

Subject: Request for Funding – IHI Improvement Coach Program

Dear [Supervisor's Name],

I'm writing to request your support to attend the **Institute for Healthcare Improvement's (IHI) [Improvement Coach Professional Development Program](#)**, beginning March 4, 2027. This program directly aligns with our commitment to improving patient safety, operational efficiency, and staff engagement.

As you know, defects and inefficiencies in healthcare systems not only compromise patient outcomes but also strain resources, reduce revenue, and impact staff morale. To address these challenges sustainably, we need to build internal capacity for improvement—and that starts with equipping leaders with the right tools and methodologies.

The IHI program is a rigorous, experience-based training designed for professionals who coach improvement teams. It's led by internationally recognized faculty and tailored for leaders like myself who strive to support improvement efforts regularly. By participating, I will gain advanced skills in:

- Applying the **Model for Improvement** to guide projects from concept to implementation
- Coaching teams through **PDSA cycles**, identifying high-leverage changes, and implementing them effectively
- Using data for improvement, including interpreting **run charts** and other key tools
- Facilitating teams with strong communication, decision-making, and culture-building techniques
- Teaching improvement skills in real-time to accelerate team progress
- Understanding how to **sustain, spread, and scale** successful changes across the organization

The program includes thirteen 3-hour live virtual sessions, asynchronous learning, and access to expert faculty office hours—totaling approximately 40 hours of professional development. The cost is **\$5,495**, and continuing education credits are available for clinical professionals.

This investment will not only enhance my ability to lead and coach improvement initiatives but also strengthen our organization's capacity to deliver safer, more efficient, and patient-centered care. I'm confident the skills gained will translate into measurable improvements in our systems and outcomes.

Thank you for considering this opportunity. I'd welcome the chance to discuss how this aligns with our strategic priorities and how I can apply the learning to benefit our team and organization.

Best regards,
[Your Name]