

SWAT VOUCHER PROPOSAL

March 20, 2014

Attached is the SWAT Voucher Proposal which has been reviewed and revised by the SWAT Executive Committee. It will now be reviewed and discussed by the SWAT General Membership at a General Membership meeting on Wednesday, May 7, 2014, at Inez Elementary School. This Proposal will then return to the SWAT Executive Committee for final revisions before becoming effective.

Linda Kipp, Voucher Committee Chair

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PROPOSED SWAT VOLUNTEER INCENTIVE SCHEDULE - AKC

All dollar amounts indicated refer to either Vouchers or Checks unless otherwise indicated.

POSITION HELD	VOUCHERS/CASH AWARDED
EXECUTIVE COMMITTEE MEMBERS	
President	None. Executive Committee members will no longer be awarded any Volunteer Incentives unless they volunteer for Trial Committee or ring crew positions.
Vice President	
Treasurer	
Recording Secretary	
Corresponding Secretary	
	SWAT President will now also be Gambol Editor.
COORDINATORS	
Judge Selector	None. This will be done by the Venue Coordinator on the Executive Committee.
Voucher Coordinator	\$25 for each trial.
Web Site Coordinator	None.
Computer Coordinator	\$25
TRIAL COMMITTEE	
Trial Secretary	\$0.80 per run as check, vouchers, or combination.
Trial Secretary Mentor (supervises new Secretary)	Up to \$150, as determined by Trial Chair and Executive Committee.
Event Chairperson	\$150
Hospitality person for 1-2 judges (includes transporting judges)	\$50 per day. Also receives free dinner when takes judges out to dinner.
Hospitality person for trial hours only (judges share rental car or use their own car)	\$25 per day. Also receives free dinner if takes judges out to dinner.
Awards	\$25
Equipment Management Crew	\$300. To be divided up among the 3-4 Equipment Managers as they decide. They may also receive cash and/or gift cards to distribute as incentives after the truck and trailer are loaded at the end of the trial.
Site Coordinator	\$150 for all sites.
Chief Scorekeeper	\$50 per judge per day.
Chief Ring Steward	\$50 per judge per day.
Chief Course Builder	\$50 per judge per day.
RING CREW	
	Receive a \$2.00 coupon towards lunch for each class worked. "Class" means any number of runs following a walk-thru. Coupons are valid for that trial weekend only.
FUN MATCHES	
	The Equipment Manager receives \$150. All other key workers and organizers receive free runs for their dogs.

PROPOSED SWAT VOLUNTEER INCENTIVE SCHEDULE - USDAA

All dollar amounts indicated refer to either Vouchers or Checks unless otherwise indicated.

POSITION HELD	VOUCHERS/CASH AWARDED
EXECUTIVE COMMITTEE MEMBERS	
President	None. Executive Committee members will no longer be awarded any Volunteer Incentives unless they volunteer for Trial Committee or ring crew positions.
Vice President	
Treasurer	
Recording Secretary	
Corresponding Secretary	
	SWAT President will now also be Gambol Editor.
COORDINATORS	
Judge Selector	None. This will be done by the Venue Coordinator on the Executive Committee.
Voucher Coordinator	\$25 for each trial.
Web Site Coordinator	None.
Computer Coordinator	\$25
TRIAL COMMITTEE	
Trial Secretary	\$0.80 per run as check, vouchers, or combination.
Trial Secretary Mentor (supervises new Secretary)	Up to \$150, as determined by Trial Chair and Executive Committee.
Event Chairperson	\$150
Hospitality person for 1-2 judges (includes transporting judges)	\$50 per day. Also receives free dinner when takes judges out to dinner.
Hospitality person for trial hours only (judges share rental car or use their own car)	\$25 per day. Also receives free dinner if takes judges out to dinner.
Awards	\$25
Equipment Management Crew	\$300. To be divided up among the 3-4 Equipment Managers as they decide. They may also receive cash and/or gift cards to distribute as incentives after the truck and trailer are loaded at the end of the trial.
Site Coordinator	\$150 for all sites.
Chief Scorekeeper	\$50 per judge per day
Chief Ring Steward	\$50 per judge per day
Chief Course Builder	\$50 per judge per day
RING CREW	
	Receive a \$2.00 coupon towards lunch for each class worked. "Class" means any number of runs following a walk-thru. Coupons are valid for that trial weekend only.
FUN MATCHES	
	The Equipment Manager receives \$150. All other key workers and organizers receive free runs for their dogs.

