

**2018 USBLN® ANNUAL LEADERSHIP AWARDS**

**Employer of the Year Nomination**

**THE DEADLINE FOR NOMINATIONS IS**

**FRIDAY, JANUARY 12, 2018**

There are **two categories for Employer of the Year award** – one for **companies with more than 10,000 employees and one for companies with up to 10,000 employees, U.S. total.** Companies are recognized for exemplary policies, strategies and initiatives that have resulted in **measurable** results in the areas of disability inclusiveness in the workplace, marketplace, and supply chain.

**Category 1: Companies with more than 10,000 employees, U.S. total.**

There are three (3) subcategories for the award for companies with more than 10,000 employees.

1. Launch – This award recognizes a company that is early in its disability inclusion journey. The awardee initiated its disability inclusion strategies 1 to 3 years ago and has in place a process to measure success.
2. Ignite – This award recognizes a company that is mid-point in its disability inclusion journey. The awardee initiated its disability inclusion strategies 4 to 6 years ago and can report measurable success.
3. Inspire – This award recognizes a company that is advanced in its disability inclusion journey. The awardee initiated its disability inclusion strategies 7 years ago or more, has measurable success in many areas, and shares its knowledge with other companies.

**Category 2: Companies with up to 10,000 employees, U.S. total.**

There is one (1) category for companies for up to 10,000 employees.

1. Champion -- This award recognizes a company that measures and can report success in its disability inclusion journey, has achieved outstanding disability inclusion results and shares its knowledge with other companies.

**Requirements for All Categories**

A company must be a member of the USBLN® to be considered for this award.

Companies must self-nominate. The nomination must be submitted by or on behalf of the company’s headquarters and be based on the achievements, policies and practices of the company and not on one branch or unit.

Note: Employer means all employers except non-profit service providers and government agencies.

**\*If your company has received this award within the past 3 years your company is not eligible to apply.**

**Please note that if your nominee is selected to receive this award, you will be asked to submit photos and/or videos to the USBLN for use in an introductory video that will be shown during the award presentation at the** [2018 USBLN 21st Annual Conference & Expo](http://conference.usbln.org/2018_conference/)**. These visuals will need to be submitted 4 weeks after notification. Will you be able to do this? Yes \_\_ No\_\_**

**Please complete the nomination form in its entirety:**

1. Company Name:
2. Select the award Category for which you are submitting (Launch, Ignite, Inspire, or Champion (up to 10,000 employees)):

Launch \_\_\_\_

Ignite \_\_\_\_\_

Inspire \_\_\_\_\_

Champion (up to 10,000 employees) \_\_\_\_

1. If your company has a global presence, please describe those disability inclusion initiatives. Links to supporting information are encouraged. This question is not rated.

4. Contact information of primary company representative to be notified:

|  |  |
| --- | --- |
| Name |  |
| Title |  |
| Organization |  |
| Mailing Address |  |
| Phone |  |
| Cell Phone |  |
| Email |  |
| Website |  |

5. Contact information of a secondary company representative to contact:

|  |  |
| --- | --- |
| Name |  |
| Title |  |
| Organization |  |
| Mailing Address |  |
| Phone |  |
| Cell Phone |  |
| Email |  |

6. Contact information of person responsible for completing the nomination form:

|  |  |
| --- | --- |
| Name |  |
| Title |  |
| Organization |  |
| Mailing Address |  |
| Phone |  |
| Cell Phone |  |
| Email |  |

7. Contact information for your company’s communication person:

|  |  |
| --- | --- |
| Name |  |
| Title |  |
| Organization |  |
| Mailing Address |  |
| Phone |  |
| Cell Phone |  |
| Email |  |

8. Please provide an overview of the company including founding date, type of industry, mission statement, headquarter city and state, whether it is regional, national or multi-national, number of employees in the U.S. and number of employees outside the U.S. (500 words or less)

9. Please describe what the company has done to publicize its commitment to full inclusion of people with disabilities both internally and externally, (e.g., CEO statement on the intranet and/or internet, CDO chairs meetings with sector managers on inclusion initiatives, etc. Please provide a specific example(s) of these initiatives and their results. **Links to supporting information are encouraged.** (1,000 words or less) 35 points

10. Please describe what the strategies, initiatives, policies, programs and plans that the company has taken to advance inclusion of people with disabilities across the enterprise in the areas listed below. Please describe your company’s measurement tools and/or provide as many metrics as possible to support your descriptions. **Links to supporting information are encouraged.** (2000 words or less – note: it is not expected that each of the 5 areas will be equally supported; judging will be on the response as a whole) 50 points

* Recruiting and Onboarding
* Retention & Career Advancement
* Inclusive Information & Communication Technology
* Knowledge Sharing with USBLN Corporate Partners or Collaborating or Mentoring other Companies

11. Please describe your company’s promising practices and innovations in disability inclusion. Tell us where your company has perhaps taken a risk or tried something new, and tell us what you learned. **Links to supporting information are encouraged.** (1,000 words or less) 15 points

**Please do not include any attachments. You may include links in your narrative to supporting information.**

**PLEASE DO NOT CONVERT FORM TO PDF - submit your electronic nomination to:** **adele@usbln.org**

**General questions about this submission should be directed to Maggie Roffee at** **maggieroffee@gmail.com****.**

Award recipients will be selected by committee and will be recognized and receive their awards during the [2018 USBLN 21st Annual Conference & Expo](http://conference.usbln.org/2018_conference/) in Las Vegas, Nevada. Please note that late nominations will not be accepted.

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***Thank you for submitting your nomination to the
2018 USBLN® Annual Leadership Awards!***