

# ADDP's 2018 LEAD! Conference & Expo

## Business Partner Award



## NOMINATION GUIDELINES

*The Business Partner Award is an opportunity to acknowledge a business that consistently embodies practices that promote community integration and inclusion of persons with developmental disabilities and/or brain injuries in the workplace. One award winner will be named.*

### Eligibility (of Nominee)

1. Business that does not exclusively hire people with disabilities AND has spearheaded an effort(s) to support disability inclusion in the workplace. One nomination per entity.
2. Must meet at least three (3) qualities under criteria section AND be nominated by ADDP member organization.

### Criteria

Business (leadership) will be evaluated on demonstrating qualities in at least three (3) of the following areas:

1. Inclusion: Hires and retains people with developmental disabilities (DD) and/or brain injuries at company
2. Innovative: Introduces new creative, original ideas and approaches to solutions to influence positive change to provide vocational opportunities for people with DD and/or brain injuries
3. Promising practice: Creates promising practice(s) positively impacting persons with DD and/or brain injuries in the workplace.
4. Inspirational: Motivates own and other companies or schools to integrate and include persons with DD and/or brain injuries.

### Suggested Information

When completing nomination form include specific examples *showing how* business qualifies for award. *Use strong examples.* A weak versus strong example – **Weak**: “Business always celebrates diversity.” **STRONG**: “Suzy at name business is responsible for organizing the her company’s first multicultural training, an annual Cinco de Mayo celebration and organized assemblies featuring speakers of different cultural backgrounds.”

### Nomination Process

1. Complete the “Business Partner Award” nomination form by 2/16/18.
2. Write support letter (approx. 150 words or less) OR record a two (2) minute video (smart phone is okay) describing why business should get this award. This should be done by someone other than the nominator and submitted by 2/16/18.
3. Incomplete submissions will not be considered.
4. If you have questions, contact ADDP at [LEAD@addp.org](mailto:LEAD@addp.org) or 508-405-8000.

### Selection Process

1. The ADDP Conference Committee will select one winner.
2. Nominators will learn results via email and will be responsible to notify candidate of results.
3. Nominator will need to submit an electronic photo of winner for the event program book by 2/27/16.
4. Honoree from business will be invited to attend the conference free of charge to receive award.

**Business Partner Award**



**NOMINATION FORM**

**Nominator Information**

First name: \_\_\_\_\_

Last name: \_\_\_\_\_

Organization name and address: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship to nominee: \_\_\_\_\_

**Nominee Information** (Will need to list specific contact at business)

First name: \_\_\_\_\_

Last name: \_\_\_\_\_

Title: \_\_\_\_\_

Business name and address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Has nominator's agency executive director approved the nomination?**      Yes      No

*Note: Agency executive director approval is required. ADDP will follow-up to confirm approval for finalists only.*

**Answer the following about the nominee. Be specific and give examples to support statements.**

1. Brief description of BUSINESS. (Describe in 50 words or less.)

2. Describe both (a) person identified within business AND (b) business in three words.



5. Submit a letter of support ***OR*** short video, not both, describing why BUSINESS should get this award. Letter or video should be completed by someone other than nominator. If you submit a video, you will need to email it, along with completed nomination form, to [LEAD@addp.org](mailto:LEAD@addp.org) by February 16, 2018. Support letter can be copied below or emailed separately with the completed nomination form.

Email form to [LEAD@addp.org](mailto:LEAD@addp.org) by February 16, 2018.

**Include “Business Partner nomination” as email subject heading.**