are open to supporting me in my professional development so I may secure my spot.

Thanks for your consideration!

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