CITY OF SAN MARCOS HUMAN SERVICES GRANT
FY 2026-2027 APPLICATION

I. SUMMARY INFORMATION

Please spell out organization name and program name completely, without acronyms.

Applicant Organization: **Society of St. Vincent de Paul**

Contact Name: **Warner Davis** Telephone: [redacted]

Contact E-Mail Address: [redacted] **svdpsanmarcos@gmail.com**

Website: **svdpsanmarcos.org**

Mailing Address: **624 E. Hopkins St., San Marcos TX 78666**

Do you have a location in San Marcos where people can walk in and ask questions about the program? If so, what is the address? **Yes, 218 Roosevelt St., San Marcos TX 78666**

Who is authorized to execute program documents? (Name, Title) **Warner Davis, Vice-President**

Program Name: **Emergency Services**

Amount of Funds Requested: **$40,000 (See note below)**

What percentage of the cost of this program is requested as funding through this application? **10%**

Note: The Society of St. Vincent de Paul did not apply for CDBG funds this year, as we have in the past, as the emergency services we provide to our neighbors are similar for both the HSAB and CDBG programs. Please consider the amount requested, here, as the total amount of funds requested this year for our Emergency Services program. These funds are designated primarily for Rent and Utility assistance: keeping the lights on and shelter.

II. SHORT ESSAY QUESTIONS

All questions must be answered. Please type your answers. Application evaluations will be based on, but not necessarily limited to the criteria stated in each section.

OVERVIEW

1. Summarize the program for which funding is being requested, the services it provides, and the clients it serves.

The Society of St. Vincent de Paul is an international organization, founded in 1833, with the purpose of providing direct aid and assistance to the poor and needy. The St. Vincent de Paul Conference in San Marcos, using the time-tested principles and guidelines of the Society, provides direct aid and assistance to individuals and families of the San Marcos area.

COMMUNITY NEED AND JUSTIFICATION –20 POINTS

Evaluation: documentation and justification of the need for the program in the City of San Marcos.

1. Describe in detail the need for this program in San Marcos.

The growing number of individuals and families that come to our office requesting help with utility bills, food, emergency housing, rent assistance, predatory loan counseling, medications, auto repairs and other types of assistance . The City of San Marcos acknowledges this need for help as they list organizations, including the Society of St. Vincent de Paul; that provide assistance on the Utility Customer Services webpage.

2. Has the need for this program been increasing in recent years?

YES! Significantly: due to reductions in SNAP benefits, increased cost of housing, utiliies, and food; and the overall increase in number of requests for assistance. Our utility assistance in FY 24, $85,109, increased to $101,044 in FY 25, and is on track to increase 20% more in FY 26; notwithstanding the generous help the COSM provided, that we did not receive, but were able to refer to agencies that did.
Rental assistance in FY 24 was $43K and is now approaching $130K this FY.

IMPLEMENTATION –15 POINTS

Evaluation:

- *The application demonstrates that resources needed to manage the proposed program are available and ready.*
- *Applicant has clearly defined objectives focusing on results and measurable outcomes vs. only program activities descriptions and numbers served.*
- *Past performance of programs funded by Human Services Grants has met expectations.*

1. Are all resources in place to be able to implement this program? If not, what is missing? **Yes**

2. What specific, measurable outcomes or results do you hope to achieve with this program?

The success of the program is measured by the number of individuals and families that did not have their utilities turned off, how many families were able to remain in their homes, how many individuals did not go hungry, how many persons were able to remain on the job with transportation assistance, and how many sick people were assisted back to health with prescription and co-pay assistance, and by the number of families that achieved financial independence through counseling.

3. If funding is not available at the requested amount, what is the minimum Human Services Grant funding needed to be able to run this program?

Grant funding is not required to run the program. Less grant funding would result in less financial resources to help our poor and needy neighbors

IMPACT AND COST EFFECTIVENESS –20 POINTS

Evaluation:

- *impact on the identified need*
- *implementation costs compared to impact*
- *use of available resources (financial, staff, volunteer)*
- *impact compared to other applicants*

1. Programs can provide value by deeply impacting the lives of a few, with effects that may ripple through generations, or by providing smaller but meaningful impact to a larger group. Describe in detail the impact this program will have on the identified need and on San Marcos residents.

The impact of this program will increase the number of individuals and families that did not have their utilities turned off and increase the number of families were able to remain in their homes. Basic budget counseling can provide lifetime benefits if used.

