



CITY SCHOLARS® FELLOWSHIP Nomination and Selection Process FAQs

Who can be nominated for the City Scholars® Fellowship?

Your nominee must be a full-time, salaried CEO who leads a 501(c)(3) tax-exempt, education-focused nonprofit that:

- provides academic support, mentoring and/or creative enrichment to help predominantly (>51%) low-income youth (pre-K to college) stay in school, out of trouble and on track to a brighter future;
- serves the Greater Los Angeles region; and,
- employs at least two paid staff, including the CEO.

Moreover, your nominee must be excited about and 100% ready, willing and able to fulfill the rigorous First-Year Foundation Fellow Leadership Pledge (a copy of which is included at the end of this FAQ guide).

What do successful Fellowship nominees have in common?

When selecting Foundation Fellows, we look to invest in and partner with mission-driven education nonprofit CEOs who:

- can benefit from AND contribute to our Fellowship's vibrant and diverse leadership community (47% CEOs of color, 56% women, 47% lead nonprofits with annual revenues of less than \$1 million, 37% have served as CEO for <5 years and 21% have served as CEO for >15 years);
- can check their egos at the door, bringing an open mind and heart to learn, grow and be challenged as leaders;
- are ready to fully leverage the Fellowship opportunity, using what they learn and sharing what they know to help each other strengthen the nonprofits they lead and measurably improve educational opportunities and outcomes for the youth they serve; and,
- have the demonstrated support of their Board Chairs to participate with our Fellowship.



What is important for Fellowship nominees to understand?

Nominees need to have a clear understanding of our Fellowship's required First-Year Foundation Fellow Leadership Pledge, which includes 100% participation with our Fellowship Kickoff (January), monthly Fellowship Roundtables (February - September) and Fellowship Retreat (October).

No late arrivals or early departures. No offers of "just missing a bit" or "calling in." This may sound difficult for nonprofit CEOs, but it is a commitment that all of our current Foundation Fellows willingly respect.

Inability to commit to 100% participation eliminates nominees from consideration for the coming year.

Please see the attached documents, including the First-Year Foundation Fellows Leadership Pledge and 2021 Fellowship Program Calendar.

Do we accept self-nominations?

No. Candidates must be nominated by business, education, nonprofit, government or community leaders.

What do I need to submit a Fellowship nomination?

In order to submit a Fellowship nomination form, you will need the following information:

- Nominator contact information
- Description of any association with the City Scholars® Foundation
- Nominee contact information
- Nominee age group
- Nominee ethnicity
- Nominator's relationship to nominee and length of relationship
- Affirmation that nominee has reviewed the City Scholars® First-Year Foundation Fellow Leadership Pledge and can fulfill the Pledge
- Brief personal endorsement of nominee.



Do credentials of the nominator matter?

No. There are no "bonus points" for credentials of the nominator. All that matters is that you see the potential for exemplary leadership and are confident in the ability of your nominee to contribute to and learn from our Fellowship community. Your answers to the nomination questions are very important. The strongest nominations are those that help us understand the candidate's inflection point and why this is the right time for them to step into and fully leverage our Fellowship's vibrant, diverse and extraordinarily collaborative leadership learning community.

When is the next selection cycle?

We accept and review nominations year-round with admissions decisions being made on a rolling basis. Nominations received prior to October 31, 2020 will be considered for admission to the Fellowship community in January 2021; and, those received after October 31, 2020 will be considered for admission in January 2022.

What is the selection process?

Through our Fellowship's selection process, we aim to identify exceptional education nonprofit CEOs as prospective "partners" rather than simply as participants. As such, our vetting is rigorous and the time from nomination to admission is approximately 2 – 4 months.

Promising nominees are first contacted to confirm Fellowship eligibility. Once eligibility is confirmed, nominees are invited to participate with a small group Fellowship information session. Following the information session, an invitation to submit a formal application for the City Scholars® Fellowship will be extended to those nominees who (1) meet our core Fellowship eligibility, (2) enhance our Fellowship's diverse mosaic of emerging leaders and established executives; and, (3) confirm their willingness and ability to 100% fulfill the First-Year Foundation Fellow Leadership Pledge. The strongest applicants will be invited to a formal interview with several members of TEAM City Scholars® (including our President/CEO) and representatives from our City Scholars® Fellowship.

The City Scholars® Foundation Board of Directors votes on all prospective Foundation Fellows at their quarterly board meetings. Successful nominees and their nominators will be contacted upon selection. We do not give out information prior to the final selection, so we respectfully ask nominees and nominators to be patient.



