<<His/Her>> Worship the Mayor of <<Name of Municipality>>

Office of the Mayor – <<Name of Municipality>>

<<Street Address>>

<<City/Town and Postal Code>>

<<Date>>

Good Afternoon

National Disability Employment Awareness Month (NDEAM), in October, is fast approaching. Traditionally, it’s the time every year for acknowledging and celebrating the workplace contributions of people in our <<city>><<town>> who have a disability, and business successes and benefits stemming from disability-inclusive hiring.

Too often, disability gets left out of the diversity, equity and inclusion business conversation, when disability is diversity.

NDEAM raises business, community and societal awareness that disability inclusion in employment is essential for everyone to achieve their full potential. Access to employment, and being able to fully participate in the economy, work, business and their communities, is a basic human right for everyone who has a disability. Just like everyone else. This is laid out in the United Nations Convention on the Rights of Persons With Disabilities — which Canada signed in 2007.

For <<Torontonians>> who have a disability but who are eager, willing and able to work, their search for equitable employment opportunities remains fraught with challenges. Attitudes about disability are still one of the most common major barriers to employment for people who have a disability, including job seekers in our community.

Our local businesses need to recognize and understand that disability inclusion and accessibility isn’t just a matter of compliance with the AODA, or a corporate social responsibility. It’s also strategically important — because it can drive growth, innovation and profitability.

This is why I believe it’s vital to acknowledge the contributions that <<Torontonians>> who have a disability make to workplaces, to their communities and to society; and to acknowledge that there is still so much more opportunity. A proclamation of National Disability Employment Awareness Month in <<Name of City/Town/Region>> will help to do this.

As <<role and organization>>, I know how vital the collaborative efforts and voices of government,   
business and service organizations are in raising awareness about disability and employment.

Many of our local businesses may not be thinking about the long-term future because they’re wrestling with immediate business challenges. But when you consider that a 2018 Accenture study found businesses that hire inclusively experience 72% more productivity; a 45% increase in workplace safety; 30% higher profit margins; 28% higher revenue; and twice the net income of businesses that aren’t disability inclusive, we need to encourage more businesses to hire inclusively and experience similar results. Disability-inclusive hiring can help both our larger, main employers, and our “Main Street” businesses not just survive, but succeed and thrive.

This is why I’m writing to ask that you proclaim October as Disability Employment Awareness Month in <<Name of City/Town/Region>>. Your voice adds to the celebration of the workplace accomplishments of people across our city who have a disability. It also adds strength to the call for more businesses to move towards increased employment opportunities for skilled people from the disability talent pool.

As a member of the Ontario Disability Employment Network, our organization and ODEN collectively work to increase employment opportunities and inclusiveness for people who have a disability. Your mayoral proclamation of NDEAM would be very much appreciated by all of us working towards this goal.

Best regards,

<<signature>>

<<Authorized Representative’s Name>>

<<Title and Organization>>