



## ANNUAL NAPSA CONFERENCE EXPENSE JUSTIFICATION TOOLKIT

Use this toolkit to support your attendance at the **2026 NAPSA Conference in Austin, TX!**

We understand that time and resources are valuable, and **NAPSA's 37th Annual Conference** is shaping up to be our most dynamic yet. Here are a few helpful points to justify your participation and demonstrate the return on investment for your agency or organization.

### What is the NAPSA Conference?

The National Adult Protective Services Association (NAPSA) Conference is the premier national gathering for Adult Protective Services (APS) professionals and allied partners dedicated to protecting vulnerable adults from abuse, neglect, and exploitation. The only conference solely focused on APS welcomes all APS professionals, state, local, and tribal leaders, policymakers, advocates, researchers, and service providers from across the country for a week of learning, collaboration, and innovation.

Attendees leave with real-world tools, meaningful partnerships, and renewed energy to enhance their work.

### What to expect at the 2026 NAPSA Conference

- Opportunities to network and collaborate with APS professionals, community leaders, and decision-makers
- In-depth sessions across a variety of topic tracks, including financial exploitation, legal partnerships, trauma-informed care, and workforce development
- Interactive workshops focused on implementation and real-time problem solving
- Strategies for systems-level change, policy advocacy, and interagency collaboration
- Practical tools and takeaways that can immediately impact service delivery and team performance
- Access to national thought leaders and emerging research that supports best practices in APS

### Why Should YOU Attend the NAPSA Conference?

This one is simple: You'll walk away with practical tools, meaningful connections, and fresh ideas that will strengthen your work and your organization. With access to high-quality sessions and national experts—all in one location—this is the can't-miss event for anyone committed to protecting vulnerable adults.

Whether you're a part of a small, dedicated APS team or working in a large organization, the insights, training, and peer collaboration offered at NAPSA will add tremendous value to your work. Attendees will also receive a certificate of attendance, and CE credits are available for Social Workers (NASW) and Nurses.

### Special Topic Tracks You'll Have Access To:

- AADI (APS Administrative Data Initiative)
- Administrator
- Disability

- Ethics
- Financial Exploitation
- Guardianship and Alternatives to Guardianship
- Investigation and Interviewing
- Law Enforcement
- Legal
- Medical
- Mental Health/Behavioral Health
- Multidisciplinary Teams
- Policy
- Quality Improvement/Quality Assurance
- Research to Practice (R2P)
- Safety
- Self-Care
- Self-Neglect/Hoarding/Homelessness
- Supervisor
- Training
- Tribal APS

## Real Takeaways for Real-World Challenges

- Learn directly from experts across APS, healthcare, finance, law enforcement, and advocacy sectors.
- Discover state-of-the-art tools and systems that enhance client outcomes and support your decision-making.
- Participate in interactive sessions that help you bring new ideas and collaborations back to your state or local agency.

## Next Steps to Get Ready

- Prepare your travel request using key talking points (a sample letter is provided below).
- Visit our website [2026 NAPSA Conference](#) to view the schedule, hotel, and travel details.
- Register early to secure the best rate.
- Share this opportunity with your team and colleagues—we're stronger together.

## Estimate Your Costs:

Expense Category	Description	Estimated Cost
Registration	Full Conference Early Bird Rates: Member: \$700 Non-Member: \$825 Primary Presenter \$200 Co-presenter \$700 Single Day (Member): \$235 Single Day (Non-member): \$275 Virtual Option \$300 Financial Exploitation Summit Only: \$200	\$
Travel (Flight, Train)	Estimate your round-trip travel to Austin, TX.	\$
Hotel/Lodging	Stay at the Hilton Austin at the conference rate of \$173/night + 11% tax. ( _____ days x \$173) x 11%)	\$
Local Transportation (to and from hotel)	Estimate your costs of a car rental, taxi, or rideshare.	\$
Meals	Breakfast is provided daily during the conference. Dinner is included on the second day, and light appetizers will be served during the Welcome Reception on the first evening. Please estimate the cost of any additional meals not covered. Full meal details can be found <a href="#">here</a> .	\$

<b>Per Diem</b>	( _____ x _____ days)	\$
<b>Mileage Reimbursement</b>	Estimate your distance and multiply by your organization's mileage rate. ( _____ miles x . _____ /mile)	\$
<b>Parking Fees</b>	\$48/day ( _____ days x \$48)	\$
<b>TOTAL</b>		\$

## Sample Letter of Support:

[Date]  
[Decision Maker's name]  
[Title]  
[Organization name]  
[Mailing Address]  
[City, State, Zip]

Dear [Decision Maker's Name],

I am writing to request approval to attend the **37th Annual NAPSA Conference**, hosted by the National Adult Protective Services Association, taking place in **Austin, TX, November 16-18, 2026**. Last year, this national event brought together over 950 Adult Protective Services (APS) professionals, policymakers, researchers, and advocates working to protect vulnerable adults from abuse, neglect, and exploitation.

The NAPSA Conference is the **premier professional development event solely focused on APS for APS** professionals and allied partners. It offers an unmatched opportunity to receive specialized training, hear from national experts, and build relationships with colleagues from across the country who face similar challenges. Workshops are rooted in best practices and highlight innovative solutions for frontline practice, policy, and program development.

Through this experience, I'll gain practical knowledge in key areas such as **financial exploitation, trauma-informed care, cross-sector collaboration, and systems-level policy development**. This directly aligns with our organization's goals to improve client outcomes, enhance staff capacity, and meet evolving community needs.

Additionally, the conference provides access to **continuing education credits**, and I will bring back valuable tools and resources to share with our team. I've attached an estimated cost worksheet for your review. I believe this is a meaningful and cost-effective investment in my professional development and our mission impact.

Thank you for your consideration, and I hope to receive your support in attending this important event.

Warm regards,

[Your Name]  
[Your Title]