

**JOINT FORCES HEADQUARTERS INDIANA**  
**Civil Military Affairs**  
**2002 S. HOLT ROAD**  
**Indianapolis, Indiana 46241**

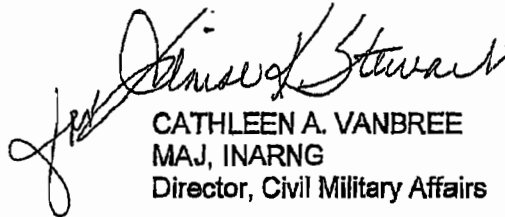
JFHQ-IN-J9

9 March 2009

MEMORANDUM FOR PURCHASING AND CONTRACTING

SUBJECT: LETTER OF JUSTIFICATION

1. Family Programs Annual Conference is scheduled for 31 Jul - 1 Aug 2009.
2. Kate Adamson is a speaker that will speak to a mixed audience of caretakers, FRG Chairs, Service Members and volunteers. She trains all listeners on how to persevere with issues related to family, Service Members and specifically Wounded Warriors. FP annual conference has a health focus this year. Kate Adamson is the most all encompassing trainer that can speak on all issues that our conference is about. I have personally seen / heard her speak and she is wonderful - perfect for our conference!
3. Point of contact is Denise Stewart at 247-3300 x85451.

  
CATHLEEN A. VANBREE  
MAJ, INARNG  
Director, Civil Military Affairs