

Letter of Request for Diversity and Inclusion Training

Date: [Insert Date]

To: [Recipient's Name]

Position: [Recipient's Position]

Company/Organization: [Recipient's Company/Organization]

Address: [Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. As a board director committed to fostering an inclusive culture within our organization, I am writing to propose a comprehensive Diversity and Inclusion Training program for our board members and staff.

Our commitment to diversity and inclusion is crucial, not only for enhancing our team dynamics but also for improving our decision-making processes and meeting the needs of our diverse clientele. By investing in training, we can equip our members with the tools necessary to address unconscious biases and promote an inclusive environment.

I believe that organizing this training will not only align with our strategic goals but also demonstrate our commitment to equity and respect for all individuals. I recommend we collaborate with [Proposed Training Provider] to implement this important initiative.

I would love to discuss this proposal further and explore the possibility of scheduling a training session by [Proposed Date]. Thank you for considering this important investment in our organization's future.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]