



SOROPTIMIST®

INTERNATIONAL OF FRIDAY HARBOR

Women's Emergency Fund Referral

Information to include:

Name of Beneficiary-

(In referring them Agency is vouching they are woman currently resident in San Juan County and that they are person who will directly benefit)

Description of the emergency / problem-

- 1) referring agency is vouching that facts stated in the case are correct and complete
- 2) that it meets the policy by being a one-time problem, or a full solution to a chronic problem (i.e. not for ongoing needs.)

Description of the circumstances of the beneficiary, including their financial ability to cope/contribute to the solution (does not need to be detailed, can be broad outline)

Referring agency vouches that all other avenues of assistance have been explored/exhausted

Description of proposed solution including-

- 1) what is needed
- 2) vendor that will provide the good/service, their name, address, phone #, contact person
- 3) the full and exact cost

If the referral is vehicle related: There should be an estimate from the mechanic/vendor with a clear description of the needed repair, and a commitment they will do the repair/provide the part or service for the estimated cost.

The named beneficiary must be the owner of the vehicle, not a boyfriend or relative. The beneficiary must have a valid driver's license and liability insurance. We need a sense of the importance of the vehicle in their circumstances. The vehicle must otherwise be in good serviceable condition.

Generally, the referring agency will contact the vendor to confirm the availability of the good/service and exact cost and that the proposed solution is the most cost effective solution available