PROPOSED SWAT VOLUNTEER INCENTIVE SCHEDULE - NADAC

All dollar amounts indicated refer to either Vouchers or Checks unless otherwise indicated.

POSITION HELD	VOUCHERS/CASH AWARDED
EXECUTIVE COMMITTEE MEMBERS	
President	None. Executive Committee members will no longer be awarded any Volunteer Incentives unless they volunteer for Trial Committee or ring crew positions.
Vice President	
Treasurer	
Recording Secretary	
Corresponding Secretary	
	SWAT President will now also be Gambol Editor.
COORDINATORS	
Judge Selector	None. This will be done by the Venue Coordinator on the Executive Committee.
Voucher Coordinator	\$25 for each trial.
Web Site Coordinator	None.
Computer Coordinator	\$25
TRIAL COMMITTEE	
Trial Secretary	\$0.80 per run as check, vouchers, or combination.
Trial Secretary Mentor (supervises new Secretary)	Up to \$150, as determined by Trial Chair and Executive Committee.
Event Chairperson	\$150. Also performs duties of Chief Ring Steward and Hospitality.
Awards	\$25
Equipment Management Crew	\$300. To be divided up among the 3-4 Equipment Managers as they decide. They may also receive cash and/or gift cards to distribute as incentives after the truck and trailer are loaded at the end of the trial.
Site Coordinator	\$150 for all sites.
Chief Scorekeeper	\$50 per judge per day
Chief Course Builder	\$50 per judge per day
RING CREW	
	Receive a \$2.00 coupon towards lunch for each class worked. "Class" means any number of runs following a walk-thru. Coupons are valid for that trial weekend only.
FUN MATCHES	
	The Equipment Manager receives \$150. All other key workers and organizers receive free runs for their dogs.

NEW VOLUNTEER INCENTIVE CERTIFICATES

Shown below is a sample of a “new” voucher. These vouchers will be available as \$25 or \$50 certificates. **PLEASE NOTE THAT THESE NEW VOUCHERS WILL NOT AFFECT OUR PREVIOUS VOUCHERS IN ANY WAY!!!** SWAT will continue to honor our “old” vouchers just as we always have.

Please also note that these “new” vouchers may only be used to pay up to \$100 of one dog’s entry at any SWAT trial weekend. For example, if a weekend entry for your dog totals \$150, you could pay for it in several ways:

- You could use one of our old “Full Weekend” Vouchers for the entire amount.
- You could use a combination of our “old” unrestricted vouchers to pay up to the total amount of \$150, paying the rest (if any) with a check or money order.
- You could use a combination of \$25 or \$50 “new” vouchers to pay for up to \$100 of this amount, and then pay the rest with our “old” unrestricted vouchers.
- You could use a combination of \$25 or \$50 “new” vouchers to pay for up to \$100 of this amount, and then pay the rest with a check or money order.

SOUTHWEST AGILITY TEAM VOLUNTEER INCENTIVE CERTIFICATE

This Certificate entitles the bearer to a \$50 (or \$25) discount off one dog’s entry at any SWAT event.

This Certificate may be used with other SWAT Certificates to pay up to \$100 of one dog’s entry at any SWAT trial weekend. Any entry fees over \$100 for one dog must be paid by check, money order, or “unrestricted” vouchers.

**Awarded to: Jonathan Smith
Job: Chief Scorekeeper
Certificate Number: USDAA 13-104
Event: USDAA 11-2015**

(Include pictures and other items to make certificate difficult to duplicate. Certificates will be printed on medium to dark colored paper so they are difficult to copy.)

