

[Your Name]  
[Your Position]  
[Your Organization]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient Position]  
[Award Committee/Organization Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to enthusiastically recommend [Nominee's Name] for the Board Innovation Award. As [his/her/their] [relationship to nominee] for [duration], I have witnessed firsthand the remarkable impact [he/she/they] has had on [specific area or project], which showcases [his/her/their] innovative approach and commitment to excellence.

[Nominee's Name] demonstrated exceptional leadership through [describe a specific project, initiative, or accomplishment]. [He/She/They] not only [explain what nominee did], but also [highlight innovation and results achieved]. This effort not only enhanced [specific outcome] but also inspired others in the organization to embrace innovative thinking.

[His/Her/Their] ability to [mention relevant skills or qualities such as creativity, teamwork, etc.] has set a new benchmark within our team, ultimately leading to [describe the positive impact on the organization]. It is clear that [Nominee's Name] embodies the qualities that the Board Innovation Award seeks to recognize.

I wholeheartedly support [Nominee's Name]'s nomination for this prestigious award. [He/She/They] is truly deserving of this recognition for [his/her/their] hard work, dedication, and game-changing ideas that propel our organization forward.

Thank you for considering [Nominee's Name] for the Board Innovation Award. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information.

Sincerely,  
[Your Name]  
[Your Position]