

Letter of Impact Evaluation

[Your Name]

[Your Title]

[Institution Name]

[Address]

[City, State, Zip Code]

[Email]

[Date]

Dear [Recipient's Name],

I am writing to present the findings of our recent impact evaluation of the institutional diversity initiative implemented in [Year]. This evaluation aimed to assess the effectiveness of our programs designed to promote diversity and inclusion within our institution.

During the evaluation period, we engaged with various stakeholders including students, faculty, and staff to gather insights and feedback. The evaluation process included quantitative data collection and qualitative assessments to comprehensively gauge the initiative's impact.

Key findings from the evaluation include:

- Improvement in diversity among student enrollment by [Percentage]%.
- Increased faculty diversity, with a [Percentage]% growth in diverse hires.
- Positive feedback regarding inclusivity programs, with [Percentage]% of participants reporting feeling more supported.

Based on these findings, we recommend the following actions to enhance the initiative:

- Expand mentorship programs for underrepresented groups.
- Increase funding for diversity training workshops.
- Strengthen outreach efforts to diverse communities.

We believe that these steps will further our commitment to fostering a diverse and inclusive environment. Thank you for your continued support of our diversity initiatives.

Sincerely,

[Your Name]

[Your Title]