



LAC DMH STIPEND PROGRAM Announcement & Application

The Los Angeles County Department of Mental Health (LAC DMH) has announced that it will be awarding educational stipends to MFT students for the 2012-13 academic year. The goal of the LA County DMH Stipend Program is to increase the public mental health workforce with qualified individuals committed to providing services in high priority areas. The Greater Los Angeles Consortium of MFT Educators and Clinical Directors coordinates the MFT Stipend Program under the administration of Phillips Graduate Institute, Chatsworth, CA.

Stipend Objectives

1. To recruit graduate students who have linguistic capacity to provide services in one of the threshold languages in areas identified as high need. The threshold languages include Arabic, Armenian, Cambodian, Farsi, Korean, Russian, Spanish, Tagalog, Vietnamese, Cantonese, Mandarin, and additional Chinese dialects.
2. To recruit graduate students who have cultural competency and the capacity to provide culturally appropriate and sensitive services to consumers in areas identified as high need.
3. To recruit graduate students who would be employed to serve in areas the County has designated as a workforce priority. These areas are currently identified as Service Area 1 (Antelope Valley), Service Area 4 (Downtown Los Angeles), Service Area 6 (South Los Angeles), Service Area 7 (East Los Angeles), services in juvenile justice programs and the jail system throughout the county, Specialized Foster Care (Katie A), and programs funded through the Mental Health Services Act.
4. To recruit graduate students who have prior training or experience with public mental health services provided to veterans, either through practicum (traineeship) training or through curriculum specialization.
5. To recruit graduate students who have prior training or experience with public mental health services provided to older adults, either through practicum (traineeship) training or through curriculum specialization.
6. To recruit graduate students who have prior experience in the mental health delivery system of the LAC DMH through previous employment, current employment, or practicum (traineeship) training.

Stipend Amount and Commitment

LAC DMH will be awarding educational stipends of \$18,500 to eligible graduates. Up to 52 stipends will be awarded. Stipend recipients will need to be employed full time for one year as an MFT Intern in a public mental health agency, either directly operated by or contracted with LAC DMH.

Eligibility for LAC DMH Stipends

Students in the last year of pursuing their graduate degree who have or will be graduating between July 1, 2012 and June 30, 2013 may be eligible to apply for these stipends. In addition, students need to meet the following criteria:

- Must be in a regionally accredited school
- Must pass a criminal record background check (Live Scan prints will be required when applying for employment)
- Must be able to legally work in the United States
- Must be willing to commit to one year of full time employment at a DMH funded agency after graduating
- Must be eligible to register as a MFT Intern upon graduation

Recruitment of Eligible Students

Students will be recruited from the MFT schools that participate in the Greater Los Angeles Consortium of MFT Educators and Agency Directors. LA County Department of Mental Health has partnered with the MFT Consortium of Greater Los Angeles in addressing the County's shortage of qualified mental health practitioners capable of providing culturally and linguistically competent services in certain geographic areas or specialized treatment programs. Administration of the stipend program on behalf of this partnership is provided by Phillips Graduate Institute in Chatsworth, CA.

Application Requirements

Only students recommended by their MFT academic programs will be considered for the LAC DMH Stipend Program. Schools will only recommend students that meet the eligibility requirements listed above. Applications received from students not in their school's recommended list will not be processed. Here are the application requirements:

Notify your academic representative of your interest in applying to the LAC DMH Stipend Program.

Complete this application document. Make sure that you have completed fully the applicant identifying information, and the applicant qualifying information, and checked the designated need areas of employment preference.

Complete the four essays. Your responses need to be brief (limited to 150 words per essay) yet informative enough to convey the strengths you bring to public mental health practice. Your responses should also support the qualities you identified in the "Applicant Qualifying Information" page. Type your responses using APA guidelines as noted.

Complete the *W-9 Federal Tax Form* (rev. Jan 2011). Make sure you include your address and social security number and that you have signed the form. For those applicants awarded a stipend, the stipend checks will be mailed to the address in this form. Only the first page of the *W-9* document needs to be returned with your completed application.

Mail together the completed application, essay responses and the first page of the *W-9* document to the following:

José Luis Flores, MA MFT
Los Angeles County MFT Stipend Program
Phillips Graduate Institute
19900 Plummer Street, Chatsworth, CA 91311

Notification of Application Received

Applications will be reviewed to ensure that all required items are completed and submitted. Applicants will be notified after the deadline that their application was received and whether it qualifies. Applications submitted late (postmarked after November 5, 2012), incomplete applications, and applications from students not on the school's recommendation list will not qualify. Applicant's eligibility will be based on information provided in the application only. Changes, corrections or additions to submitted applications cannot be made after the deadline.

Notification of Stipend Selection

Qualifying applications will be considered by the LAC DMH for stipend selection. Applicants selected for a stipend will be notified via email and will be required to attend the Stipend Orientation Session as noted below. Communication with applicants will be through the first email address provided in the Applicant Identifying Information.

LAC DMH Orientation / Contract Signing Session

Applicants awarded a stipend must attend a Stipend Orientation Session conducted by LAC DMH. The Stipend Orientation Session will be held at Phillips Graduate Institute in Chatsworth, CA on December 4, 2012 from 10AM - Noon. **Attendance at the Stipend Orientation Session is required of all stipend awardees.** The *LAC DMH Stipend Contract* will be distributed and signed during the Stipend Orientation Session. The contract is an agreement between LAC DMH and the student and outlines the responsibilities of each party. The contract also outlines options for stipend repayment if the stipend recipient does not graduate by June 30, 2013, does not obtain employment in a DMH agency, or does not complete one year employment in a DMH agency.

