
***UNIVERSITY OF TEXAS AT
EL PASO***

DEPARTMENT OF SOCIAL WORK

CHILD WELFARE TRAINING COLLABORATION

CPS-CWTC PARTNERSHIP

STIPEND AGREEMENT

MASTERS OF SOCIAL WORK (MSW) 2016

Effective for 2017-2018 Incoming Students

Contacts

Principal Investigator/Director: Candyce Berger, Ph.D., MSW
(csberger2@utep.edu) 915-747-5453

Project Investigator: Mark Lusk, Ph.D.,
(mwlusk@utep.edu) 915-747-8588

Project Investigator: Katheryn Schmidt, Ph.D., MSW
(kjschmidt@utep.edu) 915-747-8397

Co-Principal Investigator/Field Coordinator: Alma Armendariz, MSW
(ararmendariz2@utep.edu)

CWTC Coordinator: Virginia Martinez, LCSW
(vlmartinez9@utep.edu) 915-747-8317

Project Analyst: Erica Balderrama, MSW
(erbalderrama@utep.edu) 915-747-8306

CWTC
Child Welfare Training Collaboration
A CPS-UTEP Department of Social Work Partnership

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Part I: Introduction

Child Welfare Training Collaborative (CWTC) is the Title IV-E Educational Project housed in the University of Texas at El Paso (UTEP) Department of Social Work. CWTC is a partnership with the Texas Department of Family and Protective Services (DFPS) Children's Protective Services (CPS) that targets graduate students for a specialized Master of Social Work (MSW) education in children and families with the goal of employment in the state CPS. Eligible CWTC students must apply and be formally admitted into the UTEP MSW Program, meet all curricular and graduation requirements, and complete their MSW degree within the allowable time frame. Applicants must also meet requirements/acceptance by the CPS key players prior to being considered for the UTEP MSW Program. Additional CWTC requirements are outlined in this guidebook

Part II: Administrative Guidelines Stipend/Agreement

GUIDELINES FOR CPS EMPLOYEES

A. Eligibility

- 1. CPS employees who are in a Title IV-E eligible position (See attachment), have been employed for one year from their hire date, and perform their work at a satisfactory level for production (performance) and attendance are eligible to apply for a CWTC stipend.*
- 2. If only limited stipends are available, seniority may be considered as criteria for selection.*
- 3. A CWTC stipend is awarded to a student once they have satisfied all requirements and the agreement is received as approved from CPS State Office (SO) at the beginning of a semester.*
- 4. The student may not receive the full amount of the stipend given that it goes towards their financial aid with UTEP's Scholarships department.*

B. Payback

- 1. Receipt of a stipend requires a commitment to work in CPS in any region in the state of Texas, and the commitment is based on the number of semesters for which the stipend is received.*
- 2. A semester is either a fall, spring or summer semester.*
- 3. Employees would be committed to four (4) months of employment for every semester that a stipend is awarded and not to exceed the total amount allocated.*
- 4. Employee's payback (either through CPS employment or through financial repayment) begins immediately after termination of the contract, or graduation from the MSW Program at UTEP.*

5. *Employees who leave CPS before the end of their payback completion due to termination or resignation will be required to begin cash payback to DFPS immediately. These students must attend an exit interview with Regional Operations Support Administrator (SPA-ROSA) at which time payback arrangements will be made.*
6. *Students who are in the military reserve and are called to active duty must obtain a formal leave of absence from CPS and the Department of Social Work at UTEP.*

C. Administrative

1. *Only DFPS employees in eligible Title IV-E positions are eligible to apply for the stipend, and must work in eligible IV-E CPS positions upon completion of their MSW degree.*
2. *CPS employees complete one (1) year of practicum outside of CPS, on their own time, outside of their normal 40-hour work week.*

Other CWTC Requirements

1. *Students are required to attend each CWTC training offered unless they have received an excused absence in advance from the CWTC Field Practicum Coordinator.*
2. *Students agree to participate in ongoing and post-graduation evaluations of the CWTC program.*

GUIDELINES FOR NON-CPS EMPLOYEES

A. Eligibility

1. *Students who are non-CPS employees are now eligible to apply for the student stipend based on availability of stipend slots.*
2. *Must meet specific criteria as outlined by the state stipend website:
https://www.dfps.state.tx.us/handbooks/CPS/Files/CPS_pg_8525.asp*
3. *Must also receive prior approval from their practicum placement coordinator before beginning the program.*
4. *If there is limited space available, selection criteria will be based on GPA and other satisfactory academic standing.*
5. *A stipend is awarded for a specified amount and provided in 2 or 3 separate intervals consistent with the semester, but not to exceed approved total for the academic year.*
6. *The student may not receive the full amount of the stipend given that it goes towards their financial aid with UTEP's Scholarships department.*

B. Payback

1. *Receipt of a stipend requires a commitment to work in CPS in any region of Texas and is based on the number of semesters for which the stipend is received.*
2. *Stipend must be initiated in first year of MSW program; the student must remain in the stipend program until completion of MSW program.*
3. *A semester: Fall, spring or summer, shall be considered equal to eight (8) full calendar months for repayment purposes.*
4. *Part time students may receive may not exceed to total allowable amount of the stipend funds.*

5. *Students who leave the MSW UTEP Program, drop out of the stipend program, are terminated from the Stipend program or do not work at CPS after graduation, will be required to begin cash payback to DFPS immediately. These students must attend an exit interview with the Regional Operations Support Administrator (SPA-ROSA) at which time payback arrangements will be made.*
6. *Students who are in the military reserve and are called to active duty must obtain a formal leave of absence from CPS and the Department of Social Work at UTEP.*

