

**Memorandum of Understanding
Between
Pathways, Inc.
And
Drive-To-Work**

THIS MEMORANUDM OF UNDERSTANDING sets for the understanding between Pathways, Inc., and Drive-To-Work

Purposes

Pathways offers an opportunity for at-risk youth between ages of 17 ½ - 24 to participate in a comprehensive, full-time, non-residential, community based program known as Youthbuild. The program gives participants the opportunity to attend basic education classes and receive job skills training in high-demand fields while building affordable housing.

Many participants in Youthbuild have lost their driver's licenses. Being licensed to drive is essential for many job opportunities due to limited availability of public transportation and the rural or suburban location of many jobs in the greater Petersburg area.

Drive-To-Work provides legal and other assistance to low income and previously incarcerated persons to restore their driving privileges so they can drive to work and keep a job. It also plans to offer a Driver Literacy course to help people pass the knowledge portion of the Virginia Department of Motor Vehicles' driver's examination.

Therefore, Pathways and Drive-To-Work wish to establish a partnership relationship to enable Youthbuild participants and others involved with Pathways to obtain assistance of Drive-To-Work as a part of a Pathways program.

Agreement

1. Recommendations. Pathways will recommend and encourage Pathways' participants to submit applications and become clients of Drive-To-Work, based on Pathways' assessment of the potential benefit to the individual and the individual's level of commitment.
2. Clients. Drive-To-Work will accept applications from Pathways participants based on its eligibility criteria and provide legal and other services without cost to those who sign a retainer agreement and pay the Drive-To-work administrative fee (\$100, higher in complex cases) and thereby become clients of Drive-to-Work.
3. Administrative Fee Supplement. If and when Drive-To-Work receives grants from foundations which specifically fund a portion of administrative fees for Pathway-referred clients, Drive-To-Work will reduce the administrative fee paid directly by such client, but not below the \$100 minimum.
4. Services. Drive-To-Work will advise and assist its clients from Pathways to restore their driving privileges. NO GUARANTEE OR OUTCOME IS OR CAN BE MADE. Services do not include defending such clients on pending or future traffic offenses, which must be the subject of separate agreements.
5. Driver Literacy. When Drive-To-Work starts to offer its Driver Literacy course, Pathways participants who elect such course will be entitled to enroll at the client enrollment rate, regardless of whether they have become clients of Drive-To-Work.
6. Information. Pathways will share information about Drive-To-Work and this agreement with Pathways participants and other interested agencies and organizations.

Witness the signatures below:

DRIVE-TO-WORK

By _____

Date _____

PATHWAYS, INC.

By _____

Date _____