



# South Carolina Education Policy Fellowship Program



## 2023-24 PARTICIPANT APPLICATION

SC School Improvement Council  
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<https://sic.sc.gov>



# South Carolina Education Policy Fellowship Program

## 2023-24 PARTICIPANT APPLICATION

We are pleased that you are considering taking part in the South Carolina Education Policy Fellowship Program (SC-EPFP).

SC-EPFP is a 10-month professional development program for those whose work record reflects strong leadership abilities or potential and a concern for improving the lives of children and youth. It operates under the auspices of the Education Policy Fellowship Program (EPFP) of the Institute for Educational Leadership (IEL) in Washington, DC. Participants in SC-EPFP hold full-time positions in diverse organizations at the local, county, and state levels, and are supported by their employing agencies through sponsorships, schedule-flow or both. Application can be returned digitally by downloading a copy of the editable PDF file, filling it in, and emailing the completed copy to [hudsonsf@mailbox.sc.edu](mailto:hudsonsf@mailbox.sc.edu) OR printed and mailed to the SC-SIC address listed on page 1.

### THE FELLOWSHIP PROGRAM

Fellows remain in their full-time positions and use their work environment as the context for examining important leadership and policy issues in their states and in the nation. SC-EPFP activities are directed by the State Coordinators.

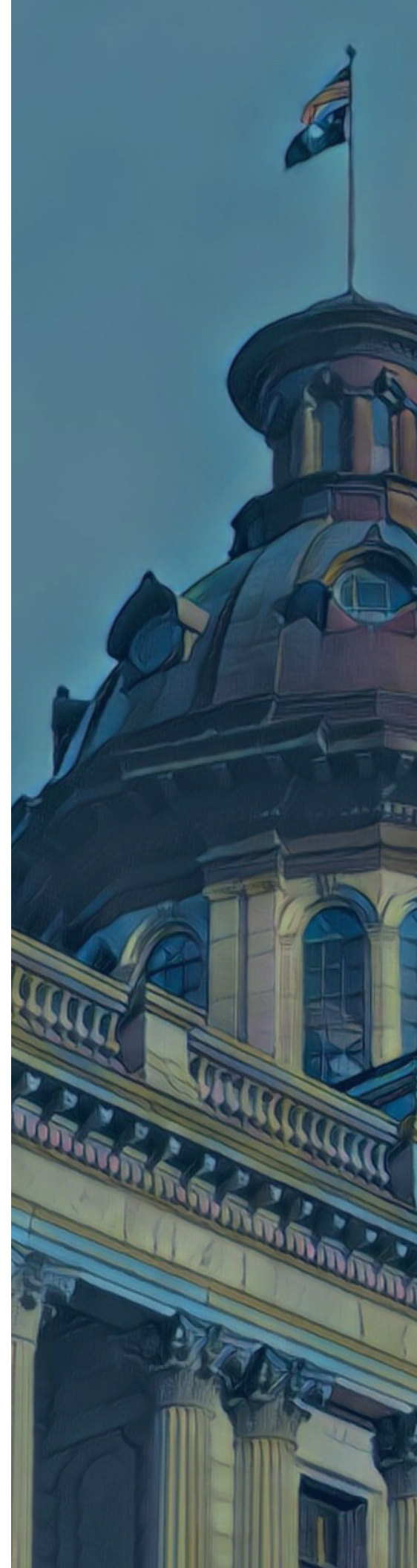
SC-EPFP brings Fellows and ideas together through a variety of on-site learning opportunities (such as seminars, informal discussions, site visits, skill development workshops, and group policy projects), through electronic networking and information sharing, and through participation in a national conference that brings together Fellows from all program sites in the U.S. The Washington Policy Seminar increases Fellows' knowledge of national policy issues and processes, and gives them a chance to explore the impact of national policy on their work. An in-state Fall Leadership Retreat heightens Fellows' understanding of leadership challenges and of themselves as leaders.

Participation in SC-EPFP yields important results. The program's complementary dimensions of work/learning, state/ national, and actual/virtual activities provide Fellows with a unique personal and professional development laboratory for applying new insights and for practicing new skills. Fellows are given many opportunities to develop a deeper understanding of the policy process; hone their communication and decision-making skills; refine their potential for leadership; and expand their network of professional colleagues. As a result, employing agencies are rewarded with better informed and more skillful employees.

### PROGRAM FEES AND SPONSORSHIP

Each participant's employing agency/sponsor pays the base SC-EPFP Program Fee of \$2,750, as well as a similar amount for transportation expenses (monthly in-state sessions and annual Washington Policy Seminar). In addition, the employer provides release time for on-site and national activities. The Program Fee includes overnight accommodations for the in-state Fall Leadership Retreat.

Scholarship opportunities may exist to assist some participants with the Program Fee. Applicants should direct their scholarship questions to the SC-EPFP Coordinators.





## ELIGIBILITY AND SELECTION PROCESS

SC-EPFP invites your application if you have:

- a commitment to personal and professional development on behalf of children and youth;
- a track record for making things happen—inside and across agencies/organizations;
- substantive work experiences;
- a Bachelor's degree or its equivalent;
- a full-time professional position;
- and the endorsement and financial support of your employing organization.

