

Network Up Referral Form

Network Up is a short term mentoring opportunity that pairs under- or un-employed men and women with a volunteer mentor who is a professional in their mentee’s desired job sector(s). The mentor and mentee meet between two and five times over a two-month period to discuss issues such as professional networking, job interviewing, and career planning. **PLEASE NOTE THAT THIS IS NOT A JOB PLACEMENT SERVICE OR PROGRAM.**

Client’s Name: _____

Client’s Email: _____ Phone: _____

Client’s Address: _____

Client’s Current Place of Employment: _____

Client’s Job Title: _____

Referring Agent’s Name: _____ Agency: _____

Referring Agent’s Email: _____ Phone: _____

Client Receives:

TANF Section 8 SSI Disability Food Stamps Other Assistance Head of Household
 Has Health Insurance?
 \$_____ Yes_____ \$_____ \$_____ \$_____ Yes_____ No_____

Employed? Yes_____ No_____ Income: \$_____

Other income (i.e. child support/alimony): \$_____

Income Level: Extremely Low Income Low Income
 (Check one) Very Low Income Exceeds Income

Household Size	Extremely Low Income	Very Low Income	Low Income
1	\$24,650	\$41,050	\$54,250
2	\$28,150	\$46,900	\$62,000
3	\$31,650	\$52,750	\$69,750
4	\$35,150	\$58,600	\$77,450
5	\$38,000	\$63,300	\$83,650
6	\$40,800	\$68,000	\$89,850
7	\$43,600	\$72,700	\$96,050
8+	\$46,400	\$77,400	\$102,250

In order to participate in Network Up, a prospective mentee must meet the requirements below. Please initial all:

- 1) Have a minimum of a high school diploma or GED;
- 2) Have basic computer skills, reliable internet access, and a professional-looking email address;
- 3) Have a reliable source of transportation;
- 4) Be in the process of having her record expunged if she has a criminal record;
- 5) Have specific career goals and/or a desired job sector identified;
- 6) Be highly motivated to find employment and committed to completing the three mentoring sessions of the program;
- 7) Have a current completed resume; and
- 8) Have a professional demeanor, positive attitude, and respectful behavior toward program staff and volunteer mentors.

**Please direct all questions and referrals to:
Jill Beres, Workforce Development Manager,
jberes@britepaths.org, office 703-273-8829 ext. 102 fax 703-273-7131**