Can I save an incomplete nomination form to edit/submit later?

Once you begin a nomination, we strongly suggest that you complete it in its entirety. Please make sure you have gathered all necessary information before you begin the nomination form, including the nominee's contact information, your contact information, and your statement of support. If you need to save the nomination form and return later, you can do so **ONLY** if you return to the form using the same Internet browser and device.

What if a promising nominee is not selected?

Nominees who are not selected for admission may be re-nominated twelve months after declination.

Please see the attached documents, including the First-Year Foundation Fellows Leadership Pledge and 2021 Fellowship Program Calendar.



City Scholars® Fellowship FIRST-YEAR FOUNDATION FELLOW – Leadership Pledge 2021

I, _____, acknowledge that I am a full-time, salaried CEO of a 501(c)(3), tax exempt organization that improves educational opportunities and outcomes for low-income youth in Southern California.

As a First-Year Foundation Fellow, I pledge to:

1. Lead with integrity and excellence, using what I learn to better serve youth at the nonprofit I lead and sharing what I know to help other Foundation Fellows and the nonprofits they lead grow strong, survive and thrive.
2. Participate with:
 - The **City Scholars® Fellowship Kick-Off** to be hosted on **January 27, 2021** (10:00 a.m. – 12:30 p.m., hosted virtually). **I understand that my Board Chair is expected to attend the Fellowship Kick-Off Luncheon** (12:30 p.m. – 2:00 p.m., hosted virtually).
 - **All eight (8) monthly City Scholars® Fellowship Roundtables** to be held on February 24, March 31, April 28, May 26, June 30, July 28, August 25 and September 22, 2021 (9:45 a.m. – 12:30 p.m.) All Fellowship events will be hosted virtually at least through June 2021. **Please review the attached City Scholars® Fellowship Calendar for more details.**
 - The **City Scholars® Fellowship Retreat** to be held on **October 20, 2021** (10:00 a.m. – 3:00 p.m., Orange County).
 - **Two (2) individual leadership coaching sessions** (60 – 90 minutes/session with the Foundation's Founder & President; dates/times TBD).
3. Complete and submit by the established due dates: (a) all PRE- and POST-Roundtable Surveys for the Fellowship Kick-Off, monthly Roundtables and Retreat; (b) monthly CEO ESSENTIALS® Report Cards; (c) the year-end Fellowship IMPACT Report; and, (d) any specific information or material requests.

Signature: _____ Date: _____

(With my signature, I further acknowledge that my involvement as a City Scholars® Foundation Fellow is at the sole discretion of City Scholars® Foundation. Moreover, I acknowledge that the Foundation reserves the right to approve all publicity regarding my selection and involvement as a City Scholars® Foundation Fellow in advance of the acknowledgment or publication. As such, I will provide desired publicity information to the Foundation on a timely basis in order to permit such approval.)



City Scholars® Fellowship

2021 Fellowship Program Calendar

JANUARY	Fellowship Kick-Off: Effective Nonprofits (January 27 / Virtual)
FEBRUARY	Fellowship Roundtable: Strategic Leadership (February 24 / Virtual)
MARCH	Fellowship Roundtable: Board Development (March 31 / Virtual)
APRIL	Fellowship Roundtable: Staff Development (April 28 / Virtual)
MAY	Fellowship Roundtable: Program Development (May 26 / Virtual)
JUNE	Fellowship Roundtable: Financial Leadership (June 30 / Virtual)
JULY	Fellowship Roundtable: Marketing & Communications (July 28 / In-person)
AUGUST	Fellowship Roundtable: Fundraising (August 25 / In-person)
SEPTEMBER	Fellowship Roundtable: Strategic Planning (September 22 / In-person)
OCTOBER	Fellowship Retreat: Leadership Survival & Success (October 20 / In-person)
NOVEMBER	Thanks-4-Giving Happy Hour with TEAM City Scholars® (November 17 / In-person)

COVID-19 UPDATE: To ensure the health and safety of our Foundation Fellows and TEAM City Scholars®, we currently host our monthly four-hour Fellowship Roundtable via Zoom video conference over two alternating weeks as follows: Week 1 – Fellowship Roundtable (9:45 am – 12:30 pm; DATES LISTED ABOVE), Week 2 – Fellowship Happy Hour (4:30 – 5:30 pm; two weeks after Fellowship Roundtable dates listed above). We will return to in-person convenings in Downtown Los Angeles and our annual retreat in Orange County as soon as it is safe to do so.