

SUPPLEMENTAL ITEM CHECKLIST
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
DUE DATE: MAY 8, 2025

Submit one copy of the following items:

Required:

- ☐ Board of Directors list including position/title on board/city of residence.
- ☐ Contact numbers for Board Chair or President and Treasurer.
- ☐ Resolution or Board Minutes showing approval to apply and designation of person who will sign documents on behalf of the organization.
- ☐ Organization Chart
- ☐ Articles of Incorporation
- ☐ Bylaws
- ☐ Tax Exempt Determination Letter (for non-profit organizations)
- ☐ Organization's Current Budget and Proposed Budget for next fiscal year
- ☐ Most Recent audit or CPA prepared review.
- ☐ Description of employees, board members, volunteers who will work with the project
- ☐ Non-discrimination Policy Statement

If applicable:

- ☐ Fee schedule or structure for the project proposed for funding
- ☐ Copy of program application if one is used to select beneficiaries
- ☐ Analysis of program or service expansion if this is not a new service.
- ☐ Description of how beneficiaries will be selected (if not by application form)
- ☐ Description of how applicant income will be determined if there are direct beneficiaries
- ☐ Detailed explanation of any lawsuits, judgments, or bankruptcy proceedings
- ☐ Job description for new positions expected to be filled using CDBG funding

CITY OF SAN MARCOS
2025 CDBG PUBLIC SERVICES APPLICATION



Due Date: May 8, 2025

I. APPLICANT CONTACT INFORMATION

Applicant Organization: Southside Community Center

Contact Name: Jessica Cain

Telephone: [REDACTED] x04

Mailing Address: 518 S. Guadalupe St. San Marcos, TX 78666

Physical Address, if different from mailing address:

Contact E-Mail Address: [REDACTED]

Web Address: southsidecommunitycenter.org

Who is authorized to execute program documents? Deborah Villalpando, Executive Director

II. APPLICATION SUMMARY INFORMATION

Project Name:

Emergency Programs and Supportive Services

Amount of CDBG Funds Requested: \$48,000

Project Location: Southside Community Center

III. PROJECT DESCRIPTION

A. PROGRAM SUMMARY

Briefly summarize the program for which CDBG funding has been requested.

Our Rapid Rehousing Program employs a housing first model—an evidence-based approach to end the cycle of homelessness. Before its official launch in March 2025, Southside helped to house seven families in permanent, stable housing throughout the city. We anticipate rehousing 20 families in 2025. In addition to providing wraparound case management services and housing for families experiencing homelessness, the Rapid Rehousing Program also provides homelessness prevention in the form of rental and utility assistance. Intervening prior to evictions and homelessness is the most cost-effective, least disruptive option for families. Prior to the Rapid Rehousing Program, Southside provided \$50 toward utilities and \$100 toward rent. Now, we aim to provide as much support as needed to keep families in safe, stable housing; this cost is always lower than the \$7500 average need to rehouse those who become unhoused, which allows us to provide critical support for more families overall.

B. USE OF FUNDS

How will the funds be used?

Funding through the CDBG will be used to provide rental and utility assistance to San Marcos residents with the goal of keeping them in stable housing. This is an established program that has received CDBG funding in the past, with clear parameters for those who receive assistance. Those who come to Southside for emergency assistance outside of the Rapid Rehousing Program can only receive assistance once every six months. If the total amount is awarded, \$12,000 will go toward the cost of hiring a part-time case manager for the emergency assistance program. Having this staff person in place will allow our other case managers to focus on the needs of the Rapid Rehousing Program.

C. LEVERAGED RESOURCES

Provide a brief description of other funding sources, volunteers, or in-kind donations that are expected to be used with this program.

The Rapid Rehousing Program has a variety of financial support from the community. Initial funding from the city's ARPA grant is expected to help serve families through the end of 2025. Southside also receives grant funding from United Women in Faith, the Bluebonnet Lions Club, St. Mark's Episcopal, HEB, and San Marcos Lions Club. We are in the process with other grants from religious institutions, Texas Mutual, St. David's Foundation, and the Austin Foundation.