2. Briefly describe other funding sources, volunteers, or in-kind donations that will be used with this program.

The program receives donations of money and goods from Church parishioners and others. Our conference has 38 active volunteers that receive prescribed training in assisting our neighbors in need. In-kind assistance (clothing, furniture, household goods) is provided from donations from the community brought to our office.

3. How many total annual unduplicated direct clients is this program expected to serve? What percentage will be San Marcos residents?

If funded as requested, this funding will serve approximately 175 unduplicated families and individuals, whom will be 100% COSM residents.

4. Please list the agencies with which you partner to provide this program's services.

Salvation Army
Southside Community Center
Hays Caldwell Women's Center
Community Action
Nosotros LaGente
BR3T
H.O.M.E. Center

COMMUNITY SUPPORT – 15 POINTS

Evaluation:

- *A minimum of three letters of reference that indicate strong local support for the program and the agency's ability to implement it as described in the application. Letters must be in support of the specific program requesting funding, not the agency as a whole. Letters will preferably be from San Marcos residents as well as direct clients of the program.*
- *Evidence that volunteers play a vital role in the program or agency's operation.*
- *Evidence that board members are actively involved in and supportive of the agency*

1. What actions do Board members take to support the programs of the agency?

In addition to their respective official duties, they are on teams that serve our neighbors each day of the week.

2. Briefly describe the number and role of volunteers in the program or agency's operation.

There are 38 active and 10 associate members. ALL members are volunteers. There is no paid staff in our Conference. Members are assigned to teams that make home visits and man the office Monday through Friday from 1 P.M. to 4 P.M.

COUNCIL PRIORITIES - 20 POINTS

1. How long has this program served San Marcos residents? (10 points if at least 2 years) **31 Years**

2. In what ways does your agency actively conduct outreach to engage San Marcos residents in its programs and services? How will San Marcos residents access those services? (up to 10 points)

- **Monthly reports in the parish bulletins w/ invite contact information and QR code to website.**
- **Banners and signs announcing our annual fund raiser, the River Walk for the Poor**
- **Providing our contact information to the COSM Utilities Department for those needing assistance**
- **Providing our contact information to United Way 211**
- **Walk in service during operating hours**
- **Other Agency referral**
- **Our greatest method of outreach is from the neighbors we assist by word of mouth**

RISK - 10 POINTS

1. How many years' experience does the agency have in implementing a program of this size and complexity? (5 points if more than 5 years) **25 Years**

2. What percentage of the program's funding is non-City? (5 points if at least 50%) **85%**

III. Funding Restrictions

By signing this application I certify the following to be true:

1. All Human Services Grant funding will be spent on San Marcos residents, except for school-based programs, in which case it may be spent within the San Marcos Consolidated Independent School District boundary.
2. Funding requested is not more than 50% of the total funding for the agency.
3. Funding will not be used to fund more than 20% of a full time position.
4. Agency has been in existence for at least 2 years. (This can include serving communities other than San Marcos.)

Submittal approved by:

Warner Davis

Signature

23 February 2026

Date

Warner Davis, Vice-President

Printed Name, Title

The Society of St. Vincent de Paul, San Marcos, Texas

Program Budget for FY 2026

	Income	Expend.
Medical/Prescriptions		5,000
Clothing/Household		1,000
Food		5,000
Housing (Rent)		130,000
Temp Lodging (Motels)		10,000
Transportation		15,000
Utilities		120,000
License Fees		2,000
Miscellaneous		2,000
Operating Expenses		5,000
Contributions to Council		30,000
Church Collections/Donations	265,000	
Fund Raising	25,000	
City of San Marcos HSAB Grant	35,000	
Total Program FY2026	325,000	325,000

Proposed Program Budget for FY 2027

	Income	Expend.
Medical/Prescriptions		5,000
Clothing/Household		1,000
Food		10,000
Housing (Rent)		150,000
Temp Lodging (Motels)		15,000
Transportation		20,000
Utilities		150,000
License Fees		2,000
Miscellaneous		5,000
Operating Expenses		7,000
Contributions to Council		35,000
Church Collections/Donations	360,000	
Fund Raising	25,000	
City of San Marcos HSAB Grant	40,000	
Total Program FY2027	400,000	400,000

