



May 23, 2022

Ms. Meghna Tare
Chief Sustainability Officer
University of Texas at Arlington
601 W. Nedderman Drive Suite #105
Arlington, TX 76019

Dear Meghna,

It is my pleasure to inform you that University of Texas at Arlington has been selected as a recipient of the 2022 NACUBO Excellence in Sustainability Award. We received numerous, highly competitive submissions this year, and I am delighted to inform you that your institution was selected to receive this prestigious award.

Our selection committee was thoroughly impressed with the Fighting Food Insecurity and Reducing Food Waste program. In particular, the committee was compelled by the program's goals of addressing food insecurity among the student body at UTA as well as in the greater North Texas community.

Your award will be formally presented during the NACUBO 2022 Annual Meeting, which will take place July 16-19 at Gaylord Rockies Resort and Convention Center in Denver. As an award recipient, you and one guest will receive a complimentary annual meeting registration. To secure your complimentary registration, please follow these steps:

1. Go to <https://www.nacubo.org/Events/2022/NACUBO-2022-Annual-Meeting>
2. Click the "Register Now" button located in the middle of the page following the registration rate section.
3. Fill out the required information then select "start your registration"
4. Enter AM2022DBO in the Access Code box and click "Submit Access Code."
5. Follow the instructions on the proceeding pages.
6. Hotel accommodations can be secured during the registration process.

Please note: As our guest, your registration fee is waived and is not transferable. The access code cannot be used when registering a team. If you have already registered, a refund will be issued at the end of the meeting. You are responsible for making your own hotel reservation. A credit card is required as a guarantee and may be charged a one-night stay in advance of your arrival.

NACUBO will reimburse travel expenses for you and your guest to and from Denver. You will also receive reimbursement for a three-night stay (for one guest room only) at one of the NACUBO contracted hotels. Please return a completed expense report, enclosed, within 30 days of the annual meeting with all original receipts attached to receive your reimbursement. Expense reports should be emailed to the attention of accountspayable@nacubo.org. You can access NACUBO's travel guidelines [here](#).

NACUBO will issue an official news release announcing all of the 2022 awards recipients on the morning of Monday, July 18. We encourage you to issue your own local release but ask that you postpone doing so until July 18 to ensure coordinated media efforts. We are happy to provide further information on the NACUBO Awards should you need it for media purposes. Please contact Katy McCreary, NACUBO's manager of public relations, at kmccreary@nacubo.org.

Finally, please carefully review your name, title, and institution in the mailing address for accuracy. If any of this information is not correct, please notify us no later than Friday, May 27.

Best regards,



Susan Whealler Johnston, Ph.D.
President and CEO

