

Volunteers in Partnership (VIP)

Purpose: In recognition of our long-term partnership with member agencies, Food Bank of the Rockies (FBR) has instituted Volunteers in Partnership (VIP). This program allows individuals affiliated with an approved FBR Member Agency, an opportunity to support the Food Bank's mission of feeding the hungry, as well as help expand his/her agencies food budget.

How it works: For every three hours of volunteer time (donated in increments of three or more hours) a volunteer completes, his/her designated agency will receive a 20-pound food credit, automatically applied to the next month's statement for the agency. Credits run from the 26th of the month to the 25th of the next month and will appear on the first business day of the following month.

Getting Started: To earn VIP credit for your agency, have every volunteer fill out our online volunteer request form at foodbankrockies.org. Our volunteer staff will contact them to schedule shifts. At that time, they need to notify us they'll be receiving VIP credit and provide your agency's name and agency ID. Please note that ALL volunteer time MUST be scheduled. VIP and general volunteer guidelines will be explained prior to the scheduled volunteer shift. Court ordered volunteers are **not** allowed to receive VIP credit.

Other things you need to know: Please remind all volunteers to be on time for their shift. Remember that the 20-pound credit can be earned for your designated agency only by completing a full three-hour shift.

Volunteers picking up an order for your agency on the same day they volunteer for us, cannot count time spent picking up the order as part of their three-hour volunteer shift.

The poundage credit earned for the agency can be redeemed only by the agency. The credit will appear on the agency's billing statement the following month. Credits can start accruing only when the designated agency is an approved, registered and active member of Food Bank of the Rockies.

The credit will be automatically deducted from the following month's total agency bill. The VIP credit will be limited to a maximum value of 2000 pounds per agency per month. Ex. 20 lb food credit will be calculated at the current ASF (20 lbs x ASF = \$total)

The VIP credit has no value other than credit on FBR orders for designated agencies. Credit must be used within three months and cannot be transferred to other agencies.

Please note: VIP cannot be applied to purchased product.

Proviso: FBR management reserves the right to review, amend or terminate this program at its discretion.



FOR ALL VIP PARTICIPANTS

A VIP participant is a partner with the staff of Food Bank of the Rockies (FBR), working together to provide the best service we can to all FBR member agencies.

In exchange for this service partnership, FBR provides **special benefits** to the VIP volunteer including:

- **No minimum order.**
- **A 20-pound food credit for your agency for each three hours of volunteering completed (in increments of three hours or more.)**

THEREFORE, WE REQUEST OUR VIP PARTNERS FOLLOW THESE VIP PROGRAM GUIDELINES:

1. If you are placing an order for your agency **and** volunteering:

---you may sign your invoice after your shift. If all other orders are filled early, you may check in at the order window sooner.

2. For peak warehouse efficiency, the VIP volunteer shift must occur as a full shift (3 or 4 hours) during our regularly scheduled shift time. For distribution, 4 hour shifts, you will accrue one additional VIP credit for every three additional hours you volunteer.

3. Remember that the time you are donating to FBR is a contribution to support FBR's operation. This time must be spent volunteering in the assigned area.

On the other hand, the time needed to place and load your agency's personal order is your contribution to your agency and is not included in the hours requirement for VIP benefits.

4. Volunteers are asked to wait until their shift is completed to pull free product.

Thank you!