The Society of St. Vincent de Paul, San Marcos, Texas

Proposed Uses of Requested Funds

Funds for PY 2025

	Budget Income	Budget Expend.	Actual Income	Actual Expend.
Utilities Assistance		20,000		$12,196
Rent Assistance		10,000		$7,804
City of San Marcos HSAB	30,000		20,000	
Total FY25		$30,000		$20,000

Proposed Program Budget for FY 2026-2027

Proposed Uses of Requested Funds

	Budget Income	Budget Expend.
Utilities Assistance		$20,000
Rent Assistance		$20,000
City of San Marcos HSAB Requested	$40,000	
Total Proposed Program FY26-27	$40,000	$40,000

FY26 Board of Directors (Officers)

Society of St. Vincent de Paul, San Marcos Conference
Office: 218 Roosevelt St., San Marcos, TX 78666
Mailing Address: 624 East Hopkins Street, San Marcos, Texas 78666
svdpsanmarcos@gmail.com, svdpssanmarcos.org

President: Christine Winek, COSM Resident
1 st Vice President: Warner Davis, Hays County, SM Post Office
2 nd Vice President: Gloria Delgado, COSM Resident
Secretary: Mary Alice Moreno, COSM Resident
Treasurer: Jon Grosch, COSM Resident

Membership Criteria

Board members must be active members in good standing. That means they attend meetings regularly and carry out the work and mission of the conference.

Meeting Attendance

The Board of Directors (Officers) meets for Conference meetings, usually twice a month (2nd and 4th Tuesdays). Minutes are kept for all meetings. Attendance is recorded of all members, including Officers, at the meetings and put in the meeting minutes.

In FY 25-26 all Board of Directors (Officers) have attended all Conference meetings with only a few exceptions.

The Society of St. Vincent de Paul, San Marcos

Statement of Non-Discrimination

"Non-Discrimination Policy
The Conference provides services to individuals without regard to race, creed, color, gender, sexual orientation, criminal justice status, disability, marital status, veteran status, national origin, age, or physical handicap."

THE SOCIETY OF ST. VINCENT DE PAUL
OF THE UNITED STATES OF AMERICA
BYLAWS For San Marcos Conference, San Marcos, TX

THE
SOCIETY OF ST. VINCENT DE PAUL
OF THE UNITED STATES OF AMERICA

BYLAWS

For

St. John the Evangelist and Our Lady of Wisdom Parishes

San Marcos Conference, San Marcos, TX

Approved National Meeting September 2005 Chicago
Revisions through December 2018

GENERAL SECTION

Article 1 - OFFICIAL NAME

The name of the Conference is the **Society of St. Vincent de Paul San Marcos** (subsequently referred to as "Conference").

Article 2 - LOCATION AND TAX STATUS OF THE CONFERENCE

The Principal Office of the Conference shall be **624 East Hopkins Street, San Marcos, TX 78666**. In the event the Conference shall ever use the Employer Identification Number (EIN) of a District or Diocesan Council, herein after referred to as an Upper Council, it must coordinate its tax exempt status with that Upper Council and it will not have a separate legal existence but will operate under that Upper Council.

Article 3 - STATEMENT OF PURPOSE AND SPECIAL CONSIDERATIONS

Aggregated by the Council General International with the approval of the National Council, the Conference is the basic and essential grouping of the Society and its primary objective is to provide its members with opportunities for spiritual growth, fellowship and service to people in need. The Conferences shall adhere to the Rule of the Society of St. Vincent de Paul, which in part states: "No work of charity is foreign to the Society." In keeping with this spirit, the persons to be helped and the works to be performed are determined by the Conference itself. The Conference shall be organized primarily to perform person-to-person service to those in need. The Conference is responsible for animating and coordinating the work of Society of St. Vincent de Paul units within its jurisdiction.

The Society's Mission Statement reads: "A network of friends, inspired by Gospel values, growing in holiness in building a more just world through personal relationships with and service to people in need." The Conference may adopt its own Mission statement which may further define purposes.

Definitions:

As used in these Bylaws the following shall apply:

1. The word "President" unless the context specifies otherwise, shall mean the President of the Conference.
2. The word "President General" shall mean the President of the Council General International.
3. The words "Permanent Section" shall refer to a committee of the Council General International.
4. The word "Conference" shall mean this Conference unless otherwise stated.
5. "Rule" shall mean the Rule of the Society of St Vincent de Paul.
6. The word "Ordained" means priests and permanent deacons but does not apply to nuns and brothers.
7. The word "Office" or "Officers" shall refer to the President, the First and/or Second Vice President, the Secretary(ies) and the Treasurer(s).
8. The word "Society" means the Society of St. Vincent de Paul.

