

**Financial Guidelines Regarding the Earning of Trip “Credit”**  
**Revised January 2015**

The Crimson Express & Company will sponsor fundraisers throughout the year that will result in a percentage of the profit made being credited to individual band members. Each year there will be a dollar amount set for the individual expense of the spring/summer trip. Each family will be responsible for earning this amount or paying this amount **plus a 10% surcharge\* out of pocket in order to go on the band trip.**

Credit may be earned in the following ways: working on a credit fundraiser (i.e. Tag Day, car wash), selling tickets/products, and participation in other ways approved by the Executive Board and the Finance Committee of the Crimson Express & Company.

Credit may be earned by student and the student’s family. However, all credits will only be listed in the name of the band student.

The value of a credit shall be \$1.00. (For example: If the trip costs \$500, the member going on the trip needs 500 credits). NOTE: The cost of the spring/summer trip is not finalized until January of each year when the destination is determined. In addition to the cost of the trip, there may be a non-refundable trip deposit paid in cash which may be given to the student as spending money on the band trip.

A minimum of 10% of all fundraisers, unless otherwise determined by the Finance Committee, is allocated to the General Fund in order to support the year-round programming needs of the Crimson Express. The remaining 90% of the net profits will be divided proportionately among the families that sold/worked at the fundraiser and credited to the appropriate band student.

**\*In fairness to those who support the General Fund through fundraising, those monies contributed in cash towards the cost of the trip may be assessed a 10% surcharge, the amount of the surcharge going to the General Fund. This will be assessed on a case-by-case basis with consideration of the number of students, per family, participating in band and the financial situation resulting for those families.**

**It will be the responsibility of the Executive Committee to review and approve any and all exceptions to the above stipulation.**

Earned credits are non-refundable.

All proceeds from the **Drums at Appletime** are deposited 100% to the General Fund.

Each year, specific fundraisers are designated by the Executive Board (or Finance Committee) to be focused as General Fund fundraisers but also include a student credit element. Historical examples of such activities are the Dinner Dance and Trivia Night. Proceeds from these fundraisers will be distributed to meet amount allocated in the General Fund budget, prior to distributing any remaining funds as student credits. These fundraisers are a major source of income which benefit all band students and necessary for the year-round operation of Crimson Express.

Those fundraisers that consist of both ticket/unit sales and volunteer hours at the event, will have profits distributed as credits as follows:

70% ticket sales/20% volunteer hours/10% General Fund

Credits will be available for review at each General Membership meeting. Each family is responsible for monitoring their account.

Credits earned during the active fundraising year may be transferred from one family to another at the discretion of the Director, with approval of the Executive Board, and under extenuating circumstances. In other words, one family may earn credits for another student. Credits earned in previous years may not be transferred from one family to another. Credits may be earned and carried over from one year to the next for the same family.

In addition, unused credits may be carried over to the next season or to an upcoming family member who will be participating in the next band year. Carryover funds will be transferred to a separate savings account prior to the band trip in order to ensure they are available when the credits are to be utilized. Any unused carryover credits expire at the end of the student's participation in Crimson Express (at the end of the senior year with no family member participating in MMS band or Crimson Express during the next band year in which to pass them). The MMS student transferred credits will be held in Crimson Express credit account until that student reaches Crimson Express age. If the graduating MMS student does not participate in Crimson Express their freshman year the credits will expire. Monies represented by expired credits will be transferred to the General Fund.

Carryover credits may be used for fall activity fees.

Trip fees as determined by the Finance Committee for adult volunteers and their dependent children that are not band members are eligible to be paid through credit fundraising. Adults and their dependents wishing to attend the trip as "tag-alongs" where the adult is not serving as a driver, chaperone, etc., will not be allowed to pay trip fees with credits. They are required to pay assessed fees as determined by the Finance Committee via cash or check. Trip payments made for adult volunteers, dependent siblings, and tag-alongs are not subject to the 10% General Fund surcharge.

Revised: January 22, 2015