

## COUNTY OF LOS ANGELES

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## DEPARTMENT OF MENTAL HEALTH

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### *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 2009-2010 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 need areas. The Greater Los Angeles Consortium of MFT Educators and Clinical Directors is coordinating the MFT Stipend Program under the administration of Phillips Graduate Institute, Encino, 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 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 (MHSA).
4. To recruit graduate students who have prior experience in the mental health delivery system of the LAC DMH through previous or current employment or through practicum (traineeship) training.

#### **Stipend Amount and Commitment**

LAC DMH will be awarding educational stipends of \$18,500 to eligible graduates. Up to 36 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 will be graduating between July 1, 2009 and June 30, 2010, may be eligible 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 work 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 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 Encino, CA.

#### **Application Requirements**

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

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## Procedures

- Complete this application document. Make sure that you fully and accurately complete the applicant identifying information, select your qualifying criteria, and check the designated need areas of employment preference.
- Complete the three essay questions. 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 "Selection of Qualifying Criteria." Do not include other material such as a résumé or Curriculum Vitae.
- Complete the attached *W-9 Federal Tax Form*. Make sure you include your address and social security number and that you have signed the form. Note that the stipend check 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 answers 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  
5445 Balboa Blvd., Encino, CA 91316

### Notification of Application Received

Applications will be reviewed to ensure that all required items are completed. Applicants will be notified after the deadline that their application was received and whether it qualifies. Incomplete applications and applications submitted late will not qualify. Applicant's eligibility will be based on information provided in the application. 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 an Information Session. Communication with applicants will be through the first email address provided in the Applicant Identifying Information.

### LAC DMH Information/Contract Signing Session

Applicants awarded a stipend must attend an Information Session conducted by LAC DMH. These sessions will be held at Phillips Graduate Institute in Encino, CA. Dates and times of these Information Sessions will be provided when notified of award selection. **Attendance at one Information Session is required of all stipend awardees.** The *LAC DMH Stipend Contract* will be distributed and signed during these Information Sessions. 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, 2010, 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 in one installment. Stipend distribution is through Phillips Graduate Institute and is intended to occur within 30 days\* of the last Information Session when all students have signed the county 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, 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 *DMH 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 available to the student once the stipends are awarded.

**APPLICATION DEADLINE: FEBRUARY 12, 2010**  
Applications postmarked after the deadline will not be accepted.

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*LAC DMH STIPEND PROGRAM Application*

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**APPLICANT IDENTIFYING INFORMATION**

Name: (Please Print) \_\_\_\_\_ School: \_\_\_\_\_

Student Address: \_\_\_\_\_

Student Permanent Address: \_\_\_\_\_

Student Email(s): 1. \_\_\_\_\_ 2. \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Date of Birth: \_\_\_/\_\_\_/\_\_\_

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

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

**Priority One:** Language capacity and/or Multicultural competence

\_\_\_\_\_: I am applying for this stipend as a graduating student with multicultural or bilingual capacity and am willing to commit to find employment at a DMH or DMH contracted agency, and able to provide multiculturally competent services to consumers and/or services to consumers in one of the identified threshold languages.

My second language capacity is: \_\_\_\_\_. Multicultural capacity: \_\_\_\_\_

**Priority One:** Employment in "high need area or difficult to recruit program."

\_\_\_\_\_: I am applying for this stipend as a graduating student and am willing to commit to find employment in a DMH or DMH 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 6 (South Los Angeles), SA 7 (East Los Angeles) services in Juvenile Justice programs and Jail system programs throughout the county.

**Priority Two:** Employment in "high need program".

\_\_\_\_\_: I am applying as a graduating student for this stipend and am willing to commit to find employment in a DMH or DMH contracted agency, providing services to consumers in the county's designated high need program areas. These are identified as Specialized Foster Care (Katie A), and programs funded through MHSA.

**Priority Two:** DMH Employment or Field Placement Experience.

\_\_\_\_\_: I have prior employment experience or placement training in a DMH or DMH contracted agency.

Name of employment or placement agency: \_\_\_\_\_.

Note: The LAC DMH reserves the right to re-evaluate current workforce priorities and identify new priorities during the term of the agreement.

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Please indicate which of the following designated need areas you prefer to work in after graduation. Check all that apply.

- Service Provider Area 1 – Antelope Valley
- Service Provider Area 6 – South Los Angeles
- Service Provider Area 7 – East Los Angeles
- Correctional Mental Health (Juvenile Justice or Jail System)
- Specialized Foster Care
- MHSA Program

**Essay questions**

You may write your answers on this sheet, or attach a typed sheet with your answers. However, you must submit this sheet with the information and signature required below. Limit each essay to 150 words.

- 1. Briefly state your professional interest and commitment to public mental health.
  
  
  
  
  
  
  
  
  
  
- 2. How do you envision working within public mental health and what do you feel is important in working with the population served by this system?
  
  
  
  
  
  
  
  
  
  
- 3. What personal background, work experience, and/or individual strengths do you think will help you integrate and apply knowledge to work in public mental health settings?

**Student’s Name and Signature**

Print Name: \_\_\_\_\_

Date of Degree Conferral: \_\_\_\_\_  
MM / DD / YY

Signature: \_\_\_\_\_

Current Date: \_\_\_\_\_

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