

Re: Request to Attend the CIA's Menu of Change Leadership Summit

Dear <>:

I'm writing to request approval to attend the [Menu of Change Leadership Summit](#) June 17-19, 2020 at The Culinary Institute of America (CIA) in Hyde Park, NY.

Now in its eighth year, this conference—co-presented by the [CIA](#) and [Harvard T.H. Chan School of Public Health, Department of Nutrition](#)—has created a roadmap for food systems change, rooted in 24 evidence-based principles that integrate optimal nutrition and public health, environmental stewardship and restoration, and social responsibility concerns.

As chefs and culinary leaders increasingly have a responsibility to deliver on taste, health, and sustainability—without sacrificing their business objectives—it is more important than ever to position ourselves to navigate the future of the industry successfully. Following are just a few of the benefits of my attendance:

- An opportunity to engage in dialogue with not only boundary-pushing foodservice industry peers but also a diverse cross-section of leading scientists, public sector innovators, NGO and think tank analysts, and media, who—collectively—stand to shape the future of the foodservice industry
- Culinary, sourcing, and business strategies for operationalizing the Menu of Change Principles of Healthy, Sustainable Menus
- Lessons learned from real-world case studies in advancing health and sustainability imperatives across a wide range of operations and sectors of the foodservice and restaurant industry

I believe you will agree that attending Menu of Change is a worthwhile investment for our business. Upon my return, I look forward to sharing the key takeaways and action items I've learned with members of the team. For additional information on the conference, please visit the [summit info](#) page.

Thank you for your consideration.

Sincerely,