Voucher Coordinator: _____

Trial Chair: _____

This Certificate has no cash value and cannot be redeemed for cash.

SWAT VOUCHER DISTRIBUTION TRACKING FORM

This form is to be filled out by the Voucher Coordinator before giving vouchers to the Trial Chair for distribution. The Voucher Coordinator will send a copy of this form to the Treasurer so that checks can be written in advance. Following the trial, all vouchers that have not been distributed by the Trial Chair for any reason will be returned to the Voucher Coordinator. The Voucher Coordinator will then distribute the remaining vouchers by mail or in person. Any unused or returned vouchers will be crossed off this list and destroyed. The SWAT Treasurer will give the Voucher Coordinator all vouchers received as entries or partial entries for any SWAT trial. The Voucher Coordinator will then check off each voucher with an ID Number in the "Voucher Used" column. This form will only be used for vouchers worth \$10 or more. (FWV=Full Weekend Voucher)

TRIAL NAME AND DATE:					
Recipient's Name	Recipient's Position	Voucher ID Number	Voucher Amount (\$) or FWV*	Voucher Used	Check Amount (\$)

SWAT VOUCHER UTILIZATION TRACKING FORM

This table is to be filled out by the Trial Secretary each time vouchers or "SWAT Bucks" are used to enter a SWAT trial. The "Voucher ID Number" will only be present on recent vouchers. If no ID Number is shown on the voucher, leave this column blank. The "Voucher Amount or FWV" is the written amount shown on the voucher. The "Amount of Voucher Used" is the amount of the entry that is paid by the voucher. After these forms are filled out, please give them to the SWAT Treasurer along with the actual vouchers. The SWAT Treasurer will then send a copy of this form to the Voucher Coordinator for her records. (FWV=Full Weekend Voucher)

Handler's Name	Voucher ID Number	Voucher Amount (\$) Or FWV	Amount of Voucher Used (\$)

SUMMARY OF COMMITTEE DISCUSSIONS

Spirit of Volunteerism

We began our Committee meetings with the assumption that SWAT is a club of volunteers and that the vouchers and cash we distribute should be viewed as Volunteer Incentives only. Our vouchers and cash incentives are not intended to be equivalent to the compensation that a person employed outside our club might receive for doing similar work. There are also many jobs within SWAT that will not receive any Volunteer Incentives at all. These jobs are generally not tied to particular trials and events. People in our club are encouraged to volunteer for these jobs out of a desire to help our club and our local agility community.

What Voucher and/or Compensation Systems do other clubs use?

Dog Obedience Club of Las Cruces. Pam Smith outlined the Voucher System used by the Dog Obedience Club of Las Cruces. This club hosts one AKC Agility Trial each year, using one judge and two rings. "One Full Weekend Voucher" is for one dog and is worth \$102.

- Combination Trial Chair, Site Coordinator, Awards, Judge Selector, and Equipment Manager – 1 Full Weekend Voucher
- Hospitality – 1 Full Weekend Voucher
- Chief Coursebuilder (1 for each ring) – 1 Full Weekend Voucher each
- Ribbon Labeler – ½ Full Weekend Voucher
- Chief Ring Steward – 1 Full Weekend Voucher
- Secretary – Hires an outside Secretary at whatever price is charged
- Executive Committee Members and active members – Get a small award to recognize titles earned.

Zia Australian Shepherd Club. Pam Smith outlined the Voucher System used by the Zia Australian Shepherd Club. This club hosts four ASCA trials per year. "One Full Weekend Voucher" is for one dog and is worth up to \$170 for their one 4-day trial; their other trials are fewer days.

- Trial Secretary – 2 Full Weekend Vouchers
- Trial Chair – 1 Full Weekend Voucher
- Hospitality and Site Coordinator – 1 Full Weekend Voucher
- Equipment Manager – 1 Full Weekend Voucher
- Chief Coursebuilder – 1 Full Weekend Voucher
- Chief Ring Steward – 1 Full Weekend Voucher

Should some jobs receive Vouchers based on number of entries and/or number of trial days?