C. DFPS/CPS Employment Process

1. *Students are required to complete a DFPS job application during their last semester two months prior to graduation.*
2. *CWTC students, who seek employment at CPS after they enroll in the MSW UTEP Program and prior to graduation, may be hired according to existing DFPS hiring requirements. When this occurs, the student will continue under the non-DFPS stipend agreement for the remainder of their academic period.*
3. *If hired by CPS after the student completes the MSW program, the student will need to complete the Child Protective Services Professional Development training (CPD) training as a CPS employee. The training is 13 weeks in duration and may be offered in any region in Texas, not necessarily in the region where the student is hired.*

D. Transition to Practice

1. *Graduation Notification: At least one month before graduation, the CWTC Project Coordinator will notify the ROSA-SPA which students are expected to graduate. After graduation, the CWTC Project Coordinator will notify State DFPS Contracts and the ROSA-SPA which students actually graduated.*

2. *Matching Interests and CPS Title IV-E Title eligible positions: Student interests and preferences, along with available job vacancies will be considered to the extent possible. The CWTC Field Practicum Coordinator will provide information about the program area that the student completed his/her internship to the CPS ROSA.*

3. *Notification Regarding New Hires: The CPS ROSA will include the CWTC Project Coordinator and CWTC Field Practicum Coordinator in the distribution of the following list when the CWTC student is hired by CPS:*
 - *The hire date*

 - *CPD class number*

 - *New hires' name*

 - *Field (CVS, FBSS, etc.) unit number*

 - *Position number*

 - *Supervisor's name*

 - *Unit mail code*

 - *County*

 - *Program Director's name*

E. Other CWEP Requirements

- 1. Students are required to attend each CWTC training offered unless they have received an excused absence in advance from the CWTC Coordinator of Field Education.*
- 2. Students agree to participate in ongoing and post-graduation evaluations of the CWTC program.*

University of Texas at El Paso
Masters of Social Work
Child Welfare Collaboration Training Project (CWTC)

CWTC Student Agreement

I, _____, have received and read the **Child Welfare Training Collaboration Project Stipend Agreement**, and agree to be bound by the provisions and specific degree plans/requirements. I further understand that the DFPS Stipend Agreement will provide specific contract information about my participation in this educational program, and the UTEP Department of Social Work and CWTC reserves the right to modify information provided in this document. **This agreement must be in accordance with the CWTC Practicum Coordinator prior to signing the CPS Stipend Contract. Failure to do so may result in postponement or cancellation of the stipend.**

Check one:

For CPS Students:

_____ **Part Time Students**

For Non-CPS Students:

_____ **Full-Time Student**

_____ **Part-Time Student**

Student's Signature _____

Date: _____

Title IV-E Stipend Eligible Positions

PAC	Subject matter Experts (SME)	PAC	Direct Delivery -FGDM
11000	DISABILITY SPECIALIST	11007	FAMILY GROUP DECISION MAKING SPECIALIST
11000	EDUCATION SPECIALIST	11007	FGC COORDINATOR
11000	INTENSIVE ADOPTION SUPPORT SPECIALIST	PAC	DIRECT DELIVERY KINSHIP
11000	YOUTH SPECIALIST	11009	KINSHIP PROGRAM DIRECTOR
PAC	PROGRAM SUPPORT	11009	KINSHIP PROGRAM DIRECTOR ADMIN TECH
11500	FOSTER CARE ELIGIBILITY SUPERVISOR	11009	KINSHIP SUPERVISOR
11500	FOSTER CARE ELIGIBILITY SPECIALIST	11009	KINSHIP ADMIN RECH
11500	FOSTER CARE ELIGIBILITY ADMIN SUPPORT	11000	KINSHIP WORKER
PAC	DIRECT DELIVERY-FUN UNIT-CVS	14000	KINSHIP WORKER
11005	PROGRAM DIRECTOE-CVS	PAC	DIRECT DELIVERY-OTHER
11005	PROGRAM DIRECTOR-CVS ADMIN SUPPORT	11000	PROGRAM DIRECTOR ADMIN SUPPORT
11005	CVS SUPERVISOR	11000	CENTRALIZED PLACEMENT SUPERVISOR
14000	CVS SUPERVISOR	11000	CENTRALIZED PLACEMENT CASEWORKER
11005	CVS CASEWORKER	11000	CENTRALIZED PLACEMENT ADMIN SUPPORT
14000	CVS CASEWORKER	11000	I SEE YOU SUPERVISOR
11005	CVS UNIT ADMIN TECH	11000	I SEE YOUR CASEWORKER
14000	CVS UNIT ADMIN TECH	11000	I SEE YOU ADMIN SUPPORT
11005	CVS UNIT HST	11100	PAL SUPERVISOR
14000	CVS UNIT HST	11100	PAL CASEWORKER
PAC	DIRECT DELIVERY-FAD*	11100	PAL ADMIN SUPPORT
11012	PROGRAM DIRECTOR-FAD	PAC	SMES-DIRECT REPORTS TO SO
11012	PROGRAM DIRECTOR-FAD ADMIN SUPPORT	11000	CPS RES TREATMENT PLACEMENT COORDINATOR
11012	FAD TRAINER		
11012	FAD SUPERVISOR		
14000	FAD CASEWORKER*		
11012	FAD CASEWORKER*		
11012	FAD RECRUITER		
11012	FAD FAITH BASED CASEWORKER		
11012	FAD ADMIN TECH		
11012	FAD UNIT HST		

