



THE CITY OF SAN DIEGO

DATE: April 6, 2011

TO: Honorable Members of the Audit Committee

FROM: Eduardo Luna, City Auditor 

SUBJECT: **Request for Approval to Attend Executive Education Program**

I have been accepted to the prestigious Senior Executives in State and Local Government, an Executive Education program at Harvard University's John F. Kennedy School of Government. This educational program is scheduled to take place between July 11, 2011 and July 29, 2011.

The program curriculum focuses on leadership, cooperative governance, decision-making, public/private partnerships, fiscal economics, and negotiation. During this program, I will be immersed in an intensive, challenging, and stimulating learning experience and will have the opportunity to interact with a diverse and accomplished group of peers. Further, this program will help me fulfill training requirements under Generally Accepted Government Auditing Standards.

Program participants are encouraged to remain free from office responsibilities during the duration of the program. Accordingly, in my absence, office responsibilities will be handled by Assistant City Auditors Chris Constantin and Kyle Elser.

The estimated expense of this program is \$11,200. This expense includes program fees, food, lodging, and program materials. Program and travel expenses will be paid from the Office of the City Auditor's budget.

I believe this educational program provides a professional development opportunity that is valuable to my office. Therefore, I respectfully request your approval to attend this program. Thank you for your consideration.