# **Business Case to Attend the EAUC Conference 2025**

We have developed the below business case template to support members if they require obtaining approval to attend the conference. Please feel free to edit as required. If you require any further information, please contact us at [info@eauc.org.uk](mailto:info@eauc.org.uk).

**Date of Submission:**

**Submitted by:**

**Job Title:**

**Department:**

### **Event Overview**

Conference: **EAUC Annual Conference 2025**

Dates: **24th – 25th June 2025**

Location: **Sheffield Hallam University**

Hosted by**: EAUC - The leading body for sustainability in the post-16 education sector**

Website: [**https://www.eauc-conference.org/**](https://www.eauc-conference.org/)

### **Purpose of Attendance**

I am seeking approval to attend the EAUC Annual Conference 2025. This event will provide critical professional development, practical tools, and opportunities to contribute to institutional progress on sustainability, climate resilience and net zero. All of which are increasingly under scrutiny by students, regulators and funders.

### **How This Aligns with Institutional Priorities and Regulatory Requirements**

* [Insert how this supports your institutional sustainability, EDI, and/or climate targets]
* [Insert specific strategy or programme alignment, e.g. Carbon Net Zero Plan, ESD goals]

**Benefits to the Institution**

* Direct alignment with our strategic goals on sustainability, climate resilience, digital development and equity.
* Cost-effective professional development at a time when CPD budgets are limited, this conference offers high-impact learning and value.
* Access to sector-leading expertise and case studies, with sessions led by nationally recognised leaders and peer institutions.
* Practical implementation-ready insights that can support both strategic planning and operational delivery.
* Networking and partnership opportunities that could lead to future collaboration or funding.
* Broader institutional impact, as I will share a full debrief pack with my team post-event to ensure wider learning.

### **Estimated Costs**

The EAUC Conference is competitively priced compared to other sector events, offering excellent value for money while delivering high-quality, relevant content and sector-leading expertise. EAUC members also receive a discount on the prices.

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| --- | --- |
| Item | Cost |
| Conference Ticket | £ |
| Travel | £ |
| Accommodation (if needed) | £ |
| Expenses (sustenance) | £ |
| Total | £ |

### **Return on Investment**

Following the conference, I will produce a post-conference summary with key takeaways and resources. I will:

* Identify at least three actionable initiatives, tools, or approaches that can be applied locally to enhance our sustainability work.
* Connect with 2–3 institutions facing similar challenges to explore opportunities for collaboration, joint projects, or knowledge exchange.
* Make one practical recommendation for implementation within [Insert team/department name] that aligns with our sustainability and climate resilience priorities.
* Where appropriate, deliver a brief internal presentation or debrief to share insights and foster wider organisational learning.

This will help ensure that the investment benefits not only my own development but also contributes directly to team knowledge, project delivery and sector benchmarking.

### **Relevant Conference Sessions and Strategic Alignment**

To ensure maximum relevance and impact, I have reviewed the draft programme and identified the following sessions that directly support our team’s/institution’s strategic priorities:

|  |  |  |
| --- | --- | --- |
| Session Title | Strategic Priority/Challenge Addressed | Expected Benefit or Application |
| [e.g. Realigning Net-Zero Targets] | [e.g. Net Zero, Curriculum, Digital Innovation, Equity & Inclusion] | [e.g. new approaches, case study insights, partnership opportunities] |
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### **Risks of Non-Attendance**

* Missing out on national developments, guidance, and best practice in sustainability and climate planning
* Reduced institutional visibility and representation in a key sector event
* Missed opportunities for partnerships or future project funding

### **Request for Approval**

I request approval to attend the EAUC Annual Conference 2025 and believe this will support both my professional development and our institutional goals.

### **Approval**

Signature……………………………………………………………………...................................

Printed Name .................................................................................................. Department……………………………………………………………………………………….…………

Job Title…………………………………………………………………………................................. Date………............................................................................................................