

# Short Form Return of Organization Exempt From Income Tax

# 2008

Open to Public Inspection

Department of the Treasury  
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code  
(except black lung benefit trust or private foundation)

▶ Sponsoring organizations of donor advised funds and controlling organizations as defined in section 512(b)(13) must file Form 990. All other organizations with gross receipts less than \$1,000,000 and total assets less than \$2,500,000 at the end of the year may use this form.

▶ The organization may have to use a copy of this return to satisfy state reporting requirements.

**A** For the 2008 calendar year, or tax year beginning \_\_\_\_\_, and ending \_\_\_\_\_

<b>B</b> Check if applicable:	Please use IRS label or print or type. See Specific Instructions.	<b>C</b> Name of organization Volunteer Center of Lubbock Inc.		<b>D</b> Employer identification number 75-2325274
<input type="checkbox"/> Address change		Number and street (or P.O. box, if mail is not delivered to street address)		<b>E</b> Telephone number (806) 747-0551
<input type="checkbox"/> Name change		Room/suite 1706 23rd Street		<b>F</b> Group Exemption Number . . . ▶ N/A
<input type="checkbox"/> Initial return		City, town, or country Lubbock	State TX	ZIP + 4 79411-1214
<input type="checkbox"/> Termination				<b>G</b> Accounting method: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual
<input type="checkbox"/> Amended return				Other (specify) ▶
<input type="checkbox"/> Application pending				<b>H</b> Check <input type="checkbox"/> if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

• **Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).**

**I** Website: ▶ [www.volunteerlubbock.org](http://www.volunteerlubbock.org)

**J** Organization type (check only one)—  501(c) ( 3 ) ◀ (insert no.)  4947(a)(1) or  527

**K** Check  if the organization is not a section 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000. A return is not required, but if the organization chooses to file a return, be sure to file a complete return.

**L** Add lines 5b, 6b, and 7b, to line 9 to determine gross receipts; if \$1,000,000 or more, file Form 990 instead of Form 990-EZ. ▶ \$ 490,234

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (See the instructions for Part I.)

	Description	Line	Amount
Revenue	1 Contributions, gifts, grants, and similar amounts received . . . . .	1	424,384
	2 Program service revenue including government fees and contracts . . . . .	2	60,071
	3 Membership dues and assessments . . . . .	3	
	4 Investment income . . . . .	4	5,779
	5a Gross amount from sale of assets other than inventory . . . . .	5a	
	b Less: cost or other basis and sales expenses . . . . .	5b	
	c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a) (attach schedule) . . . . .	5c	
	6 Special events and activities (complete applicable parts of Schedule G). If any amount is from gaming, check here <input type="checkbox"/> . . . . .		
	a Gross revenue (not including \$ _____ of contributions reported on line 1) . . . . .	6a	
b Less: direct expenses other than fundraising expenses . . . . .	6b		
c Net income or (loss) from special events and activities (Subtract line 6b from line 6a) . . . . .	6c		
7a Gross sales of inventory, less returns and allowances . . . . .	7a		
b Less: cost of goods sold . . . . .	7b		
c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a) . . . . .	7c		
8 Other revenue (describe ▶ _____ ) . . . . .	8		
9 <b>Total revenue.</b> Add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8 . . . . .	9	490,234	
Expenses	10 Grants and similar amounts paid (attach schedule) . . . . .	10	
	11 Benefits paid to or for members . . . . .	11	
	12 Salaries, other compensation, and employee benefits . . . . .	12	222,521
	13 Professional fees and other payments to independent contractors . . . . .	13	10,951
	14 Occupancy, rent, utilities, and maintenance . . . . .	14	10,221
	15 Printing, publications, postage, and shipping . . . . .	15	16,250
	16 Other expenses (describe ▶ See attached statement ) . . . . .	16	147,872
17 <b>Total expenses.</b> Add lines 10 through 16 . . . . .	17	407,815	
Net Assets	18 Excess or (deficit) for the year (Subtract line 17 from line 9) . . . . .	18	82,419
	19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return) . . . . .	19	302,842
	20 Other changes in net assets or fund balances (attach explanation) . . . . .	20	
	21 <b>Net assets or fund balances at end of year.</b> Combine lines 18 through 20 . . . . .	21	385,261

**Part II Balance Sheets.** If Total assets on line 25, column (B) are \$2,500,000 or more, file Form 990 instead of Form 990-EZ.

(See the instructions for Part II.)

