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Application

Process: 2022 Truckee Tahoe Airport District Agency Partnership Request
Process

  Public Profile

- [Contact Info](#)
- [Request](#)

Applicant:

Missy Mohler

missy@4swep.org

530-583-1430

P.O. Box 1602

Tahoe City, CA 96145

[Contact Email History](#)

Organization:

Sierra Watershed Education Partnerships

91-1848359

530-583-1430

PO Box 1602

Tahoe City, CA 96145 US

If your organization information does not appear correct, please click the edit (pencil) icon.

Question List

- [Eligibility](#)
- Application

Due by 07/31/2022 05:00 PM PDT.

Fields with an asterisk (*) are required.

INTRODUCTION AND REQUEST OVERVIEW

Thank you for your interest in the Truckee Tahoe Airport District's Agency Partnership Program. Please note the following as you complete your application.

- Questions marked with an asterisk (*) are required.
- There are additional requirements to be met if an agency partnership is agreed upon. Please read this section carefully and check your acceptance of each.
- Please provide the most current financial information requested.
- If you run into limitations uploading a file due to its size please contact the program administrator at phyllis@ttcf.net

Name of Authorized Representative

Missy Mohler

Authorized Representative's Email Address

missy@4swep.org

Phone Number

5305831430

Project Name*

Tahoe Truckee Emission Reduction Partnership: Phase Two

Name of Proposed Public Agency Partner

Tahoe Truckee Unified School District (This project also includes work with Town of Truckee/Keep Truckee Green/Nevada County and Placer County)

Public Agency Partner Contact Name

Todd Rivera, Vice Superintendent, Tahoe Truckee Unified School District. Contact information: Todd Rivera TRivera@ttusd.org, 530-582-2541

Amount of TTAD Request*

50,000.00??

Amount of Agency Partner Contribution*

Value of partnering agency's anticipated direct investment, funding, or in-kind contribution

\$46,984.00

Overview of Potential Agency Partnership Request*

Please provide a detailed description of your request, including the following:

- Program/ project/event description
- Program/project/event potential date(s) and/or timeline as appropriate
- Partnering agency's anticipated direct investment, funding, or in-kind contribution

- Benefit to applying nonprofit organization, if applicable
- Benefit to partnering public agency
- Benefit to the Airport District's constituents (how your request will build value for the Airport District and/or reflect the District's mission)
- Any other public benefit to be provided

SWEP's 2022 Partnership Request is a continuation of the work that SWEP is currently doing with the Tahoe Truckee Emission Reduction Partnership with TTAD. To continue our shared goal of reducing our local methane and carbon emissions, SWEP has a two-part plan for the year 2023.

Our first goal is to continue the work reducing methane emissions and compliance with the California state law SB 1383, which requires recovery of all edible food by 2025. To accomplish this goal with TTUSD schools, SWEP will utilize the three R's framework (Reduce, Reuse, Recycle). This project will expand on the food waste recycling efforts implemented with TTAD support in 2022 to include reducing food waste and reusing (sharing) food. Food waste reduction will be achieved through education and outreach to TTUSD students, teachers and staff. Students will be taught the components of a healthy meal and offered an opportunity to make lunch selections that constitute a healthy meal (currently there is little to no education on what students must take which creates more food waste and higher cafeteria cost). Current lunch service does not include student choice and students are served menu items that in many cases, they have no intention of eating. Through education and outreach TTUSD food services can offer students more choice, thereby ensuring students are taking items they intend to eat and reducing food waste. Reusing food (food sharing & food recovery) will require implementing specific "food share" tables in each TTUSD cafeteria. These food share tables are a safe place for uneaten food to be collected to be served at another time at the school site or to be potentially shared with community food banks like Sierra Community House. The tables include cold packs, trays and signage on rolling carts. This new, but important step will also require time spent understanding food sharing regulations and safety requirements, training staff and educating and empowering students on how and why this is important and what can and cannot be shared. This step is a big addition to the cafeteria, but has the potential to reduce many pounds of food wasted each day at our schools.

