

Memorandum of Understanding

2025PENEP-1

This Memorandum of Understanding (MOU) is entered into by and between Purdue Extension Nutrition Education Program, Community Wellness Coordinator – North Region and the Grant County Health Department (GCHD).

1. PURPOSE

To decrease food insecurity for Grant County school age children and their families by establishing an Impact Pantry in every Grant County school.

To provide Grant County families resources in food safety, nutrition education and food preparation.

2. PROVISIONS

A. Grant County Health Department agrees to:

- a) Designate schools and champions within the school to take on the Impact Pantry project and maintain communication about the implementation and progress of the project.
- b) Provide the funding necessary to establish and initially stock Impact Pantries.
- c) Maintain contact with school personnel to ensure program success. Provide support to school staff as needed.

B. Purdue Extension Nutrition Education Program, Community Wellness Coordinator agrees to:

- a) Purchase equipment and initial pantry stocking, create partnerships to ensure monthly procurement of food items, provide schools with a digital shared folder with all necessary pantry resources.
- b) Provide training prior to the start of the school year, for all school personnel that will be running their buildings pantry and provide support to said staff as needed.
- c) Provide GCHD w/detailed monthly report of spending/financial balance and status reporting of school participation and project progress.

3. TERMS

- a) This MOU shall be effective for the 2025 calendar year.
- b) The MOU amount shall not exceed \$35,000.

4. MODIFICATION AND TERMINATION

This MOU may be amended and/or extended by mutual agreement of the parties. Any such amendment or extension shall be by written mutual consent of the Parties with the same formality as this original MOU.

This MOU may be terminated in whole or in part by either Party, upon thirty (30) days' written notice, if such Party determines that termination is in its best interest.

5. NOTICE TO PARTIES

Where written notice is required under this MOU, it shall be provided to the following agency contacts:

Grant County Health Department:
Tara Street
Administrator
401 S. Adams St., Marion, IN 46953
tstreet@grantcounty.in.gov

Purdue Extension Nutrition Education Program:
Keri Salb-Mertz
Community Wellness Coordinator – North Region- Serving Wabash and Grant Counties
Purdue Extension Nutrition Education Program
1 West Hill Street, Wabash, IN 46992
Phone: 260-563-0661 Ext 1408 Email: kemertz@purdue.edu

For contractual matters:
Sponsored Program Services Contracting
Purdue University
610 Purdue Mall
West Lafayette, Indiana 47907
Phone: 765.494.3863
Email: spscontr@purdue.edu

Grant County Health Department:

NAME & TITLE

Date

Purdue University

NAME & TITLE

Date