**Diversity and Inclusion Award Application Parameters**

• Companies can self-nominate or be nominated by someone else.

• A completed Application form must be submitted in order to be considered for an award.

• Applications will be accepted from current chamber members in good standing.

• When the Chamber receives a nomination for a company, they will be immediately notified, unless that nomination comes after the Application deadline (see below).

• Answers may be in the form of bullet points instead of essay format when applicable.

• Please limit each answer to a maximum of 250 words.

• Businesses applying are encouraged to include any relevant images or documents. Images must be limited to 5 and compiled into a single PDF or document. Please include a picture of your staff. (Staff photos may be used at the event).

• The judging criteria for the 2020 Business Awards is based on the information submitted in the application packet that demonstrates how your business stands out as a leader in Greater Gainesville.

• Finalists and winners will be selected by a panel of judges made up of local business leaders and past award winners. All judges’ decisions are final.

• In order to create a fair judging process, a minimum of three different applicants are required for each category.

• The application fee has been waived this year

• Please submit a high-resolution business logo with the application via e-mail in .jpg, .pdf, .ai, or .eps format to stevec@gainesvillechamber.com

• All finalists will be recognized and winners will be announced the Business Awards Celebration on December 3rd, 2020.

• All completed applications are due on or before 4:00 PM on Wednesday, November 11, 2020 to Steve Cannon, [stevec@gainesvillechamber.com](mailto:stevec@gainesvillechamber.com) or 300 E. University Ave, Ste. 100, Gainesville, FL 32601.

Important Dates:

Wednesday, November 11, 2020: Application Deadline

Tuesday, November 17, 2020: Finalist’s Announced

Thursday, December 3, 2020: Business of the Year Celebration

**DIVERSITY AND INCLUSION AWARD**

**Diversity and Inclusion are now recognized as drivers of innovation and increased profitability in organizations of all types. The Diversity and Inclusion Award recognizes the Chamber’s commitment to celebrating the range of human differences, including, but not limited to race, ethnicity, gender, gender identity, sexual orientation, age, social class, physical ability or attributes, religious or ethical values system, national origin, and political beliefs. Inclusion involves and empowers all people.**

**The award-winning Chamber member will have intentionally created policies, procedures, and practices that engage a wide range of voices that increases creativity, complex problem solving, job satisfaction and higher productivity.**

Applications will be reviewed and scored on the following criteria out of a possible 100%/Points. Bonus points are also available at the end of the application.

**Leadership:** For D&I to be embraced throughout an organization, it must begin with top level leaders. Not only must leadership understand D&I, but they must provide the vision, initiative, and expectations for others to follow. (25%)

**Infrastructure:** Policies and systems must be in place to sustain a culture of D&I. (25%)

**Evaluation & Assessment:** Consistent reviews, assessments and reflections on strategies, goals and dynamics. (15%)

**Training and Professional Development:** Team training opportunities, programs that support D&I, diversity training, speaker series, mentoring programs, etc. (15%)

**Collaboration**: Collaboration with individuals and organizations outside of your company that have shared goals around D&I. (20%)

**All award applications due 4 p.m., Wednesday, November 11th, 2020. Winners will be announced on December 3rd at the Business of the Year Event.**

**Company Description:**

Business Name:

Contact Person Name:

Contact Person Title:

Contact Person Email:

Contact Person Phone:

Company Website:

Facebook:

LinkedIn:

Twitter:

Business Founded in:

Number of Part Time Employees:

Number of Interns:

**Brief Overview:**

Describe the product or services your company offers, in an “About You” or “Elevator Pitch” format. Please use terms that a 5th grader could understand, avoiding industry terminology where possible.

**Leadership:**

1. Please share your Mission Statement and Core Values. Describe how these take D&I into consideration.  \_\_\_/5
2. How do you ensure that your organization’s leadership, including your Board of Directors, is represented by people of diverse demographics and viewpoints and demonstrates an inclusive culture to leverage all members of the team?
   1. Please describe the process and results.  \_\_\_\_/10
   2. Please provide demographics or measurable outcomes of these efforts. \_\_\_\_/10

**Infrastructure:**

1. Do you have organization-specific policies or strategies to encourage diversity and equitable treatment of all people within the recruiting, hiring, evaluation and promotion processes above the minimum legal requirements? If yes, briefly describe. \_\_\_/10
2. Does your organization have a staff person dedicated to supporting your diversity and inclusion policies? \_\_\_\_/10
   1. How do they ensure that the policies are supported?
   2. What is their title?
   3. Describe their roles and responsibilities.
3. Do you have a diversity and inclusion steering committee or council? If yes, briefly describe their function.  \_\_\_/5

**Evaluation & Assessment:**

1. Do you measure your organization’s culture and understand your employee experience through surveys or other tools or mechanisms? If so, briefly describe how frequently you conduct them and some of your results related to diversity and inclusion. \_\_\_\_/10
2. How do you use those results to improve your company culture? \_\_\_\_/10

**Training and Professional Development:**

1. Does your organization have professional development efforts that build understanding and foster attitudes and behaviors to support diversity and inclusion, such as education related to cultural diversity, unconscious biases, stereotypes, and other inequities? Briefly describe.  \_\_\_\_/10

**Collaboration:**

1. Does your organization have a procurement policy that takes into consideration diversity, inclusion, minority, and women owned businesses? Please explain or describe the policy as well as the results. \_\_\_/10
2. Does your organization support any causes or nonprofits that share your goal of diversity and inclusion? If yes, please list and describe how you support them. \_\_\_\_/10

**Other: (up to 5 bonus points)**

Is there anything else you would like to include or feel that we should know about your organization’s diversity and inclusion efforts and activities? If you have received any relevant awards or media recognition in the last 5 years related to the application category, also include those here.

The recipient of the ***Diversity and Inclusion Award*** will not only be recognized at the Chamber’s Business of the Year dinner, but also during a luncheon and panel session at the annual 2021 ***Inspiring Women Leaders Conference***.

By Signing the application, you acknowledge that the information contained within is true to the best of your knowledge.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_

Please return completed applications to:  Steve Cannon at [stevec@gainesvillechamber.com](mailto:stevec@gainesvillechamber.com) or 300 E University Avenue, Suite 100 Gainesville, FL 32601

Legal Notice: The Greater Gainesville Chamber of Commerce reserves the right to use submission material at both the event and in related activities. All tax and financial information will remain confidential. The Business Award Winners are judged by a group of their peers without regard to race, color, religion, gender identity, national origin, physical or mental disabilities.