Our second goal is to support school-wide zero waste initiatives. Over the last several years, TTUSD school sites returned to single-use disposable food service items due to COVID related safety precautions. SWEP has been asked to support TTUSD school cafeterias with the re-implementation and expansion of reusables. Our support would include: 1) coordination with TTUSD administrators, food services and custodial services, 2) education and outreach with TTUSD students, teachers and staff, 3) obtaining necessary equipment and supplies for re-implementation and expansions efforts, and 4) actual implementation of reusables and oversight throughout the school year. Reusables

will include trays and utensils as well as the addition of reusable cups. Some participating sites will also need kitchen equipment to facilitate the use of reusables. For example, school sites will need additional dishwashing machines and milk dispensers. Milk dispensers (and reusable cups) would be an expansion of the reusable program and will reduce the use of non-recyclable milk cartons as well as reduce refrigerated storage and deliveries of milk). We would hope to continue our Bento Box program to offer these reusable lunch containers with TTAD logos to all first graders to encourage “zero waste” practices. Another expansion of this goal is to ensure that all campus meetings, celebrations and events are zero-waste. To do this SWEP would like to provide each school site with an event/party “green box” that includes reusable dishware (plates, bowls, cups & cutlery). These “green boxes” would ensure that all TTUSD school site functions (PTO meetings, staff meetings, class parties, school-wide events) are zero-waste. The “green boxes” can include TTAD community partner stickers on them to ensure recognition. These zero waste goals and initiatives have been requested by the head of TTUSD kitchen services, administrators, teachers and students and are therefore supported. However, they require funding to bring them to fruition, which is why TTAD support is crucial.

Fall 2022

- Continuation of Emission Partnership Year/Phase 1 - Food waste recycling expanded to TTUSD schools that have yet to implement

Winter 2023

- Zero waste and food waste education and outreach continue in January 2023 through our sustainability clubs.
- Education and outreach materials for food waste reduction created with input from sustainability club students.
- Share table construction, marketing materials and signage created with input from sustainability clubs students.
- Purchasing of approved reusables and equipment for TTUSD cafeterias
- Implement existing reusables at school sites (trays & utensils)
- Implement school “green box” programs to ensure each TTUSD site has access to reusables for meetings, celebrations and events.

Spring 2023

- **Pilot program of food waste reduction and food recovery share tables implemented at 1-2 elementary schools (to learn and fix any issues that come up before impending everywhere)**
- **Implementation of acquired reusables with proper education and outreach to students, as TTUSD staff allows**
- **Implementation of acquired cafeteria equipment**

Fall 2023

- **Implementation of food recovery share tables to all schools**
- **Continual monitoring and education of reusables, food waste separation and food sharing, which will include beginning of school support**

This project benefits SWEP by supporting our vision of students, working collaboratively with community partners and teachers to address relevant environmental and social issues. The goals we have outlined will empower students with clear steps they can take at school and then at home to improve the environment through zero waste efforts.

Our partnering agencies: TTUSD, Town of Truckee & Placer County benefit from this project by being able to rely on SWEP to implement and manage waste reduction initiatives in TTUSD schools that comply with state and county regulations and community goals. These agencies are able to utilize SWEP's existing programming, long-standing partnerships and educational expertise to ensure that emissions reduction occur through successful implementation of zero waste initiatives at all TTUSD school sites. SWEP has a long standing record of partnering to create positive change in our community and empowering students to take action to protect the environment.

TTAD's constituents will benefit from reduction of local methane and carbon emissions, less waste in our local landfills, and educated and empowered youth that take what they learn home to share with family and friends to further their impact.

Agency Partnership Efforts

To better understand your process undertaken for this request:

- For nonprofit applicants, please explain efforts or outreach you made to the partnering agency and any other agencies, whether successful or not, in furtherance of your proposal.
- For public agency applicants, describe your efforts to move your proposal forward and obtain your board's approval.

