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Advocates for Human Potential, Inc.
Behavioral Health Workforce Development

Mentored Internship Program

Deadline: 2/18/2022

Mendocino County Behavioral Health and Recovery Services Behavioral Health and Recovery Services MIP

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USD\$ 486,374.00 Requested

Project Contact

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Additional Contacts

none entered

Mendocino County Behavioral Health and Recovery Services

1120 S Dora St
Ukiah, CA 95482
United States

Director

Jenine Miller

millerje@mendocinocounty.org

Telephone 7074722355

Fax

Web

EIN 946000520

Application Questions [top](#)

Section I. Applicant Information PART A. Applicant Organization Information

1. County of Applicant Organization Address

Mendocino

2. County/ies where services will be provided (catchment area):

Mendocino

3. Representative Name

Jenine Miller, Psy.D.

4. Representative Title

Director

5. Representative Email Address

millerje@mendocinocounty.org

6. Representative Phone Number

707-472-2355

7. Alternative Contact Name

Joy Beeler

8. Alternative Contact Email Address

beelerj@mendocinocounty.org

9. Alternative Contact Phone Number

17074722388

10. Nonprofit incorporation date and State where incorporated:

N/A

11. Applicant's annual budget amount over past two years, plus 2021.

Put "N/A" if organization did not exist in these years.

2019: 30,793,272 2020: 21,405,163 2021: 34,418,700

12. Does applicant organization have an annual financial audit?

☒ Yes

☐ No

13. How many interns will be requested and for how many hours will they be intended to work?

Two graduate and two undergraduate students at 40 hours/week

14. Which sessions do you intend for interns to participate?

Two 12-week Summer programs and two 14-week Spring / Fall terms

Section I. Applicant Information PART B: Attestations (complete the appropriate Attestation below)

15. Verification of nonprofit status authorized to do business in California.

☒ Yes

☐ No

16. Is the location where your organization is requesting funds in a highly affected SUD/overdose geographic area and/or a particularly underserved community?

By checking this box we attest that this statement is true.

☒ Yes

☐ No

17. Please describe this location's situation:

Mendocino County has communities that are very isolated from the larger population centers and also more ethnically concentrated, these communities are at higher risk of poverty, suicide and other risk factors associated with substance use.

Section II. Who is the Applicant Organization? (up to 4000 characters)

18. Section II. Who is the Applicant Organization? (up to 4000 characters) Describe the applicant organization, BH services in their community, and their target population. Be sure to include how the applicant organization will establish a collaborative partnership with at least one local educational institution to actively develop a qualified and diverse intern candidate pool from which to recruit BH interns for their organization. (Review additional items identified under the scoring criteria for this section of the application.)

Mendocino County (pop. 87,749) lies on Northern California's Pacific coast 100 miles north of San Francisco, covering 3,500 square miles of rugged terrain and including four incorporated cities; six unincorporated towns, including four frontier communities; 30 isolated "pocket" communities; and 11 American Indian Tribes. Racially, 85% of residents are White, 7% are Native American, and 8% are of other or multiple races. Ethnically, 25% of residents are Hispanic. However, the percentage of Latinos is higher among youth—45% of last year's kindergarten students were Latino.

The community's diverse social mix, surrounding topography, and intergenerational trauma have created a culture in which use of psychostimulants is widely used. Mendocino County's age-adjusted death rate due to suicide is 21.3%, compared with the statewide rate of 10.4%. County residents report frequent mental health distress at a rate that is 13.4%, higher than the state rate of 10.8%. Most notably, Mendocino County's age-adjusted drug and opioid-involved death rate is 26.2%, compared with California's rate of 12.7% and the national rate of 11.3%. In 2020, Mendocino County Public Health reported 23 suicides in 2019 and 34 suicides in 2020.

BHRS mental health cares for the people of Mendocino County whose lives are affected by mental illness and substance use —

delivering services in the least restrictive, most accessible environment within a coordinated system of care that is respectful of a person's family, language, heritage, and culture. We strive to educate ourselves, individuals, families, and the community about mental illness and the possibilities of treatment and recovery. We strive to maximize independent living and improve quality of life through community-based treatment.

