



Section 4

How Do I Sign Up? It's as Easy as 1, 2, 3!

To Partner with MyPyramid, there are just three documents you need to complete. Please return by fax or e-mail to USDA.

The three documents are:

1. [Application](#) – see Appendix 1.
2. [Memorandum of Intent](#) – see Appendix 2.
3. [Example of Project Description](#) – for an example, see Appendix 3.

The proposed project should include:

- Project goals
- Project synopsis (limited to 100 words)
- Project timeline
- Target audience

Fax the three completed forms to: Partnering with MyPyramid, attention Shelley Maniscalco or David Herring at 703-305-3300; or send them via e-mail to shelley.maniscalco@cnpp.usda.gov or david.herring@cnpp.usda.gov

Proposals that are consistent with Partnering with MyPyramid criteria (see Section 6) will be signed, dated, and returned. See Appendix 4 for the [Partnering with MyPyramid Message Guide](#) which includes additional details and examples, and Appendix 5 for a list of additional [Tips from MyPyramid.gov](#).