Phase 2 of the Tahoe Truckee Emission Reduction Partnership will allow SWEP to continue our longstanding partnerships with TTUSD, TOT and Placer County. In phase one, SWEP worked with partners to establish common goals and systems for achieving these goals. Phase 2, will allow SWEP to continue to build on the foundation we have built to expand our emission reduction efforts. SWEP received letters of support from each partner at the beginning of this project. All parties have remained satisfied and enthusiastic about continuing the partnership, as the work SWEP has exceeded expectations for phase 1 as demonstrated in the interim report.

- **SWEP has had a partnership with TTUSD for over 27 years. SWEP has presented at many TTUSD board meetings, and have had active contracts annually for the last decade specifically in the area of sustainability and waste management; any formal motions or resolutions to our partnership happened many years ago. Our partnership is long standing and mutually beneficial.**
- **Placer County: we have had several years of contracts and successful partnership.**
- **The Town of Truckee partnership: is very active and over 15 years strong. The Town of Truckee annually has a resolution every Earth Day with SWEP.**

SWEP has 3 solid public agency partnerships in this project presentation, all of which have written clear letters of support, stating the strength of our partnership, our common goals with this project and with emission reduction as well as a commitment with our contracts.

5,000 characters left of 5,000

District Recognition*

How will the Airport District be recognized?

The Airport District will be recognized in all our outreach and social media around this partnership. When we hold school lunch waste pilots we will place a banner in the cafeteria. We would also be happy to post acknowledgement in newsletters, at our science assemblies and on our website. We will also write and publish a blog about the work done through this partnership and its effect on our schools, the community and the environment. Finally, if certain items on our budget (such as share tables and reusable dishware) are approved we would hope to place logos of partners involved in the partnership on items handed out or presented. In addition, SWEP would be happy to share our folder of photos with TTAD to use freely as needed. Photos are of local students making a difference with the TTAD logo in the frame.

2,500 characters left of 2,500

Measuring Success*

How will you know if your program or event is successful? Please be as detailed as you can with the anticipated results, this may be a mix of both qualitative and quantitative information and define the outcomes expected over the long-term.

Examples of outcomes include

- Increase in access to services
 - Changes in knowledge, awareness and soft skills
 - Reduction in green house gas emissions
-
- **Reduction of food waste generated during TTUSD meal service and therefore a reduction in greenhouse gas emissions in our region and state.**
 - **Successful food waste recycling program with reduced contamination of organic waste dumpsters with the district, which equals cost savings.**
 - **Reduction in greenhouse gas emissions through reduction in general waste going to the landfill through zero waste initiatives at lunches and breakfasts.**
 - **Reduction in greenhouse gas emissions through supporting school cafeterias with the return of reusables (washable silverware, trays, milk dispensers, etc..), as many schools went to single-use during COVID.**
 - **Students, staff, teachers and administrators will have a deeper understanding of why we need to make these important changes through SWEP's education and outreach programs. Empowerment results in greater action.**

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Metric #1

Based on your organizational capacity please list the quantifiable outputs or units of measurement that you intend to track over the course of your partnership plans. These outputs or units of measurement should help tell the story of your community impact and should be quantifiable and tailored to your project. Examples include unduplicated clients served, participants attending, miles of trail built, acres cleared, etc.

Please list no more than 3 key metrics that you will track over the duration of the award term and your top line goals. For example:

- *50 households will receive direct outreach as a result of the project*
- *200 students will be served with on-campus supports*
- *300 acres of parkland will be maintained*

Please indicate the unit of measurement from the selections below.

Unduplicated Individuals Served (Clients, Patrons, Students etc.)

Other metric #1 description

If you selected "Other" as the unit of measurement in Metric #1 please state it here.

If you selected one of the standard units of measurement provided, please skip this field.

Metric #1 Projected

Please state the projected numbers

4,000 students

Metric #2

Please indicate the unit of measurement from the selections below.

OTHER

Other metric #2 description

If you selected "Other" as the unit of measurement in Metric #2 please state it here.