BHRS offers MH and SUD programming within a structure that includes established policies and procedures using evidence-based, trauma-informed practices. Other BHRS resources include staff supervision and a strong history of implementing effective prevention programming.

Prevention programs recruit youth, maintain enrollments in youth groups, organize youth activities, and support youth through advocacy, training, and meaningful community activities. We work with various at-risk youth, including LGBTQ2S+, NA/AI, and Latino (a) (x). The purpose of youth groups is to reduce risk factors for substance use, develop youth leadership and advocacy roles, and educate and raise awareness among youth around health and wellness topics.

The project will be implemented under the overall guidance of the BHRS Director. Jenine Miller, Psy.D., is a clinical psychologist with experience in mental health and SUD treatment. She currently oversees mental health and SUD services and has worked with BHRS since 2008. Karen Lovato, Senior Program Manager for MH Programs, will serve as supervisor for grant-related activities. BHRS will assign a qualified Clinical Manager and SUDT Manager to serve as Internship Coordinators and carry out proposed project activities. BHRS will also assign a Program Administrator to assist with coordination and collaboration of the program.

Cal Poly Humboldt University (CPHU) will be BHRS' primary partner. As detailed in the Letter of Commitment, the university's purpose is to be exemplary partners across their region and state by integrating community engagement and contributing to workforce development in their academic enterprise and beyond. Mendocino and Humboldt are similar culturally / geographically, so many of the topics covered in Humboldt's coursework & their experiences from their time in Arcata, CA may be directly applicable to their internship in Mendocino County.

CPHUs program maintains an emphasis on working with Indigenous and rural communities. Coursework is designed to decolonize mainstream social work practice by building reciprocal and dynamic relationships and to support people who are rooted in their communities.

Section III. MIP (up to 4000 characters)

19. Section III. MIP (up to 4000 characters) Describe how you plan to use MIP Grant funds and goals for the grant. Include goals and objectives. Be sure to include: your plans to improve and expand BH services through the mentorship of interns in workforce recruitment, retention, quality improvement, and diversification with regard to ethnic, language-capacity, racial, gender-identity, and disability inclusion among your staff and patients served; The level of interns the organization seeks to recruit and why these types of interns will best suit the needs and capacity of the applicant organization; and, the duties the organization plans for the interns according to each position type. (Review additional items identified under the scoring criteria for this section of the application.)

Mendocino County Human Resources has an existing Internship Program that offers students learning opportunities as an apprentice or trainee in various fields while enriching public service for Mendocino County. But there is a significant imbalance between supply and demand for mental health / SUDT interns. BHRS expects that this partnership with Humboldt University will give us access to a pool of motivated individuals who will bring fresh thinking and innovation to our workplace. The program will also provide interns the ability to train within a variety of programs, which will provide broad education and experiences for future employment. The program will also provide leadership and management growth experience for existing staff members who oversee the Behavioral Health Mentored internship program (MIP) and its participants.

BHRS will work with Humboldt University to develop a MIP program that includes building a consortium with our community behavioral health partners, additional educational institutions, and clinics to allow the interns to enhance their skills in different settings. Some of the skills interns will be trained in include; urine analysis testing process, intake and screening, group facilitation, policies, procedures, individual sessions, case management, crisis intervention, documentation, record-keeping, client education, and referrals.

In collaboration with staff, the interns will drive a social media-based outreach campaign to demonstrate what they have learned about each of their programs. This campaign will incorporate existing wellness programs, such as Friday Night Live. The goal is to increase awareness, participation, and recruitment. In addition to Social Media outreach, the interns will also create program-specific outreach materials to distribute in our office, partner organizations, and community.

Interns will have designated intern coordinators responsible for orientation and supervision. The coordinators will be available to the students regularly and will possess expertise in the area in which the interns will work. Even as the intern rotates through various departments and community partner organizations for mentorship to gain broad-based experience, there will be one overall supervisor who oversees the student's internship as a whole. In addition, the intern coordinators will have a regular set time to meet with interns to review progress on projects, touch base, and provide feedback.