Through the initial work to establish the Rapid Rehousing Program, Southside has partnered with more than a dozen other agencies within Hays County. Our partner organizations support Southside and the program in a variety of ways from financial resources for hotel stays and rental assistance to in-kind donations of food, cleaning supplies, furniture and other necessary supplies for neighbors moving into housing. Individual volunteers and groups help with moving neighbors into permanent housing, taking care of the temporary shelter, and providing daily services that allow staff members to focus on long-term programs; in 2025 our volunteers provided more than \$100,000 worth of hours of service to Southside. The intention of the Rapid Rehousing Program is not that Southside attempts to do everything alone but rather be part of a coordinated effort to address the needs of the community.

D. ACCOMPLISHMENTS

Once the project is completed, how can its success be measured?

Like many projects related to homelessness and poverty, there is no real end date for the Rapid Rehousing Program or for the rental and utility assistance program. Rather, the ultimate goal of the Rapid Rehousing Program is to stop the increase in instances of homelessness in San Marcos and Hays County. Southside is evaluating the success of this goal in two ways: first, through the Point in Time (PIT) count, which takes place in late January every year. If Southside's program is successful, we will see a lower rate of increase from 2024-2026, and then a leveling or even decrease in instances of homelessness thereafter.

The second method of evaluation is to track the number of people prevented from entering homelessness and rehoused through the program. Based on the rate of increase over four years, Southside strives to rehouse 15 families and prevent 20 families from entering homelessness each year. Success in this area is measured by whether we reach those goals or not in 2025. This is equivalent to 2 preventions and 1-2 families rehoused per month.

For families, success will be staying consistently housed for at least two years after entering the program. Southside's intention is that at least 90% of Rapid Rehousing Program neighbors achieve this goal. This will be measured through case management follow-up at the one- and two-year marks.

E. NEED AND JUSTIFICATION

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

From 2020 to 2024, the Point in Time homelessness count rose from 102 to 210 individuals in Hays County. While these numbers are not San Marcos specific, we have seen a similar 100% increase in our community member's needs for emergency assistance, housing, and daily services during the same period. As the cost of living has increased, so has the need for assistance in the community. Since approximately 70% of San Marcos residents are renters, they are at the mercy of landlords who can raise the rent at will; many of our neighbors find themselves choosing between paying rent or utilities or food. The emergency assistance fund is depleted every month. The Rapid Rehousing Program is an extremely cost-effective way to address the increasing community need. Even fully rehousing a family costs about one-third of a "traditional" homelessness strategy; giving financial support to help families stay in stable housing is even more cost-effective.

In addition to the needs of the community increasing, Southside has had to turn neighbors away or only cover part of their needs because of lack of funding for the program. When this happens, it is more likely that neighbors will be evicted and become homeless; this ends up costing more time and money for Southside and the community as well as more trauma for neighbors than if we had been able to provide for their needs up front.

F. CITY COUNCIL STRATEGIC INITIATIVE

Does this project or program positively impact one of the initiatives described in the attached City Council Strategic Plan? Which one?

This program has an impact on two of the strategic plan initiatives: Quality of Life and Public Safety.

G. IMPACT

Describe in detail the impact this program will have on the identified need and on San Marcos residents.

In the quality-of-life section of the strategic plan, this program will specifically address housing affordability. Southside's Rapid Rehousing Program will continue to implement the goals of the Community Based Strategic Action on Homelessness Project. The partnerships we have developed with landlords will allow more families to enter and remain in stable, affordable housing in San Marcos. Funding through this grant will help create more opportunities for

affordable housing by ensuring that residents do not incur the many costs associated with eviction and moving. Stable housing helps not only individual families but also helps develop stronger communities as families are able to build long-term relationships with one another.

The second initiative this program impacts is the public safety section, specifically community safety. As stated in the strategic plan, poverty is a contributing factor to crime. Southside's Rapid Rehousing Program provides neighbors with wraparound services for six months or more. This long-term support creates and sustains stability in families, including lifting them out of extreme poverty. Moving and keeping more families in long-term, stable housing is good for the safety of the whole community.

H. EXPERIENCE OR REFERENCES

Describe your experience in implementing a similar program, or if this is a first-time venture, provide an explanation of why you believe you will be successful in implementation. You may attach up to three letters of reference.

Southside has a nearly 100-year history of implementing community development programs. Providing rental and housing assistance to neighbors in need has been an especially important aspect of our work in recent years, and we have an excellent track record of receiving and appropriately using CDBG funding for this program. Southside already has the appropriate documents, protocols, community partnerships, and staff to execute the Rapid Rehousing Program, as well as one-time emergency assistance.

