

REQUIREMENTS FOR MENTEES / SUPPLIER QUALIFICATIONS
APPLICATION MUST BE COMPLETED IN ITS ENTIRETY AND SIGNED TO BE ACCEPTED
FINAL APPLICATION DUE FEBRUARY 21 • APPLICANTS NOTIFIED BY MARCH 28

Applicant must:

- 1. Be the CEO, Owner, Managing Partner or President of the company. No Exceptions!**
2. Be a paid, active DA4S Member
3. Applicant must understand if accepted into this program, they must make the program a business priority. This includes being responsive and prepared to be fully engaged with their Mentor and the committee
4. Agree to attend the 2025 and 2026 East Conference and 2025 West Coast conference
5. Agree to sponsor one DA4S event. Either West Coast 2025 or East Coast 2026 if accepted into program
6. Maintain a paid, active membership for 2025, 2026 and 2027. Membership dues for 2026 and 2027 (a total of \$2,200) must be paid by July 1, 2025. No exceptions.
7. Be in business a minimum of three years. (DA4S may consider application if 2+ years)
8. Commit to the time requirements needed to implement the mentoring plan with assigned mentor and at least 2 hours per week throughout the duration of the program
9. Commit to attending the following mentorship meetings (in-person if required):
 - a) East Coast Conference – April 29-May 1
 - b) Mentorship Program Welcome (April 29 at East Coast Conference)
 - c) Mentorship Program Virtual Kick-Off Meeting (June 2)
 - d) Regular Check-In Calls with the Mentorship Committee – Virtual
 - e) West Coast Conference (September 9-11)
 - f) Pitch Competition at the 2026 East Coast Conference
10. Submit this completed application along with a professional photo. All items must be submitted together. Every applicant must have a professional high-resolution photo. This is not optional. Do not submit your application without a photo
11. Accept & sign Waiver of Liability and Program Expectation Terms
12. Applicant may participate in the Mentorship Program a maximum of two years (can be consecutive)
13. Confirm that Company is in a fiscally sound position (if not then please do not apply)
14. Must participate (not optional) in a virtual interview on March 6 & 7. Applicant will be interviewed with the corporate mentors. More information will be provided. The interview day is a requirement to be considered for selection. Date will be provided and applicant must make themselves available

Program Commitments for Mentor & Mentee

1. One year starting in June 2025 and ending May 2026
2. Exclusive Kick-off Meeting on April 29, 2025 at the East Coast Conference
3. Regular Mentorship check-in calls (June 2025-April 2026). These calls are separate from the Mentee/Mentor meetings and mentee must attend. Dates are provided in advance for planning
4. In-person meetings are suggested if possible, but at minimum virtual monthly meetings are required for Mentor/Mentee pairs within the course of this program. (Pairs schedule this according to their calendars)
5. Goals to be met during program. (Goals are discussed and set by each pair)
6. Each mentee will be assigned a "buddy" from the committee. It is expected that they communicate timely with them. This is not optional

Framework – Quarterly + Deliverables

1. **June - July:** Finalize objectives, submit goals, schedule initial meeting during this time-frame, plan out meetings for the rest of the year
2. **August - November:** Share progress with Mentorship committee
3. **January - April:** Share progress – Prepare to finalize open actions
4. **April - May:** Close-out plan; Turn in final goals and complete survey for Mentorship Metrics; Participate in pitch competition; Submit written testimonial

Failure to meet any of these requirements, expectations and deliverables during the program will result in Mentee being removed from the program. Mentorship Program is not to gain business from a Mentoring Company. Asking your Mentor for business will result in an immediate dismissal from the program. Once committed to the program, mentee agrees to complete the one-year program. If mentee withdraws they acknowledge that their membership fees are non-refundable and they will not be eligible to reapply in the future.