Distribution of Stipend Amount

The stipend funds will be dispensed to student-awardees through Phillips Graduate Institute and is intended to occur within 60 days* of the Stipend Orientation Session when all students have signed the *LAC DMH Stipend Contract*.

* Pending finalization by the County and transfer of funds to Phillips Graduate Institute.

Verification of Employment

Students awarded a stipend will need to verify obtaining employment in a DMH operated, or DMH contracted agency, to be in compliance with the contract agreement. To verify employment, an administrator of that agency will need to submit the *MFT Verification of Employment Form*. The form will verify that the agency is a DMH contracted facility and that the stipend recipient has been employed as a mental health provider. The form will also verify if the stipend recipient is employed in a designated high need area, and/or is providing services to consumers using one of the threshold languages. The verification form needs to be mailed to Phillips Graduate Institute by the agency's administrator. This form will be made available to the students that have been awarded a stipend and have signed the *LAC DMH Stipend Contract*.

APPLICATION DEADLINE: November 5, 2012

"To Enrich Lives Through Effective And Caring Service"



*LAC DMH STIPEND PROGRAM
2012-13 MFT Application Form*



APPLICANT IDENTIFYING INFORMATION

Complete all required identifying information legibly. Provide your full name, no abbreviations; the name must match the name provided in the IRS W-9 form. Communication with the applicant will be through the first email address provided. Make sure emails provided clearly distinguishes underscores and numbers from underlines and letters. Date of degree conferral is the date of degree completion posted on transcripts. Applicant needs to be in the school's recommendation list for eligibility. The school's recommendation verifies student's current enrollment, good student status, and projected completion of degree by June 30, 2013.

Name: (Please Print) _____

Student Address: _____

Student Permanent Address: _____

Student Email(s): 1. _____ 2. _____
(Print legibly) (Print legibly)

Cell Phone: _____ Home Phone: _____ Date of Birth: ____/____/____

Driver's License No. : _____ SSN: _____ - _____ - _____ Ethnicity (optional): _____

School: _____ Date of Degree Conferral: ____/____/____
MM / DD / YY

Signature: _____ Current Date: _____

APPLICANT ESSAY RESPONSES

Type your responses to the four essays and attach to your application. Limit each essay response to 150 words. Essays must be double spaced using 12 point Times New Roman font. Do not include your name or name of your school in your responses.

- 1. Briefly state your professional interest and commitment to public mental health.**
- 2. State how you envision working within public mental health and what you feel is important in working with the population served by the LAC DMH delivery system.**
- 3. Describe your personal background, work experience, and/or individual strengths which will help you integrate and apply knowledge to work in public mental health settings.**
- 4. State how your professional career plans meet the six objectives of the LAC DMH Stipend Program.**

APPLICATION DEADLINE: NOVEMBER 5, 2012
Applications postmarked after the deadline will not be accepted. Only applications mailed with original signatures will be processed. Do not include résumés or letters of recommendation.

APPLICANT QUALIFYING INFORMATION

Selection of Qualifying Criteria

To meet the objectives of the stipend program, the LAC DMH has identified the following needs as priorities for workforce recruitment and will guide the selection of applicants for the stipends. Priority One criteria address higher workforce needs than Priority Two criteria. Indicate with a check mark the criteria for which you qualify and the areas you are willing to commit to find employment in a DMH operated or contracted agency.

You may check all of the criteria for which you qualify.

Priority One: Language capacity

: I am able to provide services to consumers in one of the identified threshold languages.

My second language capacity is: _____

Priority One: Multicultural capacity

: I am able to provide multiculturally competent services to consumers living in high need areas.

My Multicultural capacity is: _____

Priority One: Employment in a “high need area or difficult to recruit program.”

: I am willing to commit to find employment in a DMH operated or contracted agency that provides services to consumers in the County’s designated high need areas or difficult to recruit programs. These are identified as Service Area 1 (Antelope Valley), SA 4 (Downtown Los Angeles), SA 6 (South Los Angeles), SA 7 (East Los Angeles), and services in Juvenile Justice Programs and jail system programs throughout the County.

Priority Two: Employment in a “high need program”.

: I am willing to commit to find employment in a DMH operated or contracted agency, providing services to consumers in the County’s designated high need program areas. These are identified as Specialized Foster Care, Older Adults Services, Veteran Services, and programs funded through the Mental Health Services Act that require in-the-field services.

Priority Two: DMH Employment or Field Placement Experience.

: I have prior or current employment experience or placement training in a DMH operated or contracted agency. Indicate name of employment or placement agency and dates of service:

Priority Two: Public Mental Health Experience, Training or Curriculum Specialization Serving Veterans.

: I have prior experience, practicum training, or curriculum specialization serving veterans in public mental health care. Indicate type of specialization or where experience and/or training took place:

Priority Two: Public Mental Health Experience, Training or Curriculum Specialization Serving Older Adults.

: I have prior experience, placement training, or curriculum specialization serving older adults in public mental health care. Indicate type of specialization or where experience and/or training took place:

Selection of Employment Area Preference

Please indicate which of the following designated need areas you are willing to work in after graduation.

Check all that apply.

Service Provider Area 1 – Antelope Valley

Service Provider Area 4 – Downtown Los Angeles

Service Provider Area 6 – South Los Angeles

Service Provider Area 7 – East Los Angeles

Correctional Mental Health (Juvenile Justice or Jail System)

MHSA Program

Specialized Foster Care (Katie A)

Older Adult Services

Veteran Services

(Note: The Los Angeles County Department of Mental Health reserves the right to re-evaluate current workforce priorities and identify new priorities during the term of the agreement.)