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## **NOMINATION FORM** | Leading the Way: Diversity, Equity, Inclusion & Belonging Award

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| **Business Name:** |  |
| **Contact Name:** |  |
| **Contact Title:**  |  |
| **Contact Email:** |  |

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| How many employees does your business have? |  |

**Award Description**

*Two awards will be given in this category: One award for businesses with 20+ employees and one award for businesses with fewer than 20 employees.*

This award celebrates businesses who fully believe that Diversity, Equity, Inclusion & Belonging (DEIB) is not just a box to tick, but an element that brings tremendous positive impact to the landscape of their business, their employees, community, and the world. It’s for the business that isn’t afraid to embrace change, have candid conversations around the importance of improving DEIB and who are firmly committed to standing in solidarity with those who are underrepresented.

Demonstrating a commitment to DEIB in the workplace (from September 2024-September 2025), the business who receives this award will be recognized as one who has made significant efforts throughout the year to create a more inclusive and welcoming environment for people from all backgrounds. This award is open to businesses that solely focus on promoting DEIB within the community, as well as businesses that are making strides to promote and create policies to increase DEIB within their community and workspace.

**Eligibility Criteria**

* Must be a member in good standing of the Board of Trade.
* Noted contributions/actions must have taken place from September 2024 to September 2025.
* Demonstrated commitment in DEIB, promoting diversity and inclusion in their community or workplace. This can be achieved through various initiatives such as organizing events, creating programs and collaborative work with other stakeholders.
* Analytics, data, or evidence that supports your entry. Nominees are encouraged to show measurable results in promoting DEIB. This can be demonstrated through improved representation of underrepresented/minority groups, increased participation in diversity initiatives, or positive feedback from beneficiaries.

### **Nomination Form**

1. Explain what specific activities your business has implemented within your workplace or community to enhance DEIB, this could mean diversity in recruitment and hiring, actively engaging in diversity training and education, creating an inclusive workplace culture, and/or advocating for diversity and inclusion in the broader community:

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1. Please share how your business has promoted and celebrated diversity, equity, inclusion and belonging. This can include how you are embracing change, addressing systemic barriers, or changing the conversation around DEIB:

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1. Please demonstrate how your business has provided access to advancement opportunities for underrepresented/minority groups or anything else intended to ensure that individuals within your organization and/or community are recognized and welcomed for who they are:

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*Please note: You can attach a PDF or video file in place of copying the letter into the text box should you wish to do so. If this is the case, please note the file name and format in the above response section.*

1. Is there anything else you’d like to share?

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**PLEASE NOTE:** By submitting this nomination package, you are confirming that all the above-noted actions are true and accurate, and occurred between September 2024 and September 2025. Nomination forms must be completed in full and [uploaded through our website](http://members.stjohnsbot.ca/form/view/36968) to be considered for judging. **Nominations are open from July 10th to September 16th, 2025 at 11:59 p.m. (NDT).**

*Should you have questions on your nomination application please reach out to: Shanelle Clowe-Hillier, sclowe@bot.nf.ca*