Schools Reached

If you selected one of the standard units of measurement provided, please skip this field.

Metric #2 Projected

10 schools reached

Metric #3

Please indicate the unit of measurement from the list below

OTHER

Other metric #3 description

If you selected "Other" as the unit of measurement in Metric #3 please state it here.

As of spring 2022 at Kings Beach Elementary,, SWEP's food separation tables are separating 25 gallons of food waste to be saved from the landfills to be diverted to be composed each day. With

the implementation of food share tables and food requirement education SWEPEP hopes to go further and reduce the amount of food going to waste.

If you selected one of the standard units of measurement provided, please skip this field.

Metric #3 Projected

We aim to reduce the amount of food wasted by more than a third. From 25 gallons (5 buckets) to 15 gallons (3 buckets) of food wasted each day. This would then be projected waste reduction across all schools. If 10 schools create 250 gallons of food waste a day, we aim to reduce this to 150 gallons of food waste each day.

All that can fit in form:

= Gallons reduced of food thrown out= 100 gallons reduction

Prior Funding Request*

Have you requested funding from Truckee Tahoe Airport District before?

Yes

If yes, when? 2021 application cycle

Prior Recipient

If yes, has a prior request been funded?

Yes

ELIGIBILITY CHECKLIST

AGENCY PARTNER INFORMATION

Agency Partnership Endorsement*

Agency Partnership must be endorsed, through a formal motion or resolution with findings approved by the governing board of another local public agency with an elected or appointed board. Nonprofit and community organizations are eligible when in partnership with a local public agency, and are named as such in the formal motion or resolution.

Yes

Content of Approved Motion*

The motion approved by the partnering public agency governing board should:

- Describe the public benefit of the request and/or partnership opportunity
- Outline what the partnering agency intends to contribute to the request
- Express support for the requested event, program, or project
- If applicable, name the partnering nonprofit organization

Yes

Approved Motion or Resolution

Please upload a copy of the approved formal motion or resolution.

Upload a file

[3 MiB allowed]

APPLICANT INFORMATION

Applicant is not a State or Federal Agency

No

Applicant does not promote religious purposes

NOTE: Religious organizations are not excluded from Agency Partnerships; however, the purpose of the program must be as described in the definition section of TTAD's Policy Instruction 311 and shall not serve to promote a religious message as the primary purpose.

No

Applicant is not a political organization and/or individual campaign

No

Applicant does not discriminate

Applicant does not discriminate on the basis of age (40 and above), race, religion, gender, gender identity or gender expression, sexual orientation, genetic information, marital status, disability, ancestry, or national origin.

No

Applicant is not an individual

No

Applicant is not a for-profit organization

NOTE: If the applicant is a for-profit organization holding fundraiser programs, they must identify a 501(c)(3) or California not for profit corporation as the recipient of the program proceeds and provide acknowledgement of receipt of said proceeds from that nonprofit organization.

No

Applicant's program/events provide public benefit

Applicant's program or events must provide a benefit to the Airport District's constituents or those living in the District's sphere of influence. Applicant's program or events must also principally serve Airport District constituents.

Yes

Applicant's program/events are open to the public

Applicant's program or events must be open to the public and charge only nominal and reasonable participant fees where such fees and associated revenue are used to offset program costs or are part of the fundraising effort.

Yes

Applicant to make public presentation to Airport Board

Applicant is willing to present, in a public forum, a presentation describing the request to the Airport District's Board of Directors.

Yes

Applicant is not a party to a lawsuit involving the District

Applicant is not an individual or organization or public agency that has been named in a lawsuit involving the District or have pending or threatened litigation with the District.

No

Applicant is of upstanding moral and public character

Applicant has a fiduciary responsibility to maintain a public image that corresponds with that of the District's mission and core values.

Yes

REQUIREMENTS OF POTENTIAL PARTNERSHIP

If an agency partnership is agreed upon, the applicant must also agree to do all the following (failure to do so will result in future ineligibility for a period of two years from written notice):

Obtain all required documents*

Obtain all required permits, clearances, insurance, and program authorizations within time constraints and in compliance with local, State, and Federal laws and any applicable Truckee Tahoe Airport District policies and procedures.

