

March 10<sup>th</sup>, 2022

**Sent Via Email**

Attention:  
Kat Soltanmorad  
Tahoe Truckee Unified School District

**RE: Memorandum of Understanding (MOU) between Tahoe Truckee Unified School District and Friends of the Earth**

Dear Kat Soltanmorad,

In providing Tahoe Truckee Unified School District with \$1,000 as a recipient of the Plant-Based Microgrant Fund designed to increase student consumption of plant-based school meals and promote and expand plant-based menu development. Friends of the Earth asks that Tahoe Truckee Unified School District participants in the following activities:

- Complete the activities outlined in Tahoe Truckee Unified School District's Plant-Based Microgrant proposal, including:
  - Test 5 new plant-based entrees for the 21-22 school year and place plant-based entrees on the menu at least once each 4-week menu cycle. By August 1, 2022, 5 new entrees will have been tested and placed on the menu at least once each month up to August (school year and summer school menus).
  - If student preference indicates plant-based items are popular, Tahoe Truckee USD will menu plant-based items twice per 4 week menu cycle and part of the recipe rotation for the 22-23 school year.
  - Purchase kitchen equipment to better process and create new plant-based entrees.
  - Work closely with Tahoe Truckee USD's student "Green Teams," who support reducing waste and improving sustainability in our cafeteria's, to lead taste testing for new plant-based entrees.
  - Collect student feedback data on plant-based entrees, using tablets for students to respond to "hit" or "miss" with a comment section for what they liked or did not like about the plant-based entrees.
- Share measurable impacts of expansion of new plant-based meals and/or increased uptake in plant-based school menu offerings by June 1<sup>st</sup>, 2022.
- Provide Friends of the Earth with two 30-minute check-in call updates before June 1<sup>st</sup> 2022 (March 2022-June 2022).
- Provide Friends of the Earth with a written summary about the impact of the activity funded, including increased consumption of plant-based meals or expected increase of plant-based meals on the Fall 2022 menu as a result of the grant and 3-5 pictures by June 1<sup>st</sup>, 2022.

As part of the school food partnership, Friends of the Earth will be available to provide additional staff support for helping Tahoe Truckee Unified School District meet the goals of their Plant-Based Microgrant Fund. Staff support may include, but will not be limited to the following:

- Provide 1:1 expertise and technical support on plant-based menu development including sharing popular plant-based recipes, taste testing strategies, and procurement support.
- Assist with connection to plant-based educator resources, culinary trainings, graphic designers, menu development experts, as needed.
- Assist with student and family engagement support plant-based school meals, as needed.
- Designing materials highlighting the environmental impact of Tahoe Truckee Unified School District's plant-based menu shift.
- Assist with identification of additional funding, educator resources and marketing materials to expand Tahoe Truckee Unified School District's Plant-Based Microgrant program.
- Connecting school district with other available partners and programs that align with the goals of Tahoe Truckee Unified School District's Plant-Based Microgrant program.

If Friends of the Earth determines that Tahoe Truckee Unified School District has failed to properly perform the work or comply with the majority of the terms of the MOU, Friends of the Earth will advise Tahoe Truckee Unified School District in writing and Tahoe Truckee Unified School District will have 60 days to take corrective action. If such notice is given, Tahoe Truckee Unified School District shall take all reasonable steps to forward updates on program activities to Friends of the Earth. Based on the amount of work completed prior to the date of termination, Friends of the Earth may request that Tahoe Truckee Unified School District reimburse a prorated portion of funding.

We also request that Tahoe Truckee Unified School District undertake these activities from the present time until June 30<sup>th</sup> 2022; and that we work to maintain an open line of communication in discussing the above over that time period.

Please indicate acceptance of these terms by signing and returning by email.

Thank you,

Signature line

\_\_\_\_\_

Lisa Archer  
 Director, Food and Agriculture  
 Friends of the Earth

Date: \_\_\_\_\_

Signature line (completed by district)

*Kat Soltanmorad*  
 \_\_\_\_\_

Kat Soltanmorad, RDN  
 Director, Food and Nutrition Services  
 Tahoe Truckee Unified School District

Date: \_\_\_\_\_

**To be completed by School District:**

1. **The check/ payment from Friends of the Earth should be made out to (Name):  
TTUSD Services**
  
2. **The check/ payment from Friends of the Earth should be mailed to (mailing  
address): TTUSD Food & Nutrition Services, 11603 Donner Pass Road, Truckee  
CA 96161**
  
3. **Please indicate what days/times you are available the week of March 28th and/or  
April 4th for your first 30-minute check in call with Friends of the Earth.**

**-Wednesday March 30: 6:30 am -10 am PST**

**-Thursday March 31: 6:00 am -8:45 am & anytime after 10:30 am PST**

**-Friday April 1: anytime**