



NOMINATION FORM FAQ

This document will help you prepare your nomination form for the 2024 DEI Impact Awards. When ready, please [submit your form here](#).

AWARD CATEGORIES

Select one category for nomination. If you wish to submit multiple nominations, you must complete separate forms.

- **Project/Initiative:** Awarded to an organization that has demonstrated a commitment to DEI with a specific project or initiative related to energy/sustainability. This is awarded to an organization.
- **Team:** Awarded to a team that has worked to implement DEI in energy/sustainability efforts at their organization. This is awarded to a team or department at an organization.
- **Mentorship:** Awarded to a person who has mentored an individual or group from diverse backgrounds, or to a person who has mentored management on how to introduce and implement DEI principles in an impactful and actionable way to their energy/sustainability department. This may be awarded to an individual or team.
- **Catalyst for Change:** Awarded to a person who has led efforts to change the culture of an organization's energy/sustainability operations in DEI or cultivated DEI principles within these operations. Examples include someone who has created a strategy or program, or has influenced the application of DEI to improve energy/sustainability functions such as policy changes, hiring, supplier choice, and other strategies. This is awarded to an individual.
- **Pay it Forward:** Awarded to an organization, team or individual for energy/sustainability DEI efforts impacting communities where they serve or are located. Looking outside of your organization, how have your DEI efforts impacted the larger community? For example, have you started a program or initiative that grows community-wide benefits? This may be awarded to an individual, team or organization.
- **Partnership Award:** Awarded to an organization for DEI strategies or programs in energy/sustainability created and implemented with external partners including utilities, non-profit organizations, associations or foundations.



FIELDS REQUIRED FOR EACH NOMINATION

- Name of Department, Group, Team or Individual being nominated
- Lead Contact Name
- Lead Contact Job Title
- Company
- Lead Contact Email
- Phone
- Department or Group's area(s) of responsibility:
 - Energy
 - Sustainability
 - Facilities
 - C-Suite
 - Other
- Does this organization have a policy, initiative, or program for DEI (formal, publicly stated or not)?
 - If yes, tell us about the program
 - If maybe or no, how do you work to advance DEI?
- Nominator Name
- Nominator Job Title
- Nominator Company
- Nominator Email
- Nominator Phone

CATEGORY-SPECIFIC QUESTIONS

Project/Initiative:

- Describe the project or initiative. Include how it was created and implemented, who is involved, how it is staffed, objectives and goals, etc.
- Provide a measurement of success. This can be specific metrics or anecdotal evidence.
- Upload image and ancillary materials.

Team:

- Describe the Team. Describe how this team has worked to implement DEI into energy and/or sustainability efforts at their organization. For example, how was the team formed and empowered to work, what are their objectives or goals, who is involved, etc.
- Provide a measurement of success. This can be specific metrics or anecdotal evidence.
- Upload image and ancillary materials.

Mentorship:

- Describe the Mentor/Mentee Relationship. Describe the specific ways this mentor has worked to help individuals or groups at the organization in areas of professional development; or how the mentor has worked with an organization's management to develop DEI policies and programs.
- Provide a measurement of success. This can be specific metrics or anecdotal evidence.
- Upload image and ancillary materials.



CATEGORY-SPECIFIC QUESTIONS

Catalyst for Change:

- Describe this Catalyst for Change. Describe a specific way the nominee has led efforts to change the culture of an organization’s energy/sustainability operations in DEI or cultivated DEI principles within these operations. Examples include someone who has created a strategy or program or has influenced the application of DEI to improve energy/sustainability functions such as policy changes, hiring, supplier choice, and other strategies.
- Provide a measurement of success. This can be specific metrics or anecdotal evidence.
- Upload image and ancillary materials.

Pay it Forward:

- Describe Pay it Forward. Describe the specific way an organization's, team's or individual's DEI efforts impact communities where they serve or are located. Looking outside of your organization, we want to know how your DEI efforts impact the larger community. For example, have you started a program or initiative that grows community-wide benefits?
- Provide a measurement of success. This can be specific metrics or anecdotal evidence.
- Upload image and ancillary materials.

Partnership:

- Describe the Partnership. Describe the specific way your organization has worked to create DEI strategies or programs with external partners, including utilities, non-profit organizations, associations or foundations.
- Provide a measurement of success. This can be specific metrics or anecdotal evidence.
- Upload image and ancillary materials.

KEY DATES

- **May 6-June 21:** Nominations accepted
- **July 1-17:** Judging by an independent panel
- **July 22:** Winners notified
- **September 16-18:** Net Zero Forum, including the DEI Impact Awards Presentation, held at the Westin Westminster in Westminster, CO

CONTACT US FOR NEXT STEPS—OR QUESTIONS



DEBRA CHANIL

Dir., Editorial & Research
dchanil@divcom.com



SHANNON TWOMBLY

Event Coordinator
stwombly@divcom.com