Agree

Acknowledge TTAD Support*

Permanently acknowledge the support of the Truckee Tahoe Airport District where appropriate, and include on all printed information and advertising related to the event/program for which partnership support was provided the following statement: "**Major funding provided in part by the Truckee Tahoe Airport District**" or other logo approved by the General Manager.

Agree

TTAD Sponsor Booth*

Allow the District to have a sponsor booth at the program/event if the Truckee Tahoe Airport District so desires (at programs/events where a sponsorship booth is appropriate) for the purposes of distributing information regarding the programs and community services the District provides. This booth shall be provided at no cost to the District. If necessary, the District will provide its own booth and setup.

Agree

TTAD Banner*

Partnership recipients must agree to erect a banner (if appropriate) recognizing the District's support of the event/program. This banner shall be erected at the facility for the duration of the program, event, facility, or equipment. The verbiage of the banner shall be determined by the General Manager. The actual banner, if not provided as part of the sponsorship, will be provided by the Truckee Tahoe Airport District in accordance with the size requirements of the event or program.

Agree

TTAD Sponsorship Benefits*

Provide the District with whatever benefits are afforded other sponsors of similar sponsorship or partnership levels (i.e., logo display, sponsor table, advertising benefits, etc.).

Agree

Public Benefit*

The public agency receiving such funds shall extend any and all benefits, discounts, or access to the facilities that are extended to the residents of the public agency to all residents of the Truckee Tahoe Airport District on the same terms and conditions.

Agree

In cases of a significant financial partnership commitment, if funding is approved, the District shall require, as a condition of providing such funding assistance, all of the following:

Public Benefit for TTAD Residents*

The public agency receiving such funds shall extend any and all benefits, discounts, or access to the facilities that are extended to the residents of the public agency to all residents of the Truckee Tahoe Airport District on the same terms and conditions.

Agree

Permanent Acknowledgement*

Permanent acknowledgement of the Airport District's participation to the District's satisfaction.

Agree

District Release and Covenant Not to Sue*

The recipient of funds execute in favor of the District a Release and Covenant Not to Sue by the Aircraft utilizing the airport or the fund recipient's use of the District's real property, fund recipient as to:

- Any claimed damages or adverse impacts of the Truckee Tahoe Airport,
- Aircraft utilizing the airport or the fund recipient's use of the Airport's real property,
- Any land use restrictions or increased structural requirements imposed by the Truckee Tahoe Land Use Commission's Compatible Land Use Plan, whether currently in effect or as may be later adopted.

Agree

PROGRAM/PROJECT/EVENT BUDGET

Program/Project/Event Budget

[Please download this Budget Form for your program/project/event, complete the form, save the file, then upload the completed form below.](#)

Quick tip: *The budget form will only show as uploaded after you save your application. Scroll to the bottom of the application and click to save, then complete the rest of your application as needed before submitting.*

Upload a file

[2 MiB allowed]

SUPPORTING MATERIALS

Evidence of Tax Exempt Status, if applicable

For nonprofit applicants, please upload proof of your tax exempt status such as your IRS Determination Letter.

Proof of tax exempt status is not required for applicants from partnering public agencies.

NOTE: If identifying a 501(c)(3) organization as recipient of your program proceeds, upload their proof of tax exemption here.

Upload a file

[2 MiB allowed]

Total Operating Budget Dollar Amount*

Annual Operating Budget*

Please upload your operating budget for the current fiscal year, with a year to date budget to actual comparison, if possible.

Upload a file

[2 MiB allowed]

Financial Statements*

Please upload your **most recent annual financial statements** from your **latest complete fiscal year**.