We agreed that the Trial Secretary's vouchers should reflect the number of total runs in the trial, regardless of the venue. Giving the Trial Secretary \$0.80 per run seemed to come close to what SWAT has been giving their Secretaries, but would have been more fair to the two 2013 AKC Secretaries and to the October 2013 NADAC Secretary.

Trial	Approx. Number of Runs	Total given to Secretary in 2013 for these trials	Total proposed with \$0.80 per run
2013 June AKC Trial	1,500	\$1,000	\$1,200
2013 September AKC Trial	1,000	\$1,000	\$800

2013 October NADAC Trial	300	Full Weekend Voucher (worth \$110 for NADAC)	\$240
2013 November USDAA	830	3 Full Weekend Vouchers (worth \$700 in USDAA)	\$664

We also agreed that the Chief Scorekeepers, Chief Ring Stewards, Chief Coursebuilders, and Hospitality should receive incentives based on the number of days they work during the trial. The incentives will be given as follows:

Chief Scorekeeper	\$50 per judge per day
Chief Ring Steward	\$50 per judge per day
Chief Coursebuilder with no hired help (i.e. UNM students)	\$100 per judge per day
Chief Coursebuilder with hired help	\$50 per judge per day
Hospitality for 1-2 judges (judges have no access to a car)	\$50 per day
Hospitality for trial hours only (judges share rental car or use their own car)	\$25 per day

If the Hospitality person takes the judges out to dinner, they will receive a free dinner.

Should each Volunteer have a choice of Vouchers or Cash or a Combination?

We agreed that all volunteers should have a choice of receiving their incentive as vouchers or a check from the SWAT Treasurer. Jobs receiving \$600 or more in incentives can receive their incentive as a combination of vouchers and check. All volunteers must declare how they wish to receive their incentives well in advance of the trial so that checks and vouchers can be prepared before the trial.

Should there be a limit of how much of an exhibitor's entry can be paid by Vouchers?

We agreed that there should be a limit on how much of an entry can be paid by vouchers in order to assure cash flow for our trials. Several clubs in nearby states limit the use of vouchers to 50% of a dog's entry fee. We felt that this limit would be too severe for a membership that has become accustomed to using vouchers to pay entire entries. We decided that limiting voucher use to up to \$100 of a dog's entry would be a reasonable compromise. This limit would ONLY apply to future vouchers and these vouchers would include a statement of this limit written on the voucher.

We will continue to ask exhibitors to voluntarily limit their Full Weekend Vouchers to one voucher per household per trial. This request will be included on all of our Premium Lists and Test Schedules.

What values of vouchers should be available?

Since the use of our new vouchers will be limited to up to \$100 per entry per trial, we will only offer \$25 and \$50 vouchers for key workers. If a volunteer is due to receive more than \$50 of vouchers, multiple vouchers will be used. \$2 vouchers will be used for smaller jobs, such as ring crew.

Should the Trial Chair be allowed to withhold volunteer incentives for jobs performed poorly?

We decided that if a volunteer accepts a job and expects a particular volunteer incentive for doing this job, this volunteer will receive the incentive even if the job is done poorly. This volunteer will simply not be asked to do the job again at a future trial. A volunteer incentive can only be withheld if the volunteer is absent and is unable to do the job at all.

Should vouchers have an expiration date?

We all agreed that there should be no expiration date for vouchers.

What volunteer incentives should be given for Fun Matches?

A few jobs in Fun Matches require just as much effort as for Trials. The Equipment Manager, for example, must work just as hard. Most jobs are smaller and their volunteer incentives should reflect this.

What volunteer incentives should be given to ring crew?

We discussed raffles. The problem with raffles is that they reward a few workers but provide no incentives to other workers, regardless of number of classes worked.

