

GHGMI CAPSTONE ACADEMY 2027

Making the Case to Your Employer

A guide for requesting support to attend · March 15–17, 2027 · Missoula, Montana

Photo: Ivan Kokoulin / Photospirit

If your employer is covering the registration fee, you will want to emphasize what the organization gets in return.

Yes, the Greenhouse Gas Management Institute (GHGMI) Capstone Academy is a professional development opportunity for you, but it's also an investment in the GHG management challenges your organization is already working to address.

Participants arrive with a real-world challenge, such as a Scope 3 screening, base-year recalculation, verification readiness plan, or supplier engagement strategy. Before the Academy, they work one-on-one with an instructor to refine their focus. During the three-day program, they collaborate with peers facing similar challenges, receive individualized guidance from GHGMI faculty, and develop actionable next steps.

What your organization gets

A peer-tested plan for a current priority

Rather than returning with knowledge alone, participants bring back a more developed approach to work already on their desk.

Individualized expert guidance

A one-on-one session with an instructor before the Academy, and time with GHGMI faculty throughout the three days.

Skills that carry forward

Stakeholder engagement, cross-departmental collaboration, communicating the business value of GHG management, and developing credible climate claims.

A network and a method

Access to GHG practitioners across sectors, plus collaborative problem-solving methods participants can use with their own teams.

What it costs

Registration fee	US$3,000, paid as a US$500 non-refundable deposit by December 16, 2026, and a US$2,500 balance by January 16, 2027
Included	Instruction, all course materials, lunches and snacks for all three days, a welcome reception, a group dinner, field trips and their transportation, and enrollment in a GHGMI online course
Budget separately	Travel to and from Missoula, accommodations, breakfasts and other meals, transportation outside Academy activities, and personal incidentals
Ways to save	A US$300 discount for the first 10 companies that register two or more employees. Seats can also be transferred to a colleague at no cost before February 16, 2027.
Time away	Travel on Sunday, March 14, the program Monday to Wednesday, March 15–17, and travel home on Thursday, March 18. Before the Academy, a one-page summary of your challenge and one call with an instructor.

A ready-to-edit email for your manager

Copy this into an email, fill in the highlighted parts, and attach the program brochure.

Subject: Request to attend the GHGMI Capstone Academy, March 15–17, 2027

Hi **[manager's name]**,

I'd like to attend the Greenhouse Gas Management Institute (GHGMI) Capstone Academy in Missoula, Montana, from March 15 to 17, 2027. It's a small, three-day workshop for experienced GHG practitioners, built around a real challenge that each participant brings from their own work.

I would bring **[our challenge, such as our first Scope 3 screening or our supplier engagement plan]**. Before the workshop, I'd work one-on-one with an instructor to sharpen the focus. During the three days, I'd test my approach with peers and GHGMI faculty, and I'd expect to come back with **[the outcome, such as a refined work plan or a clear way forward]**.

The registration fee is US$3,000, which covers instruction, materials, lunches, field trips, a group dinner, and a GHGMI online course. Travel, lodging, and other meals would come to about **[estimate]**. If **[colleague's name]** joined me, we could qualify for a US$300 group discount.

Registration closes on December 16, and a US$500 deposit holds a place. Could we talk about it this week? I've attached the program brochure.

Thank you,
[your name]

Questions? Email Registrar@ghginstitute.org or visit ghginstitute.org/capstone-academy.