King-Chávez-Parks Future Faculty Fellowship Program
Guidelines and Procedures for Application

Purpose: The purpose of the King-Chavez-Parks Future Faculty Fellowship Program is to increase the pool of academically or economically disadvantaged candidates pursuing faculty teaching or administrative careers in public or private, 2 or 4 year, in-state or out-of-state postsecondary institutions.

The Program was created by the Michigan State Legislature in 1986 as part of the larger King-Chávez-Parks Initiative designed to stem the downward spiral of college graduation rates for students underrepresented in postsecondary education. Future Faculty Fellows are eligible to pursue a master’s or doctoral degree at public universities in Michigan. Future Faculty Fellowship graduates are obligated, by signed agreement, to remain in postsecondary faculty teaching or administration in a public or private, 2 or 4 year, in-state or out-of-state postsecondary institution for a minimum of three (3) years equivalent full-time. Fellows who do not fulfill the teaching and/or other obligations of their fellowship agreement may be placed in default, which results in their fellowship converting to a loan (referred to as a KCP Loan) that the Fellow repays to the State of Michigan.

KCP Fellowship Selection Criteria: Each application is formally reviewed to ensure that each applicant meets at a minimum the following:

- Applicant has been accepted into a program of study (master's)
- Applicant is in good academic standing as defined by GVSU
- Applicant is not currently a recipient and has not received another KCP Initiative Fellowship for the same degree level (master's)
- Applicant is not currently in default status on guaranteed student loans and/or a KCP loan
- Applicant is a citizen of the United States
- Applicant meets Michigan residency requirements as established by GVSU.

Master's Future Faculty Fellowship pre-degree Program obligations:

- To pursue and obtain a Master's degree within four (4) years of receiving this King-Chávez-Parks (KCP) Initiative Fellowship Award.
- To maintain good academic standing at the postsecondary institution, as defined by the institution attended.
- To make the best effort to attend the annual King-Chávez-Parks (KCP) Initiative’s Equity in the Classroom Conference. Conference fee may be paid by the Office of Multicultural Affairs.
- To not accept a second KCP Initiative Fellowship Award for the same degree level.
Master’s Future Faculty Fellowship post-degree obligations:

- Have one year after graduation to secure full or part-time postsecondary faculty teaching or administrative role in a 2- or 4-year public or private institution in-state or out-of-state.
- Graduates with a Master’s degree may also, within the first year after graduation, be accepted into and begin a doctoral program in Michigan and have eight (8) years to complete their doctoral program before completing the required 3-year equivalent full-time service obligation.
- Remain in postsecondary faculty or administrative employment for a minimum of 3-years equivalent full-time.
- Must provide the required evidence of compliance with the above obligations.
- Must notify the KCP Initiative state office and the Future Faculty Program Coordinator at Grand Valley State University of any changes in name or address or any situation making it impossible to complete the KCP Agreement Obligations within the required time.
- Must notify the Future Faculty Program Coordinator at Grand Valley State University concerning post-graduation employment.

When Less than the Maximum Allowable Fellowship is Awarded to a KCP Fellow

The 3-year equivalent full-time obligations shall be reduced proportionately:

- Up to $8,333 of a master’s award result in a 1-year service commitment.
- $8,334 to $16,667 of a master’s award results in a 2-year service commitment.
- $16,668 to $20,000 of a master’s award results in a 3-year service commitment.

Documenting Postsecondary Service Obligation of Future Faculty Fellowship Agreement

The KCP Fellowship Agreement established the obligations of Fellows to complete three (3) years equivalent of full-time postsecondary faculty teaching or administrative role as the service payback of their master’s or doctoral fellowship or repayment of the KCP Fellowship in the form of a KCP Loan. Graduate Assistant teaching, faculty teaching or postsecondary administrative roles while working on the degree in which you received the KCP Fellowship can also be applied toward fulfillment of the service requirement. To receive service credit, the chair/dean or other appropriate institutional representative must provide the following:

- Original documentation must be mailed directly to the state office of the KCP Initiative in a sealed institution envelope. The letter must contain:
  - Identification of each semester or quarter of service.
  - Identification of specific course(s) taught or administrative role for each semester or quarter.
  - Indication whether the Fellow taught/worked part-time or full-time for each semester or quarter identified. (Designation of part-time or full-time status is made by the institution per their standards.)

Semester Service Credit Assessment:
The regular academic year is valued as two (2) semesters per year (Fall and Winter/Spring).
Part-time: Each part-time semester is assessed as one fourth (1/4) year. Twelve (12) part-time semesters are needed to meet the three (3) year equivalent full-time service obligation.
Full-time: Each full-time semester is assessed as one half (1/2) year. Six (6) full-time semesters are needed to meet the three (3) year service obligation.

Quarter Service Credit Assessment:
The regular academic year is valued as three (3) quarters per year (Fall, Winter and Spring).
Part-time: Each part-time quarter is assessed as one sixth (1/6) year. Eighteen (18) part-time quarters are needed to meet the three (3) year equivalent full-time service.
Full-time: Each full-time quarter is assessed as one-third (1/3) year. Nine (9) full-time quarters are needed to meet the three (3) year service obligation.
Award Process: Competition must be held annually for KCP Future Faculty Fellowships. A review committee consisting of faculty and staff members review the applications to determine the program admission status of each applicant based upon established criteria. Documentation regarding the review process will be kept in KCP Future Faculty program files.

Upon selection, Future Faculty Fellows must complete and sign a “Future Faculty Fellowship Program Agreement.” The Fellow must review and agree to the conditions and requirements of the Agreement and sign before a witness.

Award Amounts: Maximum Fellowship for master’s level Fellows is $20,000. Maximum Fellowship for doctoral fellows is $35,000. Doctoral applicants must be admitted to a doctoral program at another public university in Michigan. Preference will be given to GVSU faculty or staff who need assistance in earning the doctoral degree, in order to qualify for a regular tenure or tenure track position at GVSU, who are pursuing an appropriate doctoral degree at another Michigan public university with its own KCP program.

At their discretion, Grand Valley State University can award amounts at levels lower than the allowable maximum. The 3-year full-time equivalent service obligation shall be reduced proportionately where less than a full KCP fellowship is awarded to the student. An award initially awarded for less than the current allowable maximum may be expanded (no guarantee) to the full amount allowable under that program level of study.

Application Process
Applicants must submit the following materials to the Future Faculty Program Staff, Office of Multicultural Affairs, Grand Valley State University, 1 Campus Drive, 1240 Kirkhof, Allendale, MI 49401. Phone number: 616-331-2177. The deadline for receipt of applications is March 1. A complete application will include:

1. The GVSU King•Chávez•Parks Future Faculty Fellowship application form.
2. The GVSU King•Chávez•Parks Future Faculty Fellowship Study Plan approved by academic advisor.
3. An educational and career goal statement that links your interest, academic preparation, and current studies to your future plans. It is important to address how these factors will contribute to your potential for success in a faculty teaching or administrative career in a post-secondary institution.
4. Two (2) letters of recommendation from either a former or current professor or employer who is acquainted with your academic abilities and who can comment on your potential for academic study to become a teaching faculty member or academic administrator at a post-secondary institution.