

STEMNoire 2025 Event Justification Letter

STEMNoire has developed a brief “justification” letter for you to share with your academic institution, organization, or supervisor to solicit financial support for attendance. Please be sure to customize or remove any template language highlighted in purple before sending.

Dear [RECIPIENT NAME],

I was accepted as a [Speaker/Research Presenter/Panelist] at STEMNoire 2025, a multidisciplinary research conference and wellness program, held June 26-29 in Miami, FL. The title of my presentation is [TITLE] and will explore [DESCRIPTION].

STEMNoire convenes Black women and non-binary people in STEM to foster community, facilitate collaboration, and enhance personal and professional outcomes. To date, they have served over 1000 women through their signature conference programming. STEMNoire programs are rich with targeted personal and professional development resources, such as poster and oral research presentations, keynote addresses, and interactive workshops, necessary for resilience in STEM education and the workforce.

The STEMNoire 2025 meeting program includes keynote research and wellness speakers, interactive workshops, engaging panel discussions, and research talks in both oral and poster formats. Some of the presentations I hope to attend at STEMNoire 2025 include [visit stemnoire.org/program and select 2-3 SESSIONS], which will support my research and further my professional development. In addition, I will [List 2-3 goals while attending and use action words]:

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As part of my attendance request, I am providing my anticipated reimbursable in-person expenses for registration, airfare, ground transportation, meals, and hotel, with a detailed breakdown attached [Information available on our website under Registration].

Thank you for considering support of my attendance at STEMNoire 2025. You can learn more at stemnoire.org/stemnoire-2025.

Regards,
[YOUR NAME]