9. The words "National Council" shall refer to the National Council of the United States, Society of St. Vincent de Paul, Inc.
10. The words "Upper Council" shall mean the District or Archdiocesan/Diocesan Council with which the Conference is affiliated. It may also include the National Council if the context so reads.
11. References in these Bylaws to "Executive Director" or "Chief Executive Officer" are used interchangeably.

Non-Discrimination Policy
The Conference provides services to individuals without regard to race, creed, color, gender, sexual orientation, criminal justice status, disability, marital status, veteran status, national origin, age or physical handicap.

Tax Exemption
Said organization is organized exclusively for charitable, religious, educational or scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code.

Article 4 - PARAMOUNT AUTHORITY OF THE SOCIETY

Should any bylaw provision, rule or regulation adopted by the Conference conflict with the Rule and regulations of the Society of St. Vincent de Paul as now promulgated or hereafter adopted by the Council General International, then and in that event that part of such bylaw provision, rule or regulation in conflict with the Rule shall be void and of no effect but the remainder of such bylaw provision, rule or regulation shall remain in effect. The Council General International's guidelines or the directives of the National Council of the United States on compliance with the Rule will be adhered to. In addition, if the Conference appears to be part of the Society, but does not adhere to the Rule in terms of presidential terms, regular attendance at Council meetings or otherwise does not maintain compliance with its approved aggregation papers, it shall not use the Society's name. Policies or standard operating procedures can from time to time be adopted by a Conference at the local level if they do not conflict with anything stated above. "Robert's Rules of Order, Newly Revised" or other agreed-upon forms of consensus building shall govern the Conference in all cases in which they are applicable. The Conference shall keep a copy of the Rule with these Bylaws. These Bylaws may only be amended, altered or repealed with the approval of the National Council.

Article 5 - CLASSES OF MEMBERSHIP, RIGHTS AND PRIVILEGES

The Society is a Catholic lay organization open to all who wish to live their faith by loving and serving their neighbor.
Conference membership is made up of:

Active (Full) Members are those who participate regularly in the prayer life, meetings, and charitable activities through personal contact with the poor of the Vincentian Conference or Council into which they have been received.

An Active Member accepts the Rule of the Society, belongs to the Catholic Church, and is received as a Vincentian brother or sister into the Society's Conference or Council with which he or she is affiliated by formal action. Only Active Members hold office in the organization.

Associate Members are those affiliated with the Society by formal action of the Conference or Council with which the member will be joined. Associate Members include those who sincerely and publicly accept the Society's Rule but may or may not belong to the Catholic Church, may or may not attend Conference meetings on a regular basis, nor engage in the works of the Society on a regular basis. Associate Members are kept informed of the developments and activities of their immediate groupings, as well as the general progress of the Society, particularly in the local area or diocese. They are invited to attend the general meetings and special observances of the Society and to participate in its charitable activities.

Compensation
No part of the property belonging to this entity, nor its net earnings or income shall ever inure to the benefit of any member or individual, or any person having a personal or private interest in the activities of the entity. There shall be no fee or honorarium for Conference service beyond reimbursement of expenses.

Any person who receives a salary or remuneration from the Society or any of its branches may serve in the Conference with membership rights and privileges but may not be elected or appointed to any Council, Board or Office, nor serve as a proxy, within any Conference or Council from which he or she receives a salary or remuneration..

Article 6 - SOLIDARITY CONTRIBUTIONS

Individual Members: A secret collection is taken up as part of every Conference meeting. This contribution is to give proof of the spirit of sharing of the members.

Conference: The Conference acknowledges that it is expected to make solidarity contributions as determined by any Upper Council in order for those Upper Councils to meet necessary expenses and to assist others and that from time to time Upper Councils may establish policies that apply to the Conference and its members. The Conference can also derive financial support from other means such as parish collections, special events or other fundraising programs.

Article 7 - MEMBERSHIPS OF CONFERENCES

The Conference is made up of individuals from **St. John the Evangelist and Our Lady of Wisdom Parishes, San Marcos, Texas**. The Conference is represented at the District Council by its Conference President who has the obligation to consult with the Conference members in order to vote the spirit of its membership.

