

**American Bar Association  
Law Student Division**

**2018 Dean Henry J. Ramsey Jr. Diversity Award  
Nomination Packet**

The Division's Diversity Award serves as a testament to Dean Henry J. Ramsey, Jr. of Howard University for his lifetime commitment to issues of inclusiveness and his efforts to increase the quality of the practice and study of the law. The Diversity Award recognizes excellence in activities that have contributed toward the achievement and advancement of women, minorities, persons with disabilities in the profession and lesbian, gay, bisexual and transgender persons. The Henry J. Ramsey, Jr. Award for Diversity is presented to a student, faculty, administrator, or student group/organization from an ABA-approved law school during the ABA Annual Meeting.

**Eligibility Requirements:** ABA-approved law schools, their law students and law school organizations.

**Instructions to the Nominator:** In order for the nominee to be considered by the Law Student Division's Awards Selection Committee, you must complete the following portions of this Nomination Packet:

- Part A – Contact Information
- Part B – Nominee Background Information
- Part C – Narrative (limited to 1,250 words)
- Part D – Nominator's Certification of Nomination
- Part E – Dean's Certification of Nomination

**IMPORTANT:** All completed Nomination Packets (contact information, nominee background information, narrative, nominator's certification, and dean's certification) **must be received by the ABA Law Student Division on or before 11:59pm CDT, April 15, 2018** via the [Nomination Form](#).

In order for your nomination to be considered by the Law Student Division Awards Selection Committee, you must do the following:

1. Complete Parts A-D of the Nomination Packet in its entirety.
2. Once you have obtained your Dean's signature certifying his/her approval of your nomination (Part E), scan the signed Nomination Packet and save it to your computer as a portable document file (PDF). **Only PDF files will be accepted.** The file should be saved as: Diversity Award Nomination – XXX (*replace XXX with the name of the law school*).
3. Submit your Nomination Packet (contact information, nominee background information, narrative, nominator's certification, and dean's certification/signature) as a PDF attachment to the ABA Law Student Division via the [Nomination Form](#).

**All Nominations must be approved by the Law School Dean or Associate/Assistant Dean and received by the ABA Law Student Division on or before 11:59pm (CDT), April 15, 2018 via the Electronic [Nomination Form](#).**

**ABA Law Student Division  
2018 Dean Henry J. Ramsey Jr. Diversity Award**

**Part A – Contact Information**

**ABOUT THE NOMINEE**

Name of Nominee: \_\_\_\_\_

Nominee ABA Membership ID# (individuals only/non-applicable to groups): \_\_\_\_\_

Law School Affiliation: \_\_\_\_\_

Nominee Address: \_\_\_\_\_

Nominee City/State/Zip: \_\_\_\_\_

Nominee Phone: \_\_\_\_\_

Nominee Fax: \_\_\_\_\_

Nominee Email: \_\_\_\_\_

Nominee Website URL: \_\_\_\_\_

**NOMINATOR CONTACT INFORMATION**

Name of Nominator: \_\_\_\_\_

Nominator ABA Membership ID#: \_\_\_\_\_

Nominator Law School Affiliation: \_\_\_\_\_

Nominator Address: \_\_\_\_\_

Nominator City/State/Zip: \_\_\_\_\_

Nominator Phone: \_\_\_\_\_

Nominator Fax: \_\_\_\_\_

Nominator Email: \_\_\_\_\_

**SCHOOL CONTACT INFORMATION**

SBA President's Name: \_\_\_\_\_

SBA President's Phone: \_\_\_\_\_

SBA President's Email: \_\_\_\_\_

ABA/LSD Representative's Name: \_\_\_\_\_

ABA/LSD Representative's Phone: \_\_\_\_\_

ABA/LSD Representative's Email: \_\_\_\_\_

Law School Dean's Name: \_\_\_\_\_

Law School Dean's Phone: \_\_\_\_\_

Law School Dean's Email: \_\_\_\_\_

**Part B – Nominee Background Information**

Nominee's total 2017-2018 budget: \_\_\_\_\_

2017-2018 law school enrollment: \_\_\_\_\_

Nominee's total student participation: \_\_\_\_\_

## Part C – Narrative (limited to 1,250 words)

The Award Selection Committee will base its decision in part on your ability, as the nominator, to briefly summarize the answers to the narrative questions.