Interns will be evaluated on general workplace characteristics such as task management skills, dependability, and human relations elements, as well as learning vital human service skills such as intake and screening, documentation, record-keeping, client's rights, the general nature and goals of the program, and case management skills.

BHRS values cultural humility and collects feedback from community stakeholders on an ongoing basis. We review the diversity of our programs and we strive to improve cultural responsiveness through required annual cultural responsiveness training. Program staff are trained in the impacts of historical trauma and institutional distrust.

Funding will allow us to work with a recruiter, and offer incentives, such as paying for textbooks and housing, to attract and train high-quality interns from diverse backgrounds, including those with disabilities, to provide critically needed intensive services, including mental health clinical services, case management, and aftercare planning for underserved populations in Mendocino County.

Additionally, Mendocino County, like much of the state of California, is experiencing a housing availability and affordability crisis. The housing shortage is driving up house prices and rents. It is impacting employers who are unable to recruit workers because of the historically low vacancy rates and slow pace of new construction. We will use a portion of the funding to offer housing stipends to cover some of the housing costs the i

Section IV. Mentorship capacity and organization staffing (up to 2000 characters)

20. Section IV. Mentorship capacity and organization staffing (up to 2000 characters) Describe your planned mentorship strategy and demonstrate adequate staffing for undertaking your grant programming in your organization. Include the availability, preparedness, and types of organization staff available to serve as intern mentors and to participate in Learning Communities and regional and statewide trainings on staff recruitment and retention. Please include information on any past or current internship programs that have been managed by the organization. (Review additional items identified under the scoring criteria for this section of the application.)

BHRS has experience overseeing and mentoring both interns and AmeriCorps/VISTA volunteers, developing systems to coordinate the optimal level of mentored training possible. We have worked with the Alcohol and Other Drug Studies department of our local community college, to supervise internships within our SUDT division as part of the college's Human Service Worker Practicum. Presently, we have two full-time counselors in our Adult Services unit who began their tenure as interns through this practicum. Additionally, we have made extensive use of the AmeriCorps/VISTA program in our Community Wellness unit.

The BHRS Director will assign a qualified Clinical Manager and SUDT Manager to serve as Internship Coordinators and carry out proposed project activities, including participation in Learning Communities and regional and statewide training on staff recruitment and retention.

The students will assist our current team on a multitude of tasks across all of our programs. Our internship coordinators will work with each student to help them identify their area of interest, strengths, and weaknesses. This will allow the students to focus on what they are passionate about, while also reinforcing their strengths and building up their weaknesses.

BHRS plans to embed interns in our programs and through rotation with community partners under skilled mentors as a means of providing direct, hands-on experience that will empower their learning potential and help them achieve valuable experiential learning with the goal of expanding the skilled, capable rural workforce of mental health providers throughout the region. BHRS has experienced staffing shortages similar to such departments across California, we have several skilled long-term employees who work in direct client services and have experience as mentors or intern supervisors, under the direction of the leadership mentioned above in Section II.

Budget [top](#)

Budget Description Summary	Org. & Partners Total Budget 4/1/2022 – 9/29/2023
I. Personnel Salaries	USD\$ 95,803.00
II. Projected Intern Stipends (5/15/2022-9/29/2023)	USD\$ 137,280.00
III. Payroll taxes, benefits, etc. (Not Applicable to Interns)	USD\$ 52,692.00
IV. Other Direct Expenses Other Direct Expenses	USD\$ 185,750.00
V. Indirect Expenses (up to 10% of direct costs)	USD\$ 14,849.00
TOTAL Grant Budget NOTE: \$500,000 is the maximum allowable budget.	USD\$ 0.00
Total	USD\$ 486,374.00

Budget Narrative

\$43,485.00 – 1. Mental Health Clinical Manager – FTE 0.25 – Annual Salary of \$115,960

\$39,210.60 – 2. Substance Abuse Program & Services Manager – FTE 0.25 – Annual Salary of \$104,561.60

\$13,107.12 – 3. Program Administrator – FTE 0.10 – Annual Salary \$87,380.80

\$137,280.00 – We are budgeting to accommodate two graduate (\$23/hr) and two undergraduate (\$20/hr) students at 40 hours/week for two 12-week Summer programs and two 14-week Spring / Fall terms. We will revise if we get more undergraduate or graduate students and/or students requesting a lower time commitment.

