

Date: [Insert Date]

To: [Award Committee Name]

From: [Your Name/Title]

Subject: Nomination for the Diversity, Equity, and Inclusion (DEI) Champion Award

Dear Selection Committee,

I am writing to formally nominate [Nominee Name], [Nominee Job Title], for the Diversity, Equity, and Inclusion Champion Award. Having worked alongside [Nominee Name] for [Time Period], I have witnessed their unwavering commitment to fostering a culture of belonging and equity within our organization.

[Nominee Name] has demonstrated exceptional leadership in the following areas:

**Advocacy and Education:** [Describe a specific initiative or program the nominee started, such as a workshop, resource group, or training session].

**Policy and Systemic Change:** [Explain how the nominee has influenced hiring practices, promotion equity, or internal policies to be more inclusive].

**Community Impact:** [Describe how the nominee supports underrepresented groups or creates a safe space for dialogue and support].

Beyond these specific achievements, [Nominee Name] leads by example. They consistently challenge biases and ensure that diverse perspectives are heard and valued during decision-making processes. Their efforts have not only improved our internal morale but have also made us a more innovative and empathetic workplace.

I strongly recommend [Nominee Name] for this recognition. Their dedication to DEI is an inspiration to us all, and they truly embody the values this award represents.

Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Contact Information]