TYPE OF PUBLIC SERVICE (choose all that apply)

- | | |
|---|---|
| <input type="checkbox"/> 05A Senior Services | <input type="checkbox"/> 05B Handicapped Services |
| <input type="checkbox"/> 05C Legal Services | <input type="checkbox"/> 05D Youth Services |
| <input type="checkbox"/> 05E Transportation Services | <input type="checkbox"/> 05F Substance Abuse Services |
| <input type="checkbox"/> 05G Battered and Abused Spouses Services | <input type="checkbox"/> 05H Employment Training |
| <input type="checkbox"/> 05I Crime Awareness | <input checked="" type="checkbox"/> 05J Fair Housing Activities |
| <input type="checkbox"/> 05K Tenant/Landlord Counseling | <input type="checkbox"/> 05L Child Care Services |
| <input type="checkbox"/> 05M Health Services | <input type="checkbox"/> 05N Abused and Neglected Children Services |
| <input type="checkbox"/> 05O Mental Health Services | <input type="checkbox"/> 05P Screening for Lead Paint/Lead Hazards |
| <input checked="" type="checkbox"/> 05Q Subsistence Payments | <input type="checkbox"/> 05R Homeownership Assistance (Not Direct) |
| <input checked="" type="checkbox"/> Other: Emergency assistanc | |

PROGRAM INFORMATION

1. Program eligibility (please select one):
 - a. ☐ This is a new program.
 - b. ☒ This is an existing program that: (select one of the following)
 - ☐ Has previously received CDBG funding and the amount requested for this year is the same or less than previous funding; or
 - ☒ will expand to serve more beneficiaries or to provide more services if the CDBG funding as requested is approved. *Please attach an analysis that details how the program or service will be expanded, how many new beneficiaries will be served by the expansion, and how this number was determined.*
 2. Programs receiving funding from the City at this time (during the current program year):
 - a. How much CDBG funding was awarded? \$12,000
 - b. Is this program receiving any other City of San Marcos sources? Yes
 - c. If yes, how much was received and from what source? \$800,000 in ARPA funding to support the Rapid Rehousing Program; \$12,000 from 2024 CDBG funding
 3. Is there a fee to clients to participate in the program? ☐ Yes ☒ No
If yes, please provide fee structure.
 4. Describe the days and hours of operation of the program:
Monday-Friday, 9-12 and 1-4
-

AGENCY INFORMATION

1. Does your organization have an office located in San Marcos? ☒ Yes ☐ No
2. Has your organization been in operation for 2 or more years? ☒ Yes ☐ No
3. Has your organization served San Marcos residents for 2 or more years? ☒ Yes ☐ No

IV. PROGRAM BENEFICIARIES

Applicant must be able to document that at least 51% of the beneficiaries have an annual income that is at or below 80% of the Area Median Income and are San Marcos residents.

A. PRESUMED BENEFIT: See definition above of “Presumed Benefit”.

1. Will all of the program’s beneficiaries in a Presumed Benefit Category? ____ Yes or **X** No

If “yes”, list the categories:

2. How many persons in each presumed category are proposed to be assisted if funding is received?

Abused Children	Elderly Persons	Battered Spouses	Homeless Persons	Severely Disabled Adults	Illiterate Adults	Persons living with AIDS
N/A	90	5	200	125	N/A	N/A

3. If this program was carried out the previous full program year (10/1 – 9/30), how many persons were served in each presumed category:

Abused Children	Elderly Persons	Battered Spouses	Homeless Persons	Severely Disabled Adults	Illiterate Adults	Persons living with AIDS
N/A	68	5	150	76	N/A	1

B. BENEFICIARIES WHO ARE NOT CONSIDERED “PRESUMED”

1. How many persons are proposed to be assisted if funding is received? _____

If this program was carried out the previous program year (10/1 – 9/30), how many persons were served?

2. What percentage of persons proposed to be assisted are expected to be low/mod? **100%**
3. What percentage of persons proposed to be assisted are expected to be San Marcos residents? **97%**
4. How do you propose to document the income of the beneficiaries? (Check all that apply)

____ Evidence that the child is approved for free or reduced lunch

X Evidence that the family lives in housing sponsored by the Housing Authority

X Evidence that the family is WIC approved

X Income documentation using one of the 3 HUD approved methods

X Self-certification, with income verification required of 20% of certifications

____ Other, describe: _____

V. LINE ITEM BUDGET

*Please use the following format to present your proposed line-item budget. Secured funds are funds on-hand, pledged, or awarded. Following the line-item budget, please complete the Supplemental Budget Form – Use of Other Resources. Funds and costs, as outlined on the Sources and Uses of Funds form, may **not** be spent or incurred prior to a contract award date (usually October 1st) from the CDBG Program. Supporting documentation may be attached as an Appendix.*

