Frequently Asked Questions

Eligibility

What is considered an Employee Resource Group (ERG)?

ERGs are employer-recognized workplace groups voluntarily led by employees. These groups are formed around a common dimension (similar backgrounds, experiences, or interests) or a shared identity, generally focusing on historically excluded groups. They serve as a safe space where employees can meet, support, share views, learn from others, and empower each other to further personal growth, achieve career goals, and drive business. While recognizing ERGs go by different names depending on maturity and their respective organization, for the purpose of the Awards, we use "ERGs" synonymously with affinity groups, business resource groups, employee networks, etc.

Centers of Excellence, DEI Councils, Human Resources, and Diversity Equity and Inclusion (DEI) teams are *not* considered ERGs and will *not* be eligible to be nominated in the Awards.

When did/does the ERG work have to be completed to be considered for the Awards?

For the 2023 cycle, we are considering and recognizing ERG efforts completed from January 2022 through June 2023. Work done before or outside of this consideration period will not be eligible for the 2023–2024 Awards. However, if your ERG conducted a specific program, activity, event during January 2022–June 2023 that built on an effort prior to 2022, it may be indicated in the nomination as long as the work was also sustained, fulfilled, and measured within the consideration period.

Are the awards limited only to ERG efforts in the United States?

No, the awards are global. Nominations are accepted for ERG work done worldwide.

Are individual ERG chapters eligible to submit to the awards?

No, nominations must be completed on behalf of the overall ERG on an enterprise level. While different chapter-specific activities and achievements can still be indicated in the nomination, we ask that chapters consolidate their efforts into a single submission under the overall ERG per award category.

What types of groups are eligible to submit to the Trailblazer category?

Only groups that come from small organizations with *less than 2,500 total employees** AND/OR *have two or less years of ERG maturity* at an enterprise level* are eligible to submit to the Trailblazer category. Nominations submitted in the Trailblazer category cannot be submitted in any of the four group impact categories (Business Impact, Community Impact, Workforce Impact, or Workplace Culture Impact), and vice versa.

*Total employees = total number of permanent employees (global, if applicable), including part-time employees, but not including contractors or interns.

*ERG maturity = how old (in years) the ERG is since its conception and formal recognition at the organization at its top-most enterprise level. Changes in ERG strategy or leadership does not consider the group "new." For example, if an ERG has been dormant for the past three years but was originally formed 10 years ago, the maturity is still considered 10 years.

Submitting the Nomination Application

Is there a cost to submit a nomination?

No, there is no cost to submit any nominations.

Who should submit the nomination?

For each submission, there must be two nominators. At least one of the nominators must be someone other than the nominee. Individuals and ERG members can nominate themselves or their own ERG for an award. However, there must be an outside individual, such as a DEI team or HR member, executive sponsor, program manager, colleague, etc., who will review and second the nomination.

Can I nominate multiple ERGs and/or individuals from my organization?

Yes, you can nominate multiple groups and/or individuals from your organization in the different award categories, except for duplicate submissions to the ERG Collaboration and Trailblazer categories. Nominations in one of the four impact-specific group categories (Business Impact, Community Impact, Workforce Impact, or Workplace Culture Impact) cannot be submitted for the ERG Collaboration or Trailblazer categories, and vice versa.

You may submit only *one nomination application per ERG or per individual per category*. You may nominate the same ERG for multiple categories, but only one application can be submitted for that ERG per category. For example, you can nominate your women's ERG to both the Business Impact and Workforce Impact categories for accomplishments done in those two different categories. However, you cannot have two separate nominations for your women's ERG in the Business Impact category. Please consolidate all business impact-related initiatives under one nomination.

We recommend prioritizing quality over quantity when determining nominations. The standards are raised every year by the nominees and their incredible work, so it is best to choose a small number of nominees who meet the standards of a category and demonstrate measurable impact, as opposed to submitting many nominees who may not be quite there yet.

Can I submit multiple nominations for the same ERG under the same category?

No, there must be only one submission per ERG per category. If your ERG completed multiple accomplishments under the same category, combine those efforts into a single nomination. We recommend coordinating within your ERG, and perhaps in collaboration with your DEI team and/or communications team, to craft your nomination.

Can I submit the same initiative across multiple categories?

No, you must choose one category that best suites the initiative. For example, maybe a reverse mentorship program qualifies for both Workforce Impact and Workplace Culture Impact – you cannot submit to both categories. You must choose one.

Can I nominate more than one ERG in a single submission?

Yes, if multiple ERGs collaborated together on an initiative, you can include them all in one nomination only under the ERG Collaboration category.

Does the 2500-character limit on the nomination form include spaces?

Yes, the 2500-character limit includes spaces. When you enter your nomination into the online form, there is a counter at the bottom of the text box that indicates how many characters you have left. Your submission will be cut off if you exceed the limit.

Does the submission have to be done all in one sitting, or can progress be saved along the way?

Progress cannot be saved via the online form prior to submission. All the nomination forms will be provided in Word files on the ERG Impact Awards website starting June 1, so you can save and work on your submission offline and over time via the Word document(s). We recommend using the Word file(s) to draft your nomination(s) and only filling out the online forms by copy/pasting your content when it is final and ready for submission. Only nominations submitted via the online forms will be accepted.

Winning the Award

What do the winners receive as their award?

In addition to a physical award, winners and honorable mentions will receive a complimentary ticket to the 2024 EmERGe conference, where the Awards will be celebrated. Winners will receive <u>one in-person ticket</u> and honorable mentions will receive <u>one virtual ticket</u>. Honorees for the ERG category will receive as many tickets as necessary depending on the number of ERGs included in the submission; one ticket will be allotted per ERG. Aside from the conference tickets, being selected as a winner provides the honor of being publicly recognized and the opportunity for exposure across hundreds of DEI practitioners, ERG leaders, organizations, and industries. Honorees (both winners and honorable mentions) will also have their best practices featured on the Seramount website and in Seramount presentations to external partners. Award recipients may also have the opportunity to present at EmERGe.

How many winners are selected per category?

One winner and one honorable mention will be selected per category.

How is the nomination content used once the winners are determined?

Seramount uses submitted nomination content for various communications, including but not limited to articles about the year's winners and presentations/documentation to external partners on ERG best practices. Honoree submissions are published on our website for Diversity Best Practices members to learn from the great work that other ERGs are doing. Honorees are also showcased at our annual EmERGe conference, with potential opportunities to be presenters, providing external brand visibility and highlighting their winning practices.

Is attendance at the EmERGe conference in Spring 2024 required to win?

Attendance is not required to win; however, it is encouraged. EmERGe is a two-day conference with many topics, presenters, and activities focused on ERGs. Recognition for the Impact Award winners is just one part of the event program. Award recipients may also have the opportunity to present at EmERGe. Winners will receive <u>one in-person ticket</u> and honorable mentions will receive <u>one virtual ticket </u>to attend and be recognized the 2024 EmERGe conference.