

Band Bucks Voucher Program

Purpose: The purpose of this program is to provide incentive for TCBBC volunteers to provide their time to work fundraising events in exchange for a voucher that can be redeemed as payment toward a student's band or trip fees.

The voucher will be given to the volunteer upon completion of the fundraising event. The voucher is to be treated as a cash payment. It is the responsibility of the volunteer to turn that voucher in with the payment of band fees as if it were cash.

➤ How much is a Band Buck voucher?

- Each Band Buck certificate/voucher is worth \$10.00 for outside venues, \$5 for football concessions/home events.
- It is valid for the current school year period, expiring on May 31st of that school year.

➤ How can volunteers earn Band Bucks?

- Band Bucks can be earned by volunteering to work any TCBBC fundraising event. Examples:
 - Concession Stands (football games, Dr. Pepper Center, Pizza Hut Park)
 - Spirit Items Table at events (such as football games or concerts.)
 - Golf Tournaments
 - Car Washes
 - Etc...

➤ Who is eligible to earn Band Bucks?

- Available for all TCBBC members. (Another reason to pay your TCBBC dues)
 - Each adult that works a fundraising event is awarded one Band Buck voucher per event.
 - If two adults of the same family volunteer for an event, each one receives a voucher.
 - Students, under 16 years of age, working an event with their parents will receive service hours. They are not eligible for the voucher.
 - Note: this is the general rule – exceptions can be made with an agreement in writing.
 - Students over 16 years of age can be eligible for a Band Buck voucher.

What voucher can or cannot be used for:

Can be Used for the following fees	Cannot be used for the following items
Band Fees	Any personal owned item: shirt, shoes, gloves, water jug
Trip Fees	LISD Instrument Maintenance Fees
	LISD Percussion Fee
	Chuckwagon / Band meals (these are consumed by the student)
	Band supplies – reeds, books, oil

How do we (TCBBC) make this work?

These vouchers will have to be accounted for from the time of issue to the time it is redeemed – same as a check. After each event, a voucher is given to the volunteer.

Accounting for the vouchers:

- Vouchers will be printed on numbered paper like a check and will require two signatures. There will be a line on the voucher for the volunteer, the student they represent and the school the student attends.
- Each scheduled fundraising event must have a set number of volunteers needed to work.
- Each scheduled event will have a sign in sheet for volunteers who will receive a voucher.
- Volunteers must work a full shift to receive the voucher. Typically this is 4 – 5 hours. Exceptions are if the scheduled event is a shorter duration – like a JV game night with only one scheduled game or a game called on account of the weather. Vouchers still will be issued to volunteers who are onsite to work.
 - Note: If a volunteer can only work a portion of the event, they must work another event to make up the remaining portion and will receive the voucher at the end of the second event. This can be tracked on the volunteer sign in sheet.
- Vouchers will be issued to volunteers at the end of the event.
 - Note: Shift Lead will have signed vouchers for each event and be responsible for distributing to the volunteers.
- When the volunteer redeems the voucher as payment for student band fees,
 - Cash will move from the Band Bucks Voucher account to the respective school receiving payment of band fees.
 - The voucher will be kept with the deposit information for auditing purposes.
 - An entry will be made on the books showing the cash being awarded to the volunteer or primary guardian of the student.
 - **Note:** Since this is cash compensation, if the amount per individual reaches the limit set by the IRS, a 1099 will be issued from TCBBC to the volunteer who must record this amount as revenue earned on their annual federal tax return. The current limit is \$650.00, which would require a volunteer to work 65 times in an annual period (Jan – Dec) based on this model.
- As of May 31st of the school calendar year, all issued vouchers are void and any cash remaining in the Band Bucks Voucher account for un-used vouchers is allocated back to the TCBBC cash account.

Student First Name		Student Last Name	
LISD Student ID #			

The Colony High School Band 2010-2011 Band Buck Voucher Program

I understand the following criteria for the Band Bucks Voucher Program:

- I must fill out and turn in a copy of an LISD volunteer background check to be eligible for this program.
- I must sign up for an eligible volunteer shift. *(ie: Concession Stand Duty, car washes, fundraisers...)*
- The full volunteer shift must be worked in order to receive the voucher.
- The voucher may be redeemed only toward Band or Trip Fees.
- I am responsible for the voucher(s). It will not be replaced in case of loss.
- Vouchers must be redeemed by May 31, 2011.
- There is no 'cash value'. *(Meaning the voucher cannot be redeemed for cash, only credited to a student's account.)*
- If I earn \$650 or more in vouchers, The Colony Band Booster Club will issue me an IRS 1099 revenue statement that I must file with my taxes.

Parent Signature: _____

Parent Printed Name: _____

For Booster Use Only:

Received	B'gd Ck turned in	Volunteer Coordinator Initials
By	Date	