



## Equality, Culture, Diversity & Inclusion

This award is to recognise organisations who are making specific efforts to develop a diverse and inclusive culture that permeates the workforce.

The entry should demonstrate the organisation's attempts to foster a more diverse and inclusive workplace for all employees, and describe how this is helping to attract and retain talent. It could include internal company initiatives, or work to promote a wide range of careers to appeal to different people.

Please note that your document should be **no more than 2000 words in total, which includes your 250 word summary**. You may additionally include attachments (visuals, photos, charts, etc) that you think would help your application.

1. Summary	In no more than 250 words summarise why your organisation deserves to win this award
2. Positive Leadership	How you are promoting positive role models within the organisation. How have you displayed leadership to promote diversity and inclusion in the organisation.
3. Staff Engagement	Staff engagement, training provided for employees. Development of an organisational culture to foster change.
4. Initiatives	Outcomes from specific initiatives to promote diversity and inclusion.
5. Partnerships	Provide evidence of your company's approach to partnering with outside organisations to develop and deliver your strategy.
6. Recruitment and Retention	Creating more open employment opportunities and avoiding exclusion through recruitment processes.
7. Service User Feedback	Please give details of service user feedback to strengthen your application.

## Essential tips for a successful entry

A successful application must try to address all of the points above. Marks will be allocated only on the evidence provided.

Use the headings shown to highlight your answers to those specific questions. Include information on your exceptional successes during the year such as systems, innovations or techniques that have reaped significant benefits.

**Concentrate on facts that can be substantiated.** Attachments can be included, which are particularly important for the judges to be able to see your successes or innovations.

Please remember that ONLY THE FIRST 2000 words of core information (and supporting material that you may have provided) of your submission will be assessed