Expense Category	Total Program Budget	CDBG Portion	Other Funding Source	Other Funds Amount
Personnel Services				
Salaries	301,303	12000	Grants + donations	293,303
Fringe Benefits	11,551	0	Grants + donations	11,551
Supplies				
Office Supplies	13,146	0	Grants + donations	13,146
Program Supplies	15,640	0	Grants + donations	15,640
Client Materials	2328	0	Grants + donations	2328
Operating				
Training	90	0	Grants + donations	90
Insurance	83,183	0	Grants + donations	83,183
Utilities/Rent/Mortgage	35,512	0	Grants + donations	35,512
Other (please specify)				
Utility Assistance	50,000	12,000	ARPA funding, grants	38,000
Rental Assistance	150,000	24,000	ARPA funding, grants	126,000
Total	535,241	48,000		583,241

Please provide an explanation for any unusual budget expenditures listed in the line-item budget above.

VI. PROJECTED IMPLEMENTATION SCHEDULE WITH PERFORMANCE GOALS

Projected Start Date: October 1, 2026

Projected Completion Date: September 30, 2026

Activity Description	Start Month/Year	End Month/Year	Performance Measurement Goal
<i>Example: Hiring New Staff Member</i>	<i>October 2025</i>	<i>December 2025</i>	<i>Employment process complete</i>
Hiring part-time emergency assistance program staff member	October 2025	December 2025	Employment process complete, including staff training and onboarding
Utility assistance	October 2025	September 2025	Provide utility assistance as needed for city residents
Rental assistance	October 2025	September 2025	Provide rental/mortgage assistance as needed for city residents
Develop long-term funding plan	January 2026	June 2026	At least \$200,000 of funding pledged or received toward the assistance program (including staff member) for 2026.

VII. ORGANIZATION INFORMATION

REQUIRED ATTACHMENTS

- ☐ Organizational Chart
- ☐ Articles of Incorporation
- ☐ Proof of Tax-Exempt status
- ☐ Board Minutes and Resolution authorizing application submittal and specifying who will sign documents. *(The organization's governing board must approve the submittal of this funding application and designate a person who is authorized to execute program documents.)*
- ☐ A listing of key staff and employees who will work directly with the proposed program, their primary job duties, and other pertinent information relating to your proposed project.
- ☐ If CDBG funds will be used to hire new personnel, please provide a brief job description of the proposed position(s).

BACKGROUND INFORMATION

1. Organization Type:
☒ 501(c) Non-Profit Corporation ☐ Public Corporation ☐ Government Entity
Other: _____
2. Name and title of Board of Directors chair or president: Todd Salmi, Board President
3. How many years has your organization been in business? 98
4. Organization's Taxpayer Identification Number (EIN): 74-1191885
5. Organization's Unique Entity Identifier Number: JQCSTXN7HNNH9
6. Is organization currently registered in the federal System for Award Management (SAM)? ☒ Yes ☐ No

FINANCIAL INFORMATION

1. What is the date of your fiscal year end? December 31
2. Does your organization have a purchasing policy? ☒ Yes ☐ No
3. Has your organization currently or within the past five years had any litigation that is pending or has been resolved?
☐ Yes ☒ No
If "Yes", please attach a summary of the litigation and its status, including any outstanding judgments.
4. Has your organization filed a petition for bankruptcy or has a petition for bankruptcy been filed against your organization?
☐ Yes ☒ No
If "Yes", please attach an explanation that includes the status.
5. During the last fiscal year, did your organization spend \$750,000 or more in Federal financial assistance?
☐ Yes ☒ No
6. What level of financial review does your organization obtain from an independent source? Select from the following options:

☐ Single Audit
 ☒ Audited Financial Statement
☐ Reviewed Financial Statement
 ☐ Compiled Financial Statement
☐ No independent review
 ☐ Other (describe):

7. What period was covered by your most recent financial review? 2022
8. Has your organization received City of San Marcos funding in the past two years? ☒ Yes ☐ No
If yes, please attach a short summary of the purpose and amount of City funding.