The Conference may group together with other conferences to form a District Council composed of the duly-elected President of the District Council and the currently serving Presidents of the active Conferences affiliated with the District Council.

Article 8 - ADMISSION PROCEDURES AND ELECTION PROCESS

Admission Procedures
The names of persons proposed for Active and Associate Membership should be submitted to the President of the Conference. The President will then make information about the recommended person known to the Conference. If approved, candidates will be admitted and given a Vincentian welcome. Training and in-service opportunities for members should include but not be limited to: Ozanam Orientation, Vincentian formation, Retreats, Days of Recollection and other formation opportunities that afford members growth or enrichment in spirituality, resource/skill building, updating on relevant issues and renewal.

Election Process for Conference President
The Conference is directed by a President elected for a term of three years (NOTE: one year for youth Conferences) beginning on October 1st by a process that culminates in a secret ballot. A method for breaking a tie must be established at the beginning of the election process. For serious reasons, and in accordance with the Rule, an election can be annulled. The President's term may only be renewed once and a retiring President who has just served two consecutive terms is not eligible for re-election as President until a further period of three years has elapsed. After a Conference President has been elected the name of that person shall be submitted to the District Council President, thereupon that person shall be enrolled as a member of the District Council and installed at the next District Council Meeting after he/she takes office.

Extraordinary Circumstances
Should the President resign, become permanently incapacitated, be removed from office or die during the term of office, then the First Vice President of the Conference shall act as President until the election of a new President. Upon the vacancy of the office of President prior to the completion of the term of office, the Vice President shall, within ten days from receipt of the notice of the vacancy of the office of President, initiate the election process. The election is then held within three months. The newly-elected President's term of office begins on the date of election to that position and installation occurs on October 1st of that year. Irrespective of the months involved, the portion of year one in office is counted as the first year with the remaining two years of a three-year term of office beginning October 1st of that year.

If the President, because of illness or any other reason, were unable to attend and preside at any meeting of the Conference this privilege and duty may be delegated to the Vice President or any Officer.

Article 9 - MEETING FREQUENCY AND PROCEDURES

Conference members meet regularly and consistently as a group at least twice a month.

Face-to-face meetings are held in a spirit of friendship, simplicity and Christian joy. They provide for spiritual growth, consideration of the experiences of each member and the issues encountered in the pursuit of better service. A Conference meeting shall incorporate Spirituality, Friendship, Service and our Cultural Beliefs and could include the following components: A punctual call to order; roll call; opening prayer (which should always include a prayer to the Holy Spirit, the Lord's Prayer, the Hail Mary and a prayer for those whose suffering they wish to share); Spiritual Advisor's reading or

meditation, address and discussion; approval of minutes of previous meeting; home visitation reports; President's report; Secretary's report; Treasurer's report; a review of one or more parts of the Rule; Committee reports (including Formation Committee report); membership reports, resolutions; Special Works reports; old business; new business; time and place of next meeting (the calendar should include Festival meetings and Conference liturgies); secret collection; closing prayer; adjournment.

Article 10 - QUORUM REQUIREMENTS, VOTING PROCEDURES, PROXIES AND OPEN MEETINGS

A simple majority of Active Members shall constitute a quorum and each Active Member shall be entitled to one vote which must be cast in person. A simple majority of those eligible to vote is required to approve or disapprove a resolution.

Bylaws may be amended, altered or repealed at any regular or special meeting with the concurrence of two thirds of the Active Members of the Conference provided, however, that 60 days written notice of the meeting at which proposed amendments, alterations or repeals of any article be sent to all members prior to the meeting. The Bylaws may only be amended, altered or repealed with the approval of the National Council.

All meetings of the Conference shall always be open to members of the Society. This does not preclude the Conference from going into executive (closed) session during a meeting.

Article 11 - PROCEDURE FOR THE DISSOLUTION OR SUSPENSION OF A CONFERENCE AND DISPOSITION OF ASSETS AND CIRCUMSTANCES UNDER WHICH MEMBERS MAY RESIGN OR BE SUSPENDED

The Conference acknowledges that for reasons prompted by the seriousness of a particular situation the President General may suspend temporarily or permanently exclude the Conference or any of its members after notifying the Permanent Section accordingly. The permanent exclusion of the Conference shall entail the cancellation of its Aggregation.

The National President is given the power through extraordinary delegation to temporarily suspend a conference or member. The National President in cases of extreme seriousness and urgency may suspend a conference or member exclusively as a precautionary measure.

