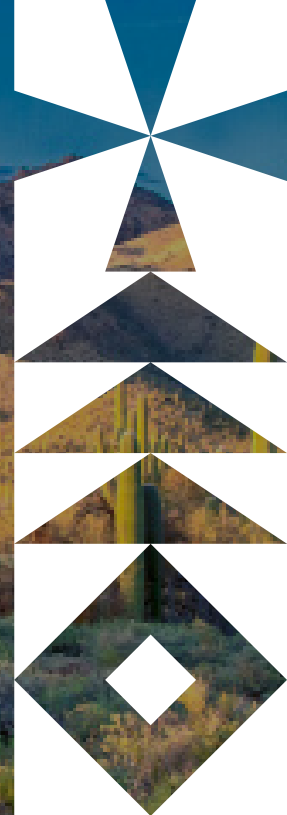


**NIGP
LEADERSHIP
SUMMIT 2026**

FEB 19-21, 2026 | TUCSON, AZ

**Recharge in the
Desert. Lead Boldly.
Connect Authentically.**



NIGP Leadership Summit 2026 – Justification Toolkit

Event Overview

NIGP Leadership Summit 2026 brings together procurement leaders at every stage — emerging, experienced, and newly elected chapter leaders — for three days of transformative learning, collaboration, and inspiration in Tucson, AZ.

NIGP Leadership Summit unites three of our most coveted leadership programs for a fully immersive and transformational experience.



EDGE

Designed for emerging leaders focused on increasing self-awareness, developing confidence and leadership presence which sets the stage for lasting growth.



IMPACT

Designed for mid to senior-level procurement leaders focused on addressing emerging trends in public procurement and how leaders can proactively develop strategic plans for maximum impact.



ACADEMY

Designed for newly elected NIGP chapter leaders to develop actionable strategies that deepen member engagement and strengthen the value of chapters to the profession.

Why attend

- ✓ **Leadership Growth:** Executive-level development based on proven leadership frameworks
- ✓ **Peer Networking:** Build a powerful network of procurement leaders across North America
- ✓ **Practical Tools:** Actionable strategies that directly strengthen your agency's procurement effectiveness
- ✓ **Chapter Impact:** Chapter leaders gain tailored training to strengthen governance and volunteer leadership
- ✓ **Succession Planning:** Supports workforce development by preparing the next generation of leaders

Key Benefits to Your Organization



Stronger Leaders

Enhances leadership skills that translate into more effective teams, better decision-making, and improved organizational performance.



Retention & Motivation

Invests in employee growth, reducing turnover and keeping top talent engaged.



Compliance & Best Practices

Equips leaders with knowledge to ensure transparency, accountability, and compliance.



Immediate ROI

Participants return with actionable strategies to apply right away.



Cost Breakdown Worksheet

Why attend	Estimated Cost	Notes
Registration Fee		
Travel		
Hotel (3 nights)		
Meals & Incidentals		
Subtract Scholarships or Other Discounts You Received		
Total Investment		

Talking Points for Verbal Justification

"The NIGP Leadership Summit will help me grow as a leader so I can better support our team and organization."

"I'll be learning proven strategies from experts and peers that I can bring back and put into practice right away."

"It's a chance to connect with other procurement leaders across the country and hear what's working for them — insights we may be able to adapt here."

"The content is focused on leadership, not just procurement, so it directly helps with decision-making, motivating staff, and driving results."

"I'll make sure to share what I learn with our team so the whole department benefits from the investment."

For Scholarship Recipients: "I received a scholarship which will help off-set the costs of me attending by \$XX amount".



Sample Justification Letter

Use this a template to customize and submit to your supervisor

Hi [Supervisor's Name],

I'd like to request approval to attend the NIGP Leadership Summit 2026, happening February 19–21 in Tucson, Arizona. This Summit is the leading leadership development event for public procurement professionals. It's designed to strengthen leadership skills, encourage collaboration, and provide practical strategies I can bring back to our organization.

The program is organized into three tracks — for emerging leaders, chapter leaders, and senior leaders — so the content is directly relevant and impactful.

Here's how our team would benefit from my participation:

- I'll come back with stronger leadership tools that can help improve our team's performance.
- I'll gain strategies for compliance, transparency, and better decision-making.
- I'll connect with peers from across the country who are facing similar challenges.
- I'll return with resources and insights I can share with our team.

The total cost is about [\$XXX], which covers registration, travel, lodging, and most meals. I believe this is a worthwhile investment that will pay off in improved leadership, fresh ideas, and stronger results for our agency.

Thank you for considering my request — I'm confident this opportunity will help me grow as a leader and directly benefit our team.

Best,

[Your Name]



ROI Tracking Template (Post-Summit)

Helps attendees demonstrate value after attending

Key Insights Learned	
Actions Items to Implement in Our Agency/ Chapter	
Team Members to Help/Share Insights with:	
Process Improvements Identified:	

