

**Title V MCH
Internship Program
Summer 2024
State/Jurisdiction Application**



National **MCH** Workforce
Development Center
Advancing Health Transformation

*Please note that state/jurisdiction applications are only accepted via the online Qualtrics application. Visit <https://mchwdc.unc.edu/title-v-internship-program-state-agencies/> and click the *Apply Here* link to submit your application.

Overview of the Title V MCH Internship Program. The Title V MCH Internship Program places two student interns in Title V agencies for 10 weeks each summer to work together on a project to meet the needs of states and jurisdictions. Below we ask you to provide some basic information to describe your proposed summer 2024 project.

Please provide the following contact information:

Agency:

Division:

Address:

Name of individual completing this application:

Email:

Phone Number:

Is this your first application to the Title V MCH Internship Program?

- Yes
- No, please specify which years: _____

Have you been selected previously to be a host site for the Title V MCH Internship Program?

- Yes, please specify which years: _____
- No

State/Jurisdiction Project Description. Briefly describe the project with which the student team will be involved. *Please describe the overall goal of the project, the population served, and any details that will help student applicants to understand your proposed project. If your agency has a webpage or document that describes the program in which the project will be embedded, please provide a link below.*

Additionally, we know that many Title V agencies will be working on their Title V needs assessment during Summer 2024. Please consider ways that the students can support the agency in this effort including but not limited to literature reviews, resources and referral inventories, social media plans, etc.

How does this project relate to your Title V agency's priorities?

Describe how the proposed project centers equity.

What is the preferred work setting for the student interns based on the project's needs and the anticipated summer 2024 work environment? (Note: We will expect both interns to experience the same approach, either in-person or virtual. Additionally, the in-person option means the students will be working on site for a minimum of three days a week).

- In-person
- Remote
- No Preference
- Unsure, please explain: _____

List 2-3 overall project objectives along with the corresponding activities and deliverables for the proposed project above. *Please be mindful that, if selected, your Title V agency could be paired with two graduate students OR one graduate student and one undergraduate student. The project objectives, activities, and deliverables should be achievable in 10 weeks and appropriate for either type of team.*

	Objective 1	Objective 2	Objective 3
Activity 1:			
Deliverable 1:			
Activity 2:			
Deliverable 2:			
Activity 3:			

Deliverable 3:

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What skills are required for the project? Check all that apply.

- Microsoft Excel
- Microsoft PowerPoint
- Program Planning
- Program Evaluation
- Literature Review Skills
- Community Assessment
- Qualitative Methods (Implementation) (includes key informant interviews, focus groups, photovoice, etc.)
- Qualitative Methods (Analysis)
- Survey Development
- Facilitation Skills
- SAS/SPSS/STATA
- Synthesis of Information
- Communication Skills
- Social Media Skills
- Presentation Skills
- Other, please specify _____

Describe any required technology or technical knowledge necessary for the student interns to complete their tasks or project. *Examples include: need for agency-specific emails, PC-only requirements, firewalls that they will need to receive approval for, access to agency level folders and networks, competence in Zoom/Microsoft Teams, etc.*

Please provide information about the individuals at your agency who will serve as the students' preceptor or preceptors. This individual does not need to be the Title V Director.

Name (Primary Preceptor)

Name (Secondary Preceptor)

Name (Additional Preceptor)

Title

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Email Address

Link to staff member's
webpage bio or
LinkedIn profile

Does your agency require a contractual agreement (e.g., memorandum of understanding, hiring paperwork, etc.) between a student's academic institution and your agency? If yes, please note these requirements below. Prior to answering this question, please consult with your HR department.

- Yes, please describe _____
- No
- Not sure (Note: we will need a final answer with respect to this issue before we can place student interns with your agency).

The following questions will be displayed if the respondent prefers an in-person internship, has no preference, or is unsure of the summer 2024 internship work setting.

You identified a preference for an in-person internship with your agency. Student interns will need to find housing in your locale. Is there affordable temporary housing available for the students near your agency?

- Yes
- No
- I don't know

What is the typical cost of a furnished short-term rental or sublet near your agency per month?

- \$500-700 /per person
- \$701-900/per person
- \$901-1100/per person
- \$1101-1301/per person
- \$1301+/per person

Is your agency easily accessible by public transportation?

- Yes
- No
- I don't know

Are services such as Lyft or Uber available near your agency?

- Yes
- No
- I don't know

Please include 2-3 sources where students may find temporary housing. Examples include listservs or universities close by that may have sublease websites or dormitory housing available.

Note: Since the student interns will likely be unfamiliar with the area, if your agency is selected as an internship site, the expectation is that you will provide some information to the students to help them identify housing in the area. Also, it is important to recognize that most students will not have cars. As such, recommended housing should be close to public transportation.

We will notify you between **December 8th – December 15th, 2023** if your project has been selected for the matching phase with the student interns.

The student application period is open from **January 3rd - February 2nd, 2023**. Students will be selected for an internship around the end of March 2024. We often get more state/jurisdiction applications than we can serve in any one year, but we will work hard to accommodate as many states and jurisdictions as possible.

Thank you for your interest and participation! For more information about the Title V MCH Internship's previous projects and student presentations, please check out the National MCH Workforce Development [website](#). If you have any questions, please contact **Gabriella Masini** at titlevmchinternship@uic.edu.

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