In such circumstances the President General shall be notified of such decision and the justified reasons for the same within a maximum of 15 business days. The conference or member in question may appeal to the National Council's Conciliation Committee pursuant to the procedure in effect at that time. The President General shall approve or reject the appeals that are presented.

For procedures for disposing of a suspended conference's assets, the District Council (or next higher Council if appropriate) should be consulted.

Upon the dissolution of the Conference, all assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code, to the next higher Council of the Society of St. Vincent de Paul holding

jurisdiction over the Conference boundaries or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court sitting and having jurisdiction in the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes. Where the Conference is affiliated with a District Council, assets will be distributed to the District Council. In the case of Isolated Conferences, the assets will be distributed to the National Council.

A Conference Active Member or a Conference Officer may resign under the following conditions:

- Voluntary resignation on the part of the member;
- Cessation of effective membership by protracted non-attendance at Conference meetings without excused absence.

Article 12 - RESOLUTIONS AND GOVERNANCE RESPONSIBILITIES

Resolutions
The Conference initiates action by adoption of resolutions.

Governance Responsibilities
The governance and power of the Conference shall be vested in its President and the Conference Active Members. Their Governance responsibilities include but are not limited to: electing the Conference President; approving the annual budget; approving Presidential appointments; compiling a timely annual report; reviewing and evaluating the finances of the Conference and its annual audit; from time to time responding to requests or directives from higher Councils and reviewing and evaluating the leadership, mission and planning of the Conference.

Article 13 - ELECTING AND APPOINTING OFFICERS

The **President** is elected by secret ballot of the Conference Active Members.

Vice President(s), Secretary(ies) and Treasurer are appointed by the President and approved by Conference Active Members.

The **Spiritual Advisor** must be Catholic and is appointed by the President in compliance with National Council Guidelines set forth in the Handbook for Spiritual Advisors in effect at that time including any amendments thereto. The Spiritual Advisor serves at the pleasure of the President, attends the meetings, participates in the discussions and provides the necessary guidance to the Conference and its members on spiritual matters. An ordained Spiritual Advisor does not vote; however, a lay Spiritual Advisor may vote. All appointments terminate automatically when a new President takes office.

Article 14 - DUTIES OF OFFICERS

President
The President attends to the progress of the Conference. The President supports the Conference members in their Vincentian action, helping and assisting them, as circumstances require.

The President ensures that links and communication are effectively maintained between the Conference and the Council to which it is attached. (NOTE: For Isolated Conferences, this communication and linkage should read between the Conference and the Region in which it is located). The President attends and represents the Conference at District Council meetings. The President develops working relationships with neighboring conferences, the Parish and with other relevant organizations.

The President shall, in general, supervise all affairs of the Conference. The President shall preside at all meetings of the Conference and shall be an ex-officio member of all committees.

The President shall have responsibility for governance of the Conference and shall see that all orders and resolutions of the Conference are carried into effect. If the District Council or (Archdiocesan/Diocesan Council does not report to government agencies the Conference President is responsible for submitting any required reports to the Internal Revenue Service, State agencies or other government agencies.

The President will advise the Conference of the requisite financial support that is to be provided to Upper Councils annually. If the President is unable to attend or preside at any meeting of the Conference, this privilege and duty may be delegated to the Vice President or any Officer.

Vice President(s)
There must be at least one Vice President. In the event multiple Vice Presidents are appointed one must be designated as the First Vice President. The First Vice President shall perform the duties of the President in the event of the President's temporary absence and shall have such other duties as the President or Conference may assign. All Vice President(s) collaborate with the President in all matters affecting the Conference. The Vice President(s) shall attend the Conference meetings.

Secretary(ies)
There may be more than one Secretary. The Secretary shall attend meetings of the Conference and ensure that all votes are recorded and minutes kept of all proceedings. The Secretary shall give or cause to be given notice of all meetings of the Conference and shall perform such other duties as may be prescribed by the President.

The Secretary is responsible for ensuring that records are kept of Aggregation, formal documents and meeting attendance. The Secretary is also responsible for the maintenance of annual report records.

Treasurer
The Treasurer shall be responsible for the Conference funds and securities, the maintenance of full and accurate accounts of receipts and disbursements in books (official records) belonging to the Conference and the deposit of all monies and other valuable effects in the name and to the credit of the Conference in such depositories as may be designated and approved by the Conference.