We discussed small vouchers worth \$2 each. The problem with these is that some people feel insulted by the small amount of their worth. In general, we still favored giving something to all workers, rather than to only a few, so we decided to go with small vouchers. Each ring crew member would get a \$2 voucher for each class worked. If the class is very large, such as an AKC Master/Excellent class, two \$2 vouchers would be given. When possible, we will negotiate with our food vendor to allow these vouchers to be used towards lunch.

PREVIOUS SWAT VOUCHER SCHEDULE (Effective until February 1, 2014)

All dollar amounts indicated refer to Vouchers unless otherwise indicated.

EXECUTIVE COMMITTEE MEMBERS	VOUCHERS/CASH AWARDED
President	\$25
Vice President	\$25
Treasurer	\$25
Recording Secretary	\$25
Corresponding Secretary	\$25
COORDINATORS	
Judge Selector	\$25
Gambol Editor	none
Voucher Coordinator	\$25
Web Site	none
TRIAL COMMITTEE	
Trial Secretary (AKC)	\$1,000 cash or vouchers or combination
Trial Secretary (USDAA)	3 Full Weekend Entries
Trial Secretary (NADAC)	1 Full Weekend Entry
Trial Secretary Mentor	Up to 1 Full Weekend Entry, as determined by Trial Chair
Event Chairperson	1 Full Weekend Entry
Computer Coordinator	\$25
Hospitality	1 Full Weekend Entry per judge
Awards	\$50
Equipment Manager	1 Full Weekend Entry
Site Coordinator - Expo NM	2 Full Weekend Entries
Site Coordinator - other	1 Full Weekend Entry
Chief Scorekeeper	1 Full Weekend Entry per judge
Assistant Scorekeeper	\$50
Youth Group Coordinator	1 Full Weekend Entry
Chief Ring Steward	1 Full Weekend Entry per judge
Chief Course Builder	1 Full Weekend Entry per judge
Last Survivor with no UNM students	1 Full Weekend Entry
Last Survivor with UNM students	\$50
Above the call of duty	(4) at \$25

A "Full Weekend Entry" can be used to pay up to all entry fees for all classes offered for one dog in any 3-day SWAT trial. If a "Full Weekend Voucher" is used for a lesser amount, no vouchers or cash will be returned to the exhibitor for any unused portion of this voucher. Vouchers have no cash value and may not be redeemed for cash.

INTERIM SWAT VOUCHER SCHEDULE EFFECTIVE ON FEBRUARY 1, 2014

All dollar amounts indicated refer to Vouchers unless otherwise indicated.

EXECUTIVE COMMITTEE MEMBERS	VOUCHERS/CASH AWARDED
President	none
Vice President	none
Treasurer	none
Recording Secretary	none
Corresponding Secretary	none
COORDINATORS	
Judge Selector	none
Gambol Editor	none
Voucher Coordinator	\$25
Web Site	none
TRIAL COMMITTEE	
Trial Secretary (AKC – 3-day)	\$1,000 cash or vouchers or combination
Trial Secretary (USDAA 3-day with DAM/PVP only on one day)	\$700 cash or vouchers or combination
Trial Secretary (USDAA 2-day with no DAM/PVP)	\$500 cash or vouchers or combination
Trial Secretary (NADAC 2-day)	\$250 cash or vouchers or combination
Trial Secretary Mentor	Up to \$150, as determined by Trial Chair
Event Chairperson	\$150
Computer Coordinator	\$25
Hospitality for 1-2 judges (judges have no car)	\$50 per day
Hospitality for trial hours only (judges have their own car or a rental car)	\$25 per day
Awards	\$50
Equipment Manager	\$150
Site Coordinator	\$150
Chief Scorekeeper	\$150 per judge
Assistant Scorekeeper	\$50
Youth Group Coordinator	\$150
Chief Ring Steward	\$150
Chief Course Builder	\$150
Last Survivor with no UNM students	\$150
Last Survivor with UNM students	\$50
Above the call of duty	(4) at \$25

Vouchers have no cash value and may not be redeemed for cash.

