

Dear

I am writing to request approval to attend the 41st National Child Nutrition Conference, taking place March 29-April 2, 2027, in Chicago, Illinois. For 41 years, this conference for CACFP, Afterschool Meals and Summer Food Service programs has been the premier professional development event for the child nutrition community.

In a field where regulations and guidance continue to evolve, staying current is essential. This conference provides direct access to the latest CACFP and SFSP guidance, policy updates and best practices; knowledge that is critical to protecting our programs and organization.

The five-day program includes over 150 hours of educational content across workshops, interactive sessions and networking opportunities designed specifically for child nutrition professionals. Both onsite and virtual attendance are available, allowing us to select the option that works best for our organization.

Attached is a cost estimate along with full details on what is included. Key benefits include:

- Connecting with 1,500+ peers, federal and state agency staff and child and adult nutrition leaders
- Earning 30+ CEUs applicable toward CACFP professional certifications (15+ virtually)
- Learning from 150+ experts across nutrition, program management, policy, compliance and more
- Exploring the Exhibit Hall and connecting directly with vendors and service providers in the child and adult nutrition space

Full program details, including speakers, sessions, pre- and post-conference academies and networking events, are available at [cacfp.org/conference](http://cacfp.org/conference).

The people we serve benefit when we bring our best. Attending this conference is a direct investment in the quality of care we provide every day.

Thank you for your consideration.

Sincerely,

# Invaluable *Benefits* of Attendance

Every year, the National Child Nutrition Conference brings together the child nutrition community for training, networking and resources that strengthen CACFP, afterschool and summer programs across the country. Below are the key benefits to consider when calculating the return on investment.



## Networking Opportunities

Networking is consistently one of the most valued benefits of the National Child Nutrition Conference. With 1,500+ attendees from across the country, you will connect with peers, share lessons learned and build lasting professional relationships. Dedicated regional and role-based meetups give you structured opportunities to engage with the people who understand the work you do every day.



## Expert-Led Sessions

With 150+ sessions spanning nutrition, program management, policy, compliance and more, the conference program is designed for child nutrition professionals at every level.

Keynote and featured speaker sessions set the tone for the week, while one-hour workshops cover the wide range of topics shaping the field today. Speed Sessions deliver focused, high-impact content in 30 minutes, and Academies offer multi-hour, in-depth learning in an intimate setting before and after the main conference. Shop Talks flip the format, giving attendees an opportunity to share their experience, ask questions and shape the conversation.



## Continuing Education Units (CEUs)

NCA awards CEU credit for conference workshop attendance, recognized by NCA's CACFP Certification Program. On-site attendees can earn 30+ CEUs; virtual attendees can earn 15+ CEUs.

All attendees receive a Certificate of Training Participation and access to sessions live and on-demand through April 30, 2027. Onsite attendees can add up to 13 additional CEUs through pre- and post-conference academies. The Academy of Nutrition and Dietetics also traditionally awards CPEUs.



## Connect with the Field

The Exhibit Hall connects you with the vendors, nonprofits and agencies shaping child nutrition, including USDA, the Institute of Child Nutrition, food service vendors, software providers, and training and accounting resources. It is one of the most practical parts of the conference, and one of the easiest places to find solutions you can bring back and put to use right away.

*“As leaders, we must improve today for a better tomorrow;  
and with this conference, you have started the pathway for us to succeed!”*



*Need more information?*

Visit [cacfp.org/conference](https://cacfp.org/conference) for more.

CACFP is an indicator of quality care.



# Estimated Cost Worksheet

Today's Date: 11/20/2026

## Conference Fees

Registration Fee (current rate based on today's date) ..... \$499.00

	NCA Member Rate	Non-Member Rate
<b>Advance</b> (Through Dec. 1)	<span style="border: 1px solid black; border-radius: 50%; padding: 2px;">\$499</span>	\$639
<b>Early</b> (Dec. 2 - Jan. 21)	\$599	\$719
<b>Standard</b> (Jan. 22 - Feb. 16)	\$689	\$809
<b>Late</b> (Feb. 17 - March 9)	\$759	\$879
<b>Onsite</b> (March 10 - April 2)	\$859	\$979

### Conference Add-ons

#### Preconference & Postconference Academies

	Preconference Rate	Postconference Rate
<b>Standard</b> (Through Feb. 16)	<span style="border: 1px solid black; border-radius: 50%; padding: 2px;">\$79</span>	<span style="border: 1px solid black; border-radius: 50%; padding: 2px;">\$59</span>
<b>Late</b> (Feb. 17 - March 9)	\$99	\$79
<b>Onsite</b> (March 10 - April 2)	\$149	\$129

Preconference Sessions ..... Rate \$79 x 2 # of sessions \$158.00

Postconference Sessions ..... Rate \$59 x 1 # of sessions \$59.00

## Travel Costs

Airfare (current fares based on today's date) ..... \$350.00

Baggage Fees ..... \$60.00

Transportation/Airport Parking/Rental Car ..... \$50.00  
(to & from airport)

Hotel Hyatt Regency Chicago (Conference Headquarters) ..... \$898.84

Standard: \$189.00 per night + 17.39% Occupancy Tax + 1.50% CTID Transaction Charge  
\$224.71 x 4 # of nights

Meals and Other Expenses ..... \$460.00

Meal Per Diem \$92\* ..... \$92 x 5 # of days

Other .....

**Total Estimated Cost of Attendance** \$2534.84

\*FY27 per diem rates will be released in August.



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Other .....

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