

Minnesota B.S.W Title IV-E Child Welfare Stipend Program
Memorandum of Agreement
2014-2015

Contingent upon continuation of federal Title IV-E funds and contract approval by the Minnesota Department of Human Services, the Title IV-E Child Welfare grant will provide an educational stipend for B.S.W Child Welfare Student Stipend Recipients. As a recipient of a Title IV-E Child Welfare Training grant from [Insert Name of BSW Consortium University], I agree to the following conditions associated with receipt of this award:

1. I agree to have my senior field placement in a county, tribal or state child welfare unit.
2. I agree to register for, and complete, classes in the social work program at [Insert Name of B.S.W Consortium University], including the course(s) designated for Child Welfare students, or get permission to change from the B.S.W Title IV-E Scholar Coordinator.
3. I understand that in accepting this award that I agree to fulfill the requirements and to graduate with a B.S.W. degree. Failure to graduate with a B.S.W. degree will require me to repay in full any award money I have received from the B.S.W Title IV-E Child Welfare Stipend Program.
4. I agree to attend other meetings and seminars related to child welfare as offered by at [Insert Name of B.S.W Consortium University], including required workshops that may be offered periodically. This includes completing the Minnesota State Department of Human Services Child Welfare Foundation Training online Modules 1 through 6 and three days of classroom training.
5. I agree to continue to provide the BSW Title IV-E Student Coordinator at [Insert Name of B.S.W Consortium University] and at the University of Minnesota with my address and work place information for a minimum of two full years after graduation or until my employment obligation is complete.
6. Immediately upon exit from [Insert Name of B.S.W Consortium University], I agree to seek employment in the area of child welfare in a public (county, state or tribal) agency working with or on behalf of Title IV-E eligible children and to accept such a position if one is available and if one is offered within 3 months. If I have not secured approved employment within 3 months of exit, I also agree to contact the University of Minnesota Title IV-E Scholar Coordinator to schedule a consultation. I agree to commit to employment in the area of child welfare in a public agency for a period of time equal to the length of support, semester for semester. (Per contract with the grantor, a semester is defined as 4 and 1/2 months.)

The guidelines for the job search are as follows:

- a) I agree to register and document that process with the Minnesota Merit System and other state registration systems as appropriate.
- b) I understand the job search is limited to a reasonable distance (50 miles or less) from my residence.
- c) I understand it is my **legal obligation** to accept a job, if offered, in a county, state or tribal child welfare agency working with or on behalf of Title IV-E eligible children, preferably in the state of Minnesota. Usually this means a child welfare unit in foster care, adoptions, child protection or a combination of those services.

- d) I understand that if no such position is secured within 3 months of my exit from [Insert Name of B.S.W Consortium University], documentation of my job search must be submitted to the University of Minnesota Director of Professional Education at the Center for Advanced Studies in Child Welfare. I understand that my documented job search must continue for at least 3 months post-graduation, as posted on my University transcript, or until I accept an approved position in public child welfare.
 - e) I understand that if I fail to submit the required documentation and fulfill the employment obligations described above, I, the award recipient, must repay the award. Accounts may be turned over to either the University Collection office or another agency for collection (in which case I will be responsible for any related collection fees).
 - f) Although I may begin searching for and working in an eligible position before graduation, only employment after my actual graduation date from the B.S.W. program counts toward fulfilling my obligations under this Memorandum of Agreement.
 - g) See additional job search guidelines available from the BSW Title IV-E Student Coordinator at [Insert Name of B.S.W Consortium University] and from the University of Minnesota Director of Professional Education at the Center for Advanced Studies in Child Welfare
7. I understand that if I should be released from employment for any reason, including wrongdoing on my part, during my period of obligation, I will be required to repay the award or obtain another approved child welfare job. Repayment will be determined by calculating the award amount, prorated by how much time is remaining in my employment obligation.
 8. According to Minnesota State law, you will be required to have a background check prior to entering your field placement. It is important to be aware that any findings of this background check may affect your academic career.
 9. I authorize the Social Work Department of [Name of B.S.W Consortium University] to provide public and otherwise private information about me to the Center for Advanced Studies in Child Welfare (CASCW), School of Social Work, University of Minnesota, for purposes, such as identification, compliance, and collection, relating to the grant and the grant program. This information may include, but is not necessarily limited to, the following: name; address; social security number, date of birth, electronic (e-mail) address; dates of enrollment; enrollment status (part-time, full-time, not enrolled); field placement; major and minor; adviser; academic awards and honors; graduation date and degree; job search information (what agencies, where, when, results); and employment after graduation. I understand that CASCW may share information about me with other parties as needed to fulfill program requirements, to ensure my compliance with the terms of the MOA, or to pursue collection if I fail to comply with grant requirements. Agreement to these terms is required to receive the grant.

I accept this award for the 2014-2015 academic year and agree to all conditions as outlined in this agreement. The award is contingent upon satisfactory completion of requirements, being and remaining a student in good standing, and continuation of federal funds.

I understand that this signed document supersedes any B.S.W. Title IV-E Child Welfare Program Memoranda of Agreement previously signed by me.

(Signature)

(Name—please print)

(Date)