\$52,691.50 – Benefits are estimated at 55% of salary expenses, which is the average cost for our county employees; benefits vary between employees, based on the healthcare plan that they enroll in.

\$25,000 – Subcontracted consultant to help develop and launch an outreach campaign designed to boost recruitment efforts.

\$50,000 – Funding to reimburse the university staff for time spent on outreach, application processing, and ongoing communication with student intern candidates.

\$7,500 – Outreach Materials: Costs associated with our intern-driven Social Media Campaign, as well as the costs to print and distribute the education & informational materials that they produce.

\$10,000 – Program Supplies: To cover Textbooks, Office Supplies, and any other educational materials that the students should require.

\$5,000 – Staff Training: Costs associated with virtual and/or in person trainings depending on lesson plans.

\$6,250– Travel: 10 x Round Trips between the Humboldt Campus and Ukiah (334 miles x \$0.56 = \$1,870.40) 10 x Two Night Stays at the State Rate of \$129/ night, and Two Days of Meal Reimbursements at the set rate of \$74/ day (10x((129+74)x2) = \$4,060.00)

\$319.60 for local mileage reimbursement

\$72,000 – Rent: \$1,000 per/month for each of the four interns for 10 months to help assist with immediate housing options, such as an extended hotel room rental, while a more permanent solution, like an apartment, is identified. Continued support to account for the average cost of a rental, as our community is experiencing a housing shortage and subsequent crisis.

4x(1,000x18) = \$72,000

\$10,000 – Equipment: 4 x Laptops and associated software, licenses, and hardware (estimated at \$2,500 each).

\$14,849.42 – Indirect calculated at 10% of our total personnel expenses (95,802.72+52,691.50)x0.1 = 14,849.42

Planning Process Timeline:

From Notification of Award to Completion of Implementation Plan

- Notification of Award
- First Week:
 - o Request for approval to sign DHCS AHP award documents submitted to Mendocino County Board of Supervisors
 - o Notify University of award and establish roles and points of contact for planning and ongoing communication
 - o Start framing out the Implementation Plan
 - o Connect with community partner agencies
- Assign or begin recruitment for Internship Coordinators – Bilingual
- Week Two
 - o Work with the university to establish parameters for student outreach, application processing, and roles and expectations
 - o Begin drafting contract with university for outreach, application process, and ongoing connection with student intern candidates
 - o Continue more detailed work on the Implementation Plan that adheres to AHP provided guidance regarding appropriate roles for student interns at various levels of their educational journey
 - o Schedule meetings with community behavioral health partners, additional educational institutions, and clinics to create a collaborative partnership
 - o Issue a press release announcing grant award
- Week Three
 - o Complete final revisions to the Implementation Plan
 - o Submit University Outreach & Intern Reimbursement contracts to Mendocino's Board of Supervisors for approval
 - o Begin RFP process to identify Recruitment Campaign Consultant
- Week Four
 - o Submit Implementation Plan

Partnering Educational Institution Information [top](#)

Partnering Educational Institution Information

Educational Institution Name	Street Address	City	State	ZIP	County	Website Address (If	Primary Title Contact Name	Alternate Title Contact Name	Email Address	Telephone Number
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none,
write
N/A)

Cal Poly Humboldt	1 Harpst Street	Arcata CA 95521	Humboldt N/A	Jamie Jensen, PhD, MSW	Assistant Professor	Yvonne Doble	Yvonne.doble@humboldt.edu	707-499-4757
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Total

Documents [top](#)

Documents Requested *

Letter(s) of Support (at least one)

Required?



Attached Documents *

[Letter of Support](#)

* ZoomGrants™ is not responsible for the content of uploaded documents.

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