



**NATIONAL VETERAN  
SMALL BUSINESS  
COALITION**

# **FELLOWSHIP PROGRAM**

## **Fellow Expectations & Commitments Agreement**

The National Veteran Small Business Coalition (NVSBC) Fellowship Program is a selective, nine-month, industry-focused accelerator designed to prepare veteran-owned businesses to compete for, win, and perform federal and large prime contracts.

- **Participation requires a meaningful commitment of time, effort, professionalism, and accountability.**
- **Each Fellow must commit to the following before acceptance into the Fellowship Program.**

### **Active Participation, Accountability, and Follow Through**

- Fellows commit to actively participating in all required components of the Fellowship, to include classroom trainings in the form of master classes, deep dives, roundtables, one-on-one sessions, and engagement events, whether delivered virtually or in person.
- Fellows are expected to participate in NVSBC engagement opportunities - such as regional events, partner sessions, and the VETS Conference - to build relationships and apply networking skills in real-world settings.
- Fellows are accountable for completing agreed-upon actions, including homework assignments, goal updates, self-assessments, and follow-up tasks arising from one-on-one or group sessions.
- If you're unable to make a session, or unable to meet assigned homework deliverables, email Program Manager [marie.myszkier@nvsbc.org](mailto:marie.myszkier@nvsbc.org) 24+ hours in advance so any adjustments to programming can be made.

### **Completion Standards & Graduation**

- Fellows acknowledge that completion and graduation are **earned**, not guaranteed.
- Certification and graduation at the conclusion of the program require meeting participation, engagement, and accountability standards throughout the nine months.

### **Goal Ownership & Execution**

- Each Fellow is responsible for defining clear business goals, identifying barriers, and actively applying Fellowship content to their business.
- The program provides guidance, training, and access - **execution remains the Fellow's responsibility.**

### **Professional Conduct**

- Fellows will always conduct themselves with professionalism - demonstrating [NVSBC values](#) in interactions with peers, Senior Fellows, speakers, sponsors, federal partners, and NVSBC staff.

### **Time Commitment & Attendance**

- Fellows acknowledge that the program requires consistent monthly engagement over a nine-month period and agree to allocate sufficient time to fully participate and realize value from the program.
- NVSBC anticipates approximately 4 hours per week of activity throughout the program.

### **Engagement with Senior Fellows & Staff**

- Fellows are expected to proactively engage with Senior Fellows.
- **Investing time to come prepared with questions and objectives** – treating training and mentorship interactions as strategic working sessions.
- When advance materials or assignments are provided, Fellows are responsible for completion prior to the session.

### **Peer Collaboration & Community Building**

- Fellows commit to contributing to a trusted, collaborative cohort environment - sharing insights, lessons learned, and constructive feedback to strengthen the collective Fellowship experience **via the NVSBC Teams environment and during virtual & in-person sessions.**

### **Openness to Feedback & Continuous Improvement**

- Fellows agree to receive and thoughtfully consider constructive feedback from peers, senior fellows and program leadership, and to remain open to adjusting strategies and behaviors to improve outcomes.

## **Application of Curriculum**

- Fellows are expected to **actively apply program content** across the Fellowship's core readiness pillars - **Business, Procurement, Finance, and Industry Readiness** - within their own operations.

## **Data Sharing & Program Feedback**

- Fellows agree to provide periodic feedback, surveys, and outcome data to support program improvement and to help NVSBC demonstrate impact to partners and stakeholders.
- Collection of data throughout the Fellowship experience (after trainings & events) ensures program effectiveness and NVSBC's ability to share with program funders who keep this program in existence.
- NVSBC may ask Fellows to participate in focus groups or 1:1 feedback sessions for program promotion and/or improvement.

## **Representation of the NVSBC Community**

- As members of the Fellowship, Fellows agree to represent the NVSBC community positively, aligning with the organization's mission, values, and commitment to strengthening the veteran small business ecosystem.

## **Confidentiality & Trust**

- Fellows agree to respect the confidentiality of cohort discussions, peer business information, mentorship conversations, and any sensitive information shared within the Fellowship community.