The Treasurer shall attend meetings of the Conference. The Treasurer informs members of the Conference's financial position by submitting a written statement at every meeting. The Treasurer also prepares a budget for the Conference which shall be approved annually.

The Treasurer shall ensure the disbursement of funds of the Conference as may be ordered by the Conference, obtaining proper receipts for such disbursements; and shall ensure an account of all transactions, supported by the appropriate documentation and that the financial condition of the Conference be rendered to the President and Conference at the regular meetings or whenever they may require it.

If required by the Conference, the Treasurer shall give the Conference a bond in such sum and with such surety or sureties as shall be satisfactory to the Conference for the faithful performance of the duties of the office.

Article 15 - TERMS OF OFFICE AND TERM LIMITS FOR OFFICERS

President
The term of office of the President is three years (ending on September 30th of the third year). Once a President has served for two consecutive terms, that person will not be eligible for re-election as President until a three-year term has elapsed under a different President.

Officers
All Officers selected by the President serve at the pleasure of the President. Such appointments terminate automatically when a new President takes office.

Reappointment
An incoming President may reappoint an Officer or Officers and others who served under the previous President.

Article 16 - FISCAL MATTERS INCLUDING ANNUAL REPORT, AUDITS, INSURANCE

Faithful to the spirit of non-accumulation of wealth and in accord with Part I of the Rule, 3.14, the Conference shall use good stewardship in maintaining the Society's assets. The Society uses money and property to help relieve the suffering of those in need and these funds must be handled with the utmost care, prudence and generosity.

The Conference will undertake an annual internal audit and report the results to the District Council or next higher or Upper Council. The Conference shall also submit, in a timely manner, an annual report to the District Council. (NOTE: In the case of an Isolated Conference the report shall be submitted to the next higher or Upper Council.) The following information, in appropriate detail, shall be included in said report: assets and liabilities as of the end of the fiscal year; the principal changes in assets and liabilities; the Conference's revenue or receipts; the Conference's expenses or disbursements, the Conference's statistics as well as stories and service information necessary to fully describe its activities during the previous year. The Secretary is charged as the responsible Officer to ensure that the Annual Report is submitted.

The Conference reporting systems must be in compliance with National Council accountability standards and federal and state law.

The funds of the Society shall be used for the works of the Society, including Vincentian twinning and collaboration in payments for clients. However, the funds shall not be diverted in the form of donations or contributions to other organizations or charities, except occasionally for other branches of the Vincentian Family, no matter how worthy the cause. The Treasurer is charged as the responsible Officer to ensure adherence to this requirement after consultation with the Conference.

Conferences and Councils zealously manage and maintain the Society's assets. The authority to manage the Society's assets remains exclusively with Councils that may delegate this authority in accordance with the Rule of the Society.

Faithful to the spirit of non-accumulation of wealth the Upper Councils may determine annually the percentage of the funds of each Conference within their area that may be made available to them. The Upper Councils will work with the Conference to determine an appropriate reserve for unanticipated events and direct the allocation of funds which exceed the anticipated demands, which may not be hoarded as a capital sum, to the service of the poor in their own area or abroad in the poorest areas of the world.

The Conference should look to the District Council and/or Archdiocesan/Diocesan Council with which it is affiliated for indemnification, insurance and conflict of interest policies. (NOTE: An Isolated Conference should look to the National Vice President for the Region for advice concerning these issues.)

Article 17 - OTHER MATTERS

All Conferences are subject to the National Council's guidance in all areas not specifically covered herein.

Article 18 - INTERNAL REVENUE CODE 501(C)(3) COMPLIANCE

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code or corresponding section of any future federal tax code.

City of San Marcos Housing Authority

1201 Thorpe Lane
San Marcos, TX 78666
(512) 353-5058

July 11, 2022

TO WHOM IT MAY CONCERN:

This is to confirm my full support of the Society of St. Vincent de Paul, San Marcos Conference. I fully believe in the goals of the conference and fully support their efforts in providing aide and assistance to the poor and needy of the San Marcos, Texas area.

Sincerely,

Lana Wagner

Lana Wagner
Executive Director
City of San Marcos Housing Authority

Statement of Support

TO WHOM IT MAY CONCERN:

This is to confirm my full support of the Society of St. Vincent de Paul, San Marcos Conference. I fully believe in the goals of the conference and fully support their efforts in providing aid and assistance to the poor and needy of the San Marcos, Texas area.