**The narrative portion of your nomination is limited to 1,250 words  
(Please read the following instructions carefully)**

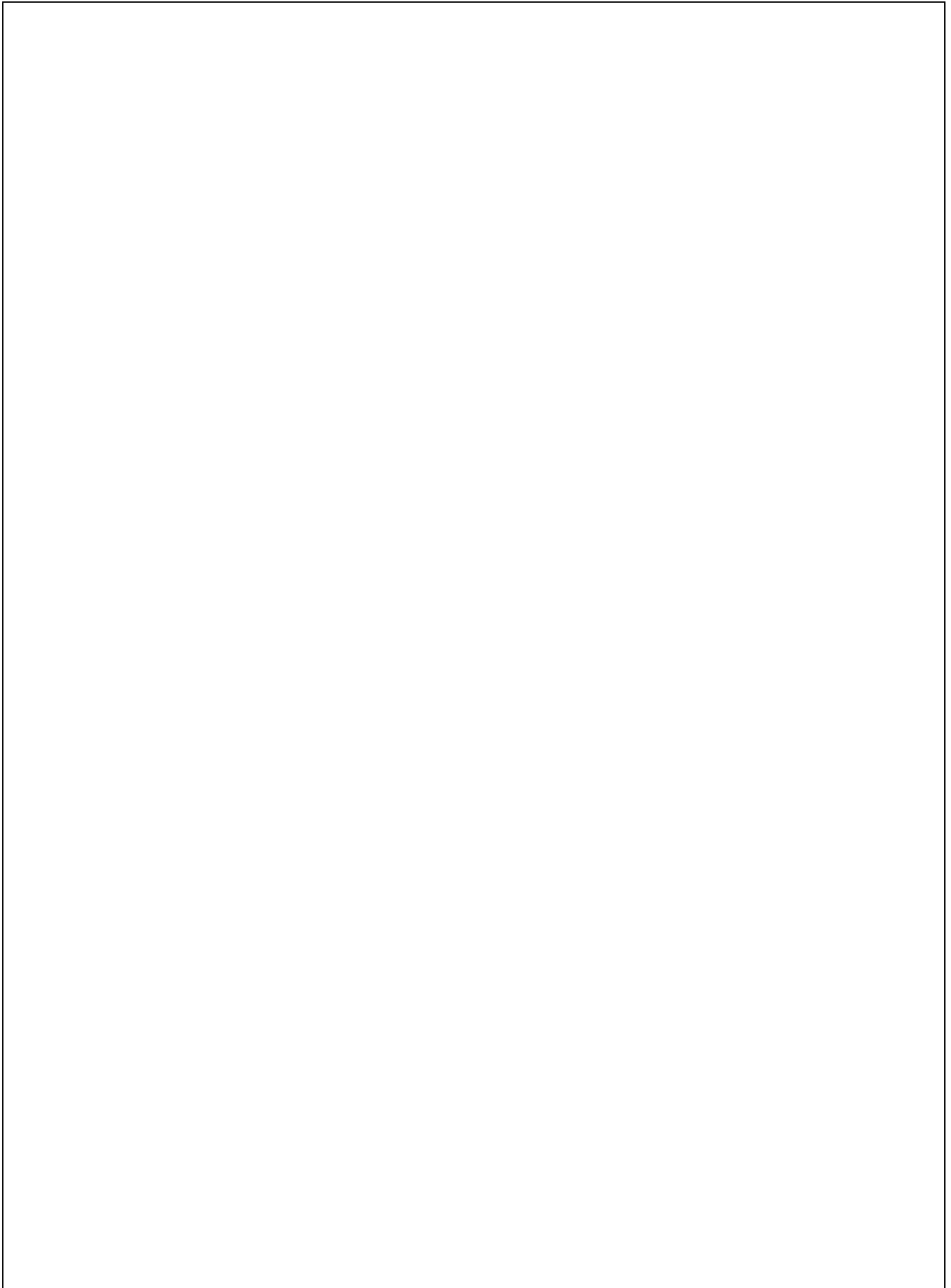
You are limited to a total of 1,250 words to answer questions 1-7 below. Your narrative should contain your answers to all seven (7) narrative questions and they ***must be numbered accordingly***. It is recommended that you draft your responses using word-processing software that has the ability to count words and then cut and paste your answers into the text box below. At the end of the Nomination Packet, you will be asked to certify that your narrative (or your answers) contains no more than 1,250 words. Nominations submitted using more than the maximum 1,250 words for the narrative portion of this nomination will be disqualified.

