

## Overview of Grant Procedures

### Title IV-E Student Application Criteria:

#### The Successful Applicant must:

1. Be formally admitted into the Social Work program with 60+ hours completed, and be eligible for SW Practice classes (316, 403, and 404);
2. Carry a minimum of 12 coursework hours per semester with a 2.30 overall GPA. (**All** criteria must be met before application submission.)
3. Submit an application with a current transcript and résumé, names and addresses of two references, in addition to a recommendation from the Dept. of Social Work. (Grant Coordinator will review application and arrange meeting appointment);
4. Be interviewed and accepted by representatives of the WVDHHR. Applicants will be notified of formal interviews by DHHR once they receive applicant information.
5. Sign a binding contract with the WVDHHR agreeing to:
  - a) Maintain a GPA necessary to remain in good standing with the WVSU Social Work program;
  - b) Enroll in the electives SW 210 and SW 205 (if possible);
  - c) Complete a field placement in a child welfare social service agency. (Placement obligation is reviewed by Professor Rita Brown.);
  - d) Earn the BSW degree at WVSU;
  - e) Accept employment with the WVDHHR/Office of Social Service in any of its state or county offices for an equivalent time that the stipend was received (offer for employment must be within 60 days of application);
  - f) Contact the WVSU Title IV-E Office and WVDHHR if unable to meet the conditions of the contract and arrange for repayment (with interest) of the stipend(s) received.

## Application Deadline To Be Announced

Attach this application with your personal résumé, current higher education academic transcript and personal references for submission to Professor Rita Brown, Title IV-E Grant Coordinator, at West Virginia State University, Social Work Department. The awarding of stipends is the decision of the Office of Social Services of the WV Department of Health and Human Services.

### West Virginia State University

**Prof. Rita Brown, Program Coordinator**  
**Office of Title IV-E / Student Grant**  
**Department of Social Work**  
**928 Wallace Hall**  
**PO Box 1000**  
**Institute, WV 25112**

**Phone: 304-766-3273**

Or

Program Assistant: Ms. Lee Altiery  
304-766-3018

## Social Work Grant Opportunity Title IV-E Social Work Majors: Juniors and Seniors Tuition / Stipends Application

The WVSU Department Social Work is accepting applications from its majors for educational tuition/stipend awards. The tuition/stipend awards are contingent upon continued funding by the WV Department of Health and Human Services under a Title IV-E Grant. (These awards may affect eligibility for other financial aid and **applies only after all other free aid is used**. In addition, it may also be subject to taxation.)

### Application Requirements:

#### **Applicant:**

- 1- Must be formally admitted into the Social Work Program at WVSU.
- 2- Must have 60 hours completed.
- 3- Must have a 2.30 GPA (or better).
- 4- Must be eligible for SW Practice classes.

**(View *Criteria* panel for more details)**

## Title IV-E Student Grant Application:

Respond to the following questions in a typed, single-spaced, Times New Roman font, 5-page essay. (Well developed paragraphs please.) Use the question headings on response sheets.

Submit the application with your current transcript, personal résumé, and two references to Professor Rita Brown, in 928 Wallace Hall, or the Title IV-E Program Assistant in 924 Wallace Hall.

**Name:** \_\_\_\_\_  
\_\_\_\_\_

**Rank** (Junior or Senior): \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Phone:** \_\_\_\_\_  
\_\_\_\_\_

**Student ID#** \_\_\_\_\_

1. Why did you choose to become a Social Worker?
2. What experiences and aptitudes do you bring to the job with the WVDHHR?
3. On a scale of 1 to 5 (with 1 as weakest and 5 strongest) rate your level of commitment to working in a public agency that provides social work services to families and children (circle number) 1 2 3 4 5.
4. Explain why you rated yourself as you did.
5. Do you have any concerns or reservations about working with the WVDHHR?

6. What types of clients and/or problems would you feel uncomfortable dealing with?
7. Why do you think you should be selected for this grant?



***NOTE:** When submitting this form, schedule a pre-interview meeting with Professor Rita Brown to review eligibility requirements, as well as grant availability at the time of submission.*