

## Nomination

### Community Intercultural Relations Conference Diversity & Inclusion Champion Award

**Licking County** – The Community Intercultural Relations Committee (CIRC) is accepting nominations for those in the local community who have shown the highest level of support to implement, improve, and support diversity and inclusion initiatives.

**Purpose** - To acknowledge and recognize an individual who has made exceptional contributions by developing or revising a Diversity & Inclusion Program to create awareness of cultural and social similarities, proactively seeking to diversify employee demographics, seeking diverse environments to exhibit a company's materials, or establish a Diversity & Inclusion training program to promote a better understanding of all people who not only reside in Licking County but also around the world.

#### Eligibility Criteria –

- The individual must be located in Licking County
- A 100-300 word summary outlining how the entry satisfies the award criteria included with the nomination form.
- 2 Letters of Recommendation (No more than 5 letters)
  - Letters should be addressed.
  - Letters must be included with the nomination form.
  - Letters should offer support for the value of the nominated effort including the position of the nominee.
  - Letters may not be written by the nominator of the submission.
  - Client letters are acceptable.
  - Business Partners - One letter should be from a person in the nominee's organization who supports the D&I Program.
  - Community Members – One letter should be from a supporter of your contributions.
- Community Members must have made the exceptional contribution by 1/31/2014
- Business Partners must develop or revise the D&I Program by 1/31/2014
- Business Partners must implement the D&I Program by 1/31/2014
- The nominee shall clearly demonstrate efforts without which the contributions would not have been made.

#### Supplemental Materials – (optional)

Supplemental materials may add additional support to your nomination. Materials may include press clips, brochures, posters, design guidelines, fact sheets, etc. If your nomination is about a plan, be sure to include a copy of the plan.

**NOTE:** The Nominee may be contacted to verify and add data to the recommendation received.

**Submitting Nomination Packet Postmarked By 2/14/2014 –**

- CIRC  
ATTN: V. Taylor  
1179 University Drive  
Newark, Ohio 43055
- Online submission [Click Here](#)

**Awards** – Awards will be held during the 5<sup>th</sup> Annual Community Intercultural Relations Conference on April 11, 2014. Award categories include: Community Member or Small Business Champions (1-20 Members/Employees), Mid-Size Business Champion (21-100 Members/Employees), and Large Business Champion (101-More Members/Employees).