### Narrative Questions

- 1. Description:** Describe the nominee's event/program/initiative and identify the group(s) for which it sought to raise awareness.
- 2. New or Existing Initiative:** Indicate if this was a new or existing event/program/initiative.
  - If new, please describe the issues/situations that prompted the need for the program and indicate if the goals the nominee wished to accomplish were met and if the program will continue in future years.
  - If existing, please indicate its inception and goals of the program. Please also describe if and how this program differed from previous years and what, if any, new and innovative ideas were implemented this year.
- 3. Awareness:** How did the nominee's event/program/initiative contribute to a heightened awareness and sensitivity to diversity?
- 4. Role:** What role(s) did legal education or law school resources play in the success of the event/program/initiative?
- 5. Participation:** What was the overall participation, reaction and commitment of the student body, faculty, administration and community to this diversity program?
- 6. Benefits:** Describe the short and long-term benefits that this event/program/initiative provided to the law student body, law school or community.
- 7. Promotion:** Did you promote/market this event as part of the ABA Law Student Division Diversity Day Program? If so, please describe.

Please provide a narrative to include your answers to questions 1-7 (1,250 word maximum) in the text box below. **Your answers must be numbered accordingly.**

**INSERT YOUR NARRATIVE IN THE BOX BELOW**



Narrative Continues If Needed:

A large, empty rectangular box with a thin black border, occupying most of the page below the text. It is intended for a narrative continuation.

## Part D – Nominator’s Certification of Nominee

**Nominator’s Certification:** I submit this nomination of \_\_\_\_\_ (*insert nominee’s name*) for the ABA Law Student Division 2018 Diversity Award and affirm that the information contained in this nomination is true and accurate to the best of my knowledge.

I further certify that my narrative answering questions 1-7 above contains no more than 1,250 words.

Total words in narrative: \_\_\_\_\_

Nominator’s Name: \_\_\_\_\_

Submission Date: \_\_\_\_\_

## Part E – Dean’s Certification of Nominee (for completion by Law School Dean/Assistant Dean)

***The following section certifying your nomination  
must be completed in its entirety and signed by your  
Law School Dean or Assistant Dean***

***Please ensure that:***

- The box affirming the Dean’s support of this nomination has been checked;***
- The Dean/Assistant Dean has certified this nomination by signing this form; and***
- The name, title, email address, and phone number of the dean have been included.***

***Failure to complete any of the items below may result in disqualification of your nomination.***

### **Certification of Nomination by Law School Dean**

**All Nominations must be approved by the Law School Dean or Assistant Dean  
and received by the ABA Law Student Division on or before April 15, 2018**

I certify that I am the Law School Dean or Assistant Dean at \_\_\_\_\_ (*insert name of law school*) and that I have reviewed the above Law Student Division Award Nomination of \_\_\_\_\_ (*insert name of nominee*) for the ABA Law Student Division’s 2018 Diversity Award.

**Please check the appropriate box below:**

- Yes**, I affirm that the information contained in this nomination is true and accurate to the best of my knowledge. I wish to have this nomination submitted to the ABA Law Student Division Awards Selection Committee for consideration.
- No**, I am unable to affirm this nomination and do not wish to have it submitted to the ABA Law Student Division Awards Selection Committee for consideration.

Dean/Asst Dean Name: \_\_\_\_\_

Dean/Asst Dean Full Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Dean/Asst Dean Signature: \_\_\_\_\_ Submission Date: \_\_\_\_\_