COMPARATIVE COSTS OF VOUCHER SCHEDULES – AKC

Based on September 2013 AKC Trial: 3 days, 1,000 runs, 2 rings, 2 judges, Sheriff's Posse,
 Full Weekend Voucher = \$160 (Note: This comparison does not include SWAT Bucks given
 out to the ring crews)

	Proposed Voucher Schedule (p.2)	Interim Voucher Schedule (p.10)	2013 Voucher Schedule (p.9)
Executive Committee	--	--	\$125
Judge Selector	--	--	\$25
Voucher Coordinator	\$25	\$25	\$25
Secretary	\$800	\$1,000	\$1,000
Chairperson	\$150	\$150	\$160
Computer Coordinator	\$25	\$25	\$25
Hospitality (judges have no car)	\$150	\$150	\$320
Awards	\$25	\$50	\$50
Equipment Managers	\$300	\$150	\$160
Site Coordinator	\$150	\$150	\$160
Chief Scorekeepers	\$300	\$300	\$320
Youth Group Coordinator	--	\$150	\$160
Chief Ring Stewards	\$300	\$300	\$320
Chief Coursebuilders	\$300	\$300	\$320
Above Call of Duty & Last Survivor (cash/gifts for loading truck)	\$100	\$100	\$260
TOTAL	\$2,625	\$2,850	\$3,430

COMPARATIVE COSTS OF VOUCHER SCHEDULES – USDAA

Based on November 2013 USDAA Test: 3 days, 850 runs, 2 rings, 2 judges, Expo NM, Full Weekend Voucher = \$230 (Note: This comparison does not include SWAT Bucks given out to the ring crews)

	Proposed Voucher Schedule (p.2)	Interim Voucher Schedule (p.10)	2013 Voucher Schedule (p.9)
Executive Committee	--	--	\$125
Judge Selector	--	--	\$25
Voucher Coordinator	\$25	\$25	\$25
Secretary	\$680	\$700	\$690
Chairperson	\$150	\$150	\$230
Computer Coordinator	\$25	\$25	\$25
Hospitality (Judges have no car)	\$150	\$150	\$460
Awards	\$25	\$50	\$50
Equipment Managers	\$300	\$150	\$230
Site Coordinator	\$150	\$150	\$460
Chief Scorekeepers	\$300	\$300	\$460
Youth Group Coordinator	--	\$150	\$230
Chief Ring Stewards	\$300	\$300	\$460
Chief Coursebuilders	\$300	\$300	\$460
Above Call of Duty & Last Survivor (cash/gifts for loading truck)	\$100	\$150	\$150
TOTAL	\$2,505	\$2,600	\$4,080

COMPARATIVE COSTS OF VOUCHER SCHEDULES – NADAC

Comparative Costs for October 2013 NADAC Trial: 2 days, 300 runs, 2 alternating rings, 1 judge, outside park, no youth groups, Full Weekend Voucher = \$110 (Note: This comparison does not include SWAT Bucks given out to the ring crews)

	Proposed Voucher Schedule (p.2)	Interim Voucher Schedule (p.10)	2013 Voucher Schedule (p.9)
Executive Committee	--	--	\$125
Judge Selector	--	--	\$25
Voucher Coordinator	\$25	\$25	\$25
Secretary	\$240	\$250	\$110
Chairperson	\$100	\$150	\$110
Computer Coordinator	--	--	--
Hospitality (Judges have no car)	(done by Trial Chair)	\$150	\$110
Awards	\$25	\$50	\$50
Equipment Managers	\$300	\$150	\$110
Site Coordinator	\$150	\$150	\$110
Chief Scorekeepers	\$100	\$150	\$110
Youth Group Coordinator	--	--	--
Chief Ring Stewards	(done by Trial Chair)	\$150	\$110
Chief Coursebuilders	\$100	\$150	\$110
Above Call of Duty & Last Survivor (cash/gifts for loading truck)	\$100	\$250	\$210
TOTAL	\$1,140	\$1,625	\$1,315