

# Joint Initiative for Diversity and Inclusion Training

Date: [Insert Date]

To: [Recipient's Name]  
[Recipient's Position]  
[Company/Organization Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

We are excited to announce a joint initiative aimed at enhancing diversity and inclusion within our organizations. As leaders in our respective fields, we recognize the importance of fostering an inclusive culture that embraces diverse perspectives and promotes equitable opportunities for all employees.

We invite you to collaborate with us on developing and implementing a comprehensive diversity and inclusion training program. This program will not only provide essential insights and tools but also create a platform for open dialogue and shared learning among our teams.

We propose to convene on [insert date] at [insert location/virtual platform] to discuss our vision for this initiative, gather feedback, and outline actionable steps for moving forward.

We believe that through this collaborative effort, we can create a more inclusive environment that enhances employee engagement, drives innovation, and respects the unique contributions of each individual.

Thank you for considering our proposal. We look forward to your positive response and to working together towards this vital initiative.

Best regards,

[Your Name]  
[Your Position]  
[Your Company/Organization Name]  
[Your Contact Information]