SC-EPFP requires participation in on-site training activities which are held one day per month except for the two-day Fall Leadership Retreat and the multi-day Washington Policy Seminar. (Fellows are expected to participate in the WPS as a requirement for SC-EPFP completion.) Please consider these extra demands on your time in light of your current professional and personal schedules. If you believe you cannot participate fully in SC-EPFP, please do not complete the application at this time but do consider it for a future year when your schedule may permit. Final selection of Fellows is made by the SC-EPFP Coordinators.

**The deadline to submit applications is Friday, August 25, 2023.**

## APPLICATION SUBMISSION INSTRUCTIONS

Please complete the entire application and return it to SC-EPFP Coordinator Tom F. Hudson, Executive Director, SC School Improvement Council, USC College of Education, Suite 001, 820 Main Street, Columbia, SC 29208.

**NOTE:** The endorsement and fee responsibility sections included on the following pages must be fully completed for your application to be considered. **The Program Fee must be paid prior to September 15, 2023.**

## SC-EPFP SESSION DATES FOR 2023-24

Friday, September 15, 2023

Thursday- Friday, October 12 & 13, for 2023 Leadership Retreat

Friday, November 10, 2023

Friday, December 15, 2023

Friday, January 12, 2024

February 2024 for Day at the SC State House (TBA)

March or April (TBA) for Washington Policy Seminar in D.C.

Friday, May 10, 2024 for Policy Project Presentations

Friday, June 7, 2024 for Graduation

# South Carolina Education Policy Fellowship Program

## 2023-24 PARTICIPANT APPLICATION

Name

Last

First

Middle

Preferred name

Professional title

Department

Organization

Workplace Address  
(street name, city, state, zip code)

Office phone (area code + number)

Preferred email address

Home Address  
(street name, city, state, zip code)

Cell phone (area code + number)

Dietary restrictions or allergies

### OPTIONAL INFORMATION

How did you hear about SC-EPFP?

Birthday (MM/DD)

Ethnicity

Sex

## SC-EPFP APPLICANT ENVISIONED OUTCOMES

Please provide narrative responses of one page or less to each of the following questions focused on the personal and professional outcomes you envision from your participation in SC-EPFP:

1. What does your organization do? Whom do you serve?
2. What are your three learning priorities to enhance your capacity as a leader?
3. How would your participation in SC-EPFP benefit your organization?

Please attach a copy of your resume to this application!

## PARTICIPANT SPONSOR/ EMPLOYER ENDORSEMENTS

Fellows will participate in monthly sessions held primarily in Columbia. The Institute for Educational Leadership (IEL) hosts a national conference for Fellows across all state EPFP sites. The Washington Policy Seminar increases Fellows' knowledge of national policy issues and processes, and gives them the opportunity to explore the impact of national policy on their work. The in-state Fall Leadership Retreat heightens Fellows' understanding of leadership challenges and of themselves as leaders. The SC-EPFP Program Fee of \$2,750 and travel related costs (approximately \$2,500) are paid by the participant's employing agency, other Sponsor, and/or the Fellow him/herself.

## EMPLOYER'S PERMISSION FOR PARTICIPATION

**Employer:** Your signature below ensures your employee's release time for full participation in SC-EPFP. Fellows are expected to attend all in-state sessions and the Washington Policy Seminar to successfully complete the program. Absences will be handled on an individual basis by the State Coordinators. Any questions should be directed to one of the SC-EPFP Coordinators, Tom F. Hudson (803-777-7658) or Bruce Moseley (803-414-9022). The EPFP national office at the Institute for Educational Leadership in Washington, DC, may be reached at 202-822-8405, x155.

### SC-EPFP EMPLOYER'S PERMISSION FORM

Name of Applicant

Name of Supervisor/Sponsor

Supervisor's Title

Supervisor's Organization/Institution

Supervisor's Office Phone

Supervisor's Email

Supervisor's Office Address (street name, city, state and zip code)

Applicant's Signature

Supervisor's/Sponsor's Signature

## SC-EPFP PROGRAM FEE RESPONSIBILITY

Your signature below ensures responsibility for the SC-EPFP Program fee of \$2750.

Name of Agency/Organization Responsible for Program Fee

Agency/Organization Mailing Address (street name, city, state, zip code)

Responsible Party Mailing Address (if different than above)

Responsible Party Phone Number

Responsible Party Email

Print Name of Responsible Party

Signature of Responsible Party

SC-EPFP will invoice for the Program Fee prior to the first program session.

## SC-EPFP TRAVEL COSTS RESPONSIBILITY

Your signature below ensures responsibility for the travel costs associated with SC-EPFP.

Name of Agency/Organization Responsible for Travel Costs

Print Name of Responsible Party

Signature of Responsible Party

## SC-EPFP PROGRAM FEE REFUND TERMS

Considerable resources are required for the development and scheduling of the SC Education Policy Fellowship Program. SC-EPFP will withhold a portion of the Program Fee paid to cover administrative and session costs if, for any reason, a Fellow withdraws from SC-EPFP after the first scheduled session. The Program Fee amount refunded will be determined by the SC-EPFP Coordinators in accordance with the following schedule:

### Withdrawal Date

October 3, 2023

January 3, 2024

### Amount Refunded/Credited

Program Fee Paid less \$500.00

Program Fee Paid less \$1,000.00