

# NOMINATION INSTRUCTIONS

The American Bar Association Commission on Racial and Ethnic Diversity in the Profession is accepting nominations for the 2010 SPIRIT OF EXCELLENCE AWARDS.

## NOMINATIONS

- Please complete the nomination form. It should be the first page of your nomination materials.

## NOMINEE'S RESUME AND PHOTOGRAPH

Please submit the nominee's resume and/or curriculum vitae as well as a narrative biography, describing his or her background and contributions to racial and ethnic diversity efforts, along with a current photo that can be reproduced if your nominee is selected as a recipient.

## SUPPORTING MATERIALS

- Please submit no more than three letters of support from individuals or organizations that speak to these six criteria.
- Only the first three letters of support received by the Commission will be considered by the selection committee.

## PROCEDURAL GUIDELINES

- Send nomination materials along with this form, the nominee's resume and/or biography, current photo, and no more than three letters of support from individuals or organization. Additional letters will be returned.
- All nominees must be ABA members.

Mail to:

American Bar Association  
Commission on Racial and Ethnic Diversity in the Profession  
SPIRIT OF EXCELLENCE AWARDS  
321 N. Clark Street  
Chicago, IL 60654-1598

## NOMINATION DEADLINE DATE

Nomination materials must be received by the Commission on or before Wednesday, July 15, 2009.

## CRITERIA

Please supply responses to the following on a separate sheet(s) and attach them to the nomination materials. Provide responses and specific examples, if applicable.

1. Describe how the nominee has achieved professional excellence in his or her field.
2. Describe how the nominee has served as an inspiration or a role model in overcoming hardships or barriers and achieving success and excellence in the legal profession thus paving the way for others.
3. Describe how the nominee has influenced racially and ethnically diverse individuals to pursue and/or to succeed in legal careers.
4. Describe how the nominee has opened doors, broken down barriers or otherwise promoted the full and equal participation of racially and ethnically diverse individuals in the legal profession.
5. Describe the nominee's work with or efforts on behalf of racially and ethnically diverse lawyers from racial or ethnic groups other than the nominee's own.
6. Describe the nominee's service or work in the community.

## SPIRIT OF EXCELLENCE—CORPORATE AWARD

1. Describe the nominee's position within the corporation or law firm, including areas of responsibility and oversight.
2. Describe and specify the nominee's individual role with regard to the corporation's or law firm's efforts to advance and promote the full and equal participation of racially and ethnically diverse lawyers in the broader legal profession.
3. Describe the impact that the corporation's or law firm's diversity efforts and accomplishments have had in advancing and promoting the full and equal participation of racially and ethnically diverse lawyers in the broader legal profession.
4. Describe any other efforts made by the nominee individually to promote diversity in the profession.