

	LGBT+ Inclusion Index	LGBT+ Inclusion Awards
Frequency	Held every other year (2015 , 2017 , 2019 , 2021)	Held every year (2015 , 2016 , 2017 , 2018 , 2019 and 2020)
Goal	<ul style="list-style-type: none"> Showcase progress in Hong Kong LGBT+ Workplace Inclusion Highlight best practices and areas with room for improvement Allow organisations to assess their LGBT+ inclusion efforts internally and benchmark their practices against the wider Hong Kong community 	<ul style="list-style-type: none"> Recognise and amplify accomplishments of individuals and organisations in promoting LGBT+ inclusion in Hong Kong
Target Participants	Corporates, SMEs and Public Sector organisations which have a presence in Hong Kong	Individuals/ Corporates/ NGOs with a presence in Hong Kong
Eligibility Restrictions	None	The Award winner from the previous year will not be able to submit for the same Award
Fees	Depending on level of analysis (Advanced , Standard or Basic package) and size of the organization (Corporate or SME and Public Sector). Get in touch for details	Nominations are free of charge
Sponsorship	No sponsorship allowed to ensure objectivity in the results	Organisations can sponsor an Award to showcase their commitment to LGBT+ inclusion
Recognition	Reveal top performing organisations and those achieving Gold/ Silver/ Bronze Standard	Reveal Finalists and Winners of the Awards
Submission Process	<ul style="list-style-type: none"> Online submission platform for organisations to respond to a list of questions and upload supporting evidence Participating organisations can have multiple users (eg. D&I leads, HR, Marcomm, network leads) Input can be saved and updated until the submission is completed The website used is the same as the Awards 	<ul style="list-style-type: none"> Online nomination platform to provide information for 5 sections of award criteria, with the option to upload supporting evidence Input can be saved and updated until the nomination is completed The website used is the same as the Index
Assessment Process	<ul style="list-style-type: none"> Each submission is marked independently by at least two senior members of the Community Business Team Each assessment is then reviewed by the scoring pair Any discrepancy in the marks will then be discussed and re-examined 	3 to 4 Finalists will be shortlisted for each of the Awards. Finalists will then be interviewed by a judging panel comprised of: <ul style="list-style-type: none"> 2 senior representatives from Community Business 1-2 external experts in the relevant field 1 senior executive from the Award Sponsor
Assessment Categories / Criteria	<ol style="list-style-type: none"> Strategy & Leadership Accountability Policies & Guidelines Training Diversity Structure Benefits Corporate Culture Market Positioning Measurement Community & Advocacy 	Nominations are reviewed and judged to what extent they are: <ol style="list-style-type: none"> Strategic Proactive Impactful Sustainable Paying it Forward
Assessment Period	2 calendar years - for the 2021 Index, the period that submissions will be assessed will be from January 2019 to December 2020.	In 2021, 1 calendar year - January 2020 to December 2020
Result Announcement		Finalists will be revealed prior to the LGBT+ Inclusion Gala Dinner
	Results announced at the LGBT+ Inclusion Gala Dinner	