	(A) Beginning of year		(B) End of year
22 Cash, savings, and investments . . . . .	185,975	22	261,733
23 Land and buildings . . . . .	12,853	23	14,560
24 Other assets (describe ▶ Accounts Receivable, Prepaid Insurance ) . . . . .	129,481	24	142,399
25 <b>Total assets</b> . . . . .	328,309	25	418,692
26 <b>Total liabilities</b> (describe ▶ Accounts Payable, Accrued Liabilities, Deferred Rev ) . . . . .	25,467	26	33,431
27 <b>Net assets or fund balances</b> (line 27 of column (B) must agree with line 21) . . . . .	302,842	27	385,261

Part III Statement of Program Service Accomplishments (See the instructions for Part III.)		Expenses
What is the organization's primary exempt purpose? <u>Promote Volunteerism, Nonprofit Management Assistance</u>		(Required for 501(c)(3) and (4) organizations and 4947(a)(1) trusts; optional for others.)
Describe what was achieved in carrying out the organization's exempt purposes. In a clear and concise manner, describe the services provided, the number of persons benefited, or other relevant information for each program title.		
28	The Volunteer Connection promotes volunteerism through recruitment, referrals, and recognition. 22,403 adult volunteer referrals were documented in 2008, providing services to 13,366 people. (Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	28a 107,457
29	The Youth Connection provides leadership and civic engagement opportunities for young people. 10,069 youth from thirty-five secondary schools provided 128,346 hours of service and raised \$155,725 in 2007-2008. (Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	29a 197,004
30	The Leadership Connection provides training, consultation, and resources that empower nonprofit boards, staff and organizations. 600 people attended 54 Volunteer Center of Lubbock workshops and site-based consultations. (Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	30a 53,728
31	Other program services (attach schedule) (Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	31a
32	<b>Total program service expenses.</b> (add lines 28a through 31a) <input type="checkbox"/>	32 358,189

Part IV List of Officers, Directors, Trustees, and Key Employees (See the instructions for Part IV.)					
(a) Name and address		(b) Title and average hours per week devoted to position	(c) Compensation (If not paid, enter -0-)	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
Name	Sharon Bass Str 1706 23rd St	Title	Exec Dir		
City	Lubbock ST TX ZIP 79411	Hr/WK	40.00		
Name	Board of Directors Str See Statement	Title	Director		
City	ST ZIP	Hr/WK	2.00		
Name	Str	Title			
City	ST ZIP	Hr/WK			
Name	Str	Title			
City	ST ZIP	Hr/WK			
Name	Str	Title			
City	ST ZIP	Hr/WK			
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City	ST ZIP	Hr/WK			
Name	Str	Title			
City	ST ZIP	Hr/WK			
Name	Str	Title			
City	ST ZIP	Hr/WK			

**Part V Other Information** (Note the statement requirements in the instructions for Part VI.)

		Yes	No
33	Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity.		X
34	Were any changes made to the organizing or governing documents but not reported to the IRS? If "Yes," attach a conformed copy of the changes.		X
35	If the organization had income from business activities, such as those reported on lines 2, 6a, and 7a (among others), but not reported on Form 990-T, attach a statement explaining your reason for not reporting the income on Form 990-T.		
a	Did the organization have unrelated business gross income of \$1,000 or more or section 6033(e) notice, reporting, and proxy tax requirements?		X
b	If "Yes," has it filed a tax return on Form 990-T for this year?		
36	Was there a liquidation, dissolution, termination, or substantial contraction during the year? If "Yes," complete applicable parts of Schedule N.		X
37 a	Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ 37a		
b	Did the organization file Form 1120-POL for this year?		X
38 a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still unpaid at the start of the period covered by this return?		X
b	If "Yes," complete Schedule L, Part II and enter the total amount involved. 38b		
39	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on line 9. 39a		
b	Gross receipts, included on line 9, for public use of club facilities. 39b		
40 a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ ; section 4912 ▶ ; section 4955 ▶		
b	Section 501(c)(3) and (4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or did it become aware of an excess benefit transaction from a prior year? If "Yes," complete Schedule L, Part I.		X
c	Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958. ▶		
d	Enter amount of tax on line 40c reimbursed by the organization. ▶		
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T.		X
41	List the states with which a copy of this return is filed. ▶		
42 a	The books are in care of ▶ Name Sharon Bass Telephone no. ▶ (806) 747-0551 Located at ▶ 1706 23rd Street Suite 101 City Lubbock ST TX ZIP + 4 ▶ 79411-1214		
b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country: ▶ See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.	Yes	No
42b			X
c	At any time during the calendar year, did the organization maintain an office outside of the U.S.? If "Yes," enter the name of the foreign country: ▶	Yes	No
42c			X
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041—Check here ▶ <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year. ▶ 43 N/A		
44	Did the organization maintain any donor advised funds? If "Yes," Form 990 must be completed instead of Form 990-EZ.	Yes	No
44			X
45	Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)? If "Yes," Form 990 must be completed instead of Form 990-EZ.	Yes	No
45			X