Lucy Gamez, REALTOR
Century 21 - Randall Morris & Associates
[redacted]
San Marcos, Texas 78666
[redacted]

COLDWELL BANKER
D'ANN HARPER, REALTORS®

407 S STAGECOACH TRAIL, SUITE 105
SAN MARCOS, TX 78666
BUS (512) 214-6600
cbharper.com

Statement of Support

TO WHOM IT MAY CONCERN:

This is to confirm my full support of the Society of St. Vincent de Paul, San Marcos Conference. I fully believe in the goals of the conference and fully support their efforts in providing aid and assistance to the poor and needy of the San Marcos, Texas area.

Mary Evans

Mary Evans, REALTOR
Coldwell Banker D'Ann Harper
[redacted]
San Marcos, TX 78666
[redacted]

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ST. JOHN THE EVANGELIST CATHOLIC CHURCH
DIOCESE OF AUSTIN

624 E. Hopkins St.
San Marcos, Texas 78666
512-353-8969 / 512-396-7522 Fax
sanmarcoscatholic.org

Statement of Support

TO WHOM IT MAY CONCERN:

This is to confirm my full support of the Society of St. Vincent de Paul, San Marcos, Texas Conference. I fully believe in the goals of the conference and fully support their efforts in providing aid and assistance to the poor and needy of the San Marcos, Texas area.

Rev. Brion Zarsky
Pastor
St. John the Evangelist Catholic Church
624 East Hopkins St.
San Marcos, Texas 78666

OUR LADY OF WISDOM
CATHOLIC UNIVERSITY PARISH
100 CONCHO STREET, SAN MARCOS, TX 78666

Statement of Support

TO WHOM IT MAY CONCERN:

This to confirm my full support of the Society of St. Vincent de Paul, San Marcos, Texas Conference. I fully believe in the goals of the conference and fully support their efforts in providing aid and assistance to the poor and needy of the San Marcos, Texas area.

In Christ,

Rev. Jared Cooke
Pastor

HUMAN SERVICES ADVISORY BOARD GRANT
QUARTERLY PERFORMANCE REPORT

Agency Name: Society of St. Vincent de Paul

Program Name: Emergency Services to the Poor

Program Year: 2025

Reporting Period: (check one)

- ☐ January through March — Due by: April 30
- ■ April through June (**Final**) — Due by: July 31
- ☐ July through September — Due by: October 31
- ☐ October through December — Due by: January 31

Submit report to: cgriffith@sanmarcostx.gov

PROGRAM STATUS

Please provide a written description of actions taken this period and how they helped achieve your program goals.

The Society of St. Vincent de Paul provided assistance to the poor and needy of the San Marcos Area. The San Marcos Conference provides assistance with utility bills (including late, disconnect, and reconnect fees), medical, prescriptions, gasoline, bus tickets (in state and out of state), food (HEB gift cards), very short motel stays, rent assistance, transportation support (auto repairs, gas, car payments) – as well as other necessities.
Parishioners and other individuals donate food, clothing, diapers, furniture, and household items that are distributed to the poor and needy for in-kind assistance at our office.

This quarter, the program was reimbursed $8,502.17 ($4,873.69 to COSM in Utilities Assistance and $3,628.48 in Rent Assistance to COSM residents)

All 2025 Funds, $20,000, have been allocated and reimbursed. This is a Final Report

PROGRAM BENEFICIARIES

For the program that received HSAB funding, please report either number of unduplicated individuals served or number of unduplicated households served.

Check one: ____ Unduplicated Individuals _X_ Unduplicated Households

	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Year to Date
Total Served	**54**	**45**			**99**
San Marcos Residents Served	**54**	**45**			**99**
% San Marcos Residents	**100%**	**100%**			**100%**

Note: 1st Qtr Households is corrected from 122 to 54

PROGRAM EXPENDITURES

For the final report of the year, please provide a bulleted list that briefly summarizes how the HSAB funding was spent.

- **Utility assistance, $12,195.77, to COSM Utility Department, for 75 households.**
- **Rent assistance, $7,804.23, to COSM Landlords, for 24 households.**
-
-
-
-

Certification:
I certify that to the best of my knowledge and belief the information reported in this Quarterly Performance Report is factual and accurate.

Warner Davis
Signature

5 July 2025
Date

Warner Davis
Printed name

Vice-President
Title