For 501c3 nonprofit applicants audited statements are preferred, however, it is more important that the statements be recent. Please include:

- Statement of Revenue and Expenditures (Income Statement)
- Statement of Financial Position (Balance Sheet)

- Statement of Functional Expense, if available (Total Expenses categorized into Program, Administrative, and Fundraising)

For Public Agencies the most recent Annual Comprehensive Financial Report (ACFR) should be provided. Please include:

- Introductory Section
- Financial Section
- Statistical Section

Upload a file

[3 MiB allowed]

If you need more than one file for your financial statements, please upload the additional file(s) below:

Upload a file

[3 MiB allowed]

Upload a file

[3 MiB allowed]

Letters of Support and/or Other Supporting Materials

While this is not mandatory, you may use this section to upload any optional materials you wish to share to further supplement your proposal. This can include pictures, letters of support, links to other sources for more information, etc. Because of overall file size constraints for this process, please combine multiple letters of support into one file before uploading. You may use the text area below for any clarifying notes for your attachments. NOTE: If your attachments exceed the file size allowed, contact phyllis@ttcf.net.

Bold

Italic

Underline

Ordered List

Unordered List

2,500 characters left of 2,500

Upload a file

[3 MiB allowed]

Upload a file

[2 MiB allowed]

GOVERNANCE

Number of current board members:*

Number of times the board meets annually:*

Percentage of board who regularly attend board meetings:*

Percentage of board who give money to your organization:

Response required for nonprofit applicants, but not applicable to public agency applicants.

Board of Directors

Please list below or upload a list of your Board of Directors.

Bold

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Ordered List

Unordered List

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Upload a file

[2 MiB allowed]

Due by 07/31/2022 05:00 PM PDT.

Abandon Request

Save Application [Submit Application](#)

Grant Management Software provided by Foundant Technologies © 2022

-BUDGET NUMBERS:

Utensils:

From KAT: About \$40/case each case has 12 dozen. how many to get started? or how many to refill ongoing? To get started, use the site population for each elementary school times 2 to have restock options.

Enough for all elementary schools: $1674 \text{ students} \times 2 = 3348$

144 in a box

=24 boxes of utensils needed $\times \$40$

=**\$960**

Professional signage/graphics on what must take from cafeteria - 5 components, with magnetic foods so kids know what is on the menu for today

Consulting about food share tables

Reusable dishware -

<https://www.preserve.eco/collections/tabletop/products/shareware-on-the-go-tableware-pack-for-60>

Preserve:

60 piece set for \$165 (2 per site, including district office) x 2 = 330 x 11 = 3,630

- Plates:
 - [porcelain coated steel](#): \$13 (11" can chip)
 - Brushed stainless steel: \$15 (13")
 - Melamine: \$4 (10" may be less with bulk ordering)
- Cups
 - Porcelain steel : \$10
 - stainless steel tumbler: \$20
 -
- Bowls
 - Porcelain steel: \$14
 - stainless steel: \$2.29
 - Melamine: \$1.20

Milk dispensers - one, please find silverking 2 nipple dispenser or 3; doesn't matter but we need at least 2.

- [\\$3,444](#) x 2 = \$6800

2 new dishwashers- one for Alder Creek and another for Glenshire Elementary.

Share table needs? nice signage/photos, carts, buckets etc would be ideal. Marketing materials in the cafeteria would be awesome. Paying for a professional designer to create signage focused on reducing waste, picking only the items they want to eat, highlighting salad bars, etc would be appreciated.

- Rolling cart \$160 x 8 (one for each school)= \$1280
- Bins \$4 x 4 (4 for each school) = 16 x 8 = \$128
 - Cold items, hot items, fruits and veggies, packaged items (wrapped bars, chips, etc...)
- Large Cold packs \$32 x 2 = \$64 x 8 = \$512
- Signage \$400
- Coolers: 1 per site: \$200 x 8= \$1600
- Total =\$3400 + time = \$6000

A 3 door freezer for Tahoe Lake (\$15,000), we need a 2 door refrigerator for Glenshire elementary (\$7,000 each) and for SELS, and a new milk cooler for Truckee High School.

Most found on www.webstaurantstore.com