PERSONNEL AND POLICIES

1. Name and Title of your chief administrator Deborah Villalpando, Executive Director
- Number of years in this position? Two
2. Total number of current employees at all locations 11
3. Total number of current employees who will be involved in this project 4
4. Total number of new employees expected to be hired for the project 1
5. Does your organization have a personnel policy manual? ☒ Yes ☐ No
 Does it include a procedure for filing grievances? ☒ Yes ☐ No
 Does it include a non-discrimination clause? ☒ Yes ☐ No
6. Does your organization maintain a written code or standards of conduct that governs the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds?
☒ Yes ☐ No
7. Separation of duties for financial transactions regarding this project (respond with job title):
- Who will approve payment of incurred expenses? Deborah Villalpando, Executive Director
 - Who will prepare the payment check? Desiree Miranda, HR Director/Bookkeeper
 - Who will sign checks paying project expenses? Todd Salmi, Board President
 - Who posts the transaction to your financial records? Desiree Miranda, HR Director/Bookkeeper
 - Who reconciles monthly bank statements? Desiree Miranda, HR Director/Bookkeeper

ACCESSIBILITY OF PROGRAMS AND SERVICES

1. Are all facilities to be served by the program ADA Accessible? ☒ Yes ☐ No
2. Do you have a Section 504 (ADA) Self-Evaluation on file? ☒ Yes ☐ No
3. How will you provide services to persons with Limited English proficiency? We have three Spanish-speaking staff members who assist with this program; our hope is that the emergency assistance staff person will also be bilingual; if not, we will use other tools at our disposal like Google Translate.

INSURANCE, BONDING, AND WORKER'S COMPENSATION

1. Does your organization have liability insurance coverage? ☒ Yes ☐ No

2. If yes, in what amount? \$1,000,000 per occurrence with an annual aggregate limit of \$2,000,0000.
3. Does your organization pay worker's compensation in accordance with Federal and state laws?
☒ Yes ☐ No ☐ N/A
4. Does your organization have fidelity bond coverage for principal staff members who handle the organization's accounts? ☒ Yes ☐ No
5. Will vehicles owned by the organization be used in conjunction with the proposed project?
☐ Yes ☒ No
6. If yes, what level of liability insurance is maintained on the vehicles? _____

VIII. CONFLICTS OF INTEREST (24 CFR 570.611; 24 CFR 85.36; AND 24 CFR 84.42)

Two sets of conflict-of-interest provisions apply to activities carried out with CDBG funding. The first set, applicable to the procurement of goods and services by subrecipients (*funded applicants*), is the procurement regulation found in the *Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards as codified in Title 2, Part 200 of the Code of Federal Regulations*. The second set of provisions is located at 24 CFR 570.611(a)(2).

With respect to procurement activities, the subrecipient must maintain written standards of conduct governing the performance of its employees engaged in the award and administration of contracts. At a minimum, these standards must:

1. Require that no employee, officer, or agent may participate in the selection, award, or administration of a contract supported by federal funds if a real or apparent conflict would be involved. Such a conflict would arise when any of the following parties has a financial or other interest in the firm selected for an award:
 - An employee, officer, or agent of the subrecipient;
 - Any member of an employee's, officer's, or agent's immediate family;
 - An employee's, agent's, or officer's partner; or
 - An organization which employs or is about to employ any of the persons listed in the preceding sections.
2. Require that employees, agents, and officers of the subrecipient neither solicit nor accept gratuities, favors, or anything of value from contractors or parties to sub-agreements. However, subrecipients may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value.
3. Provide for disciplinary actions to be applied for any violation of such standards by employees, agents, or officers of the subrecipient.

With respect to all other CDBG-assisted activities, the general standard is that no employee, agent, or officer of the subrecipient who exercises decision-making responsibility with respect to CDBG funds and activities is allowed to obtain a financial interest in or benefit from CDBG activities, or have a financial interest in any contract, subcontract, or agreement regarding those activities or in the proceeds for the activities. Specific provisions include that:

- The requirement applies to any person who is an employee, agent, consultant, officer, or elected or appointed official of the City, a designated public agency, or a subrecipient, and to their immediate family members and business partners.
- The requirement applies to such persons during their tenure and for a period of one year after leaving the grantee or subrecipient organization.
- Upon written request, exceptions may be granted by HUD on a case-by-case basis.

CONFLICT OF INTEREST QUESTIONNAIRE

NOTE: For the purpose of this form, a "covered person" includes any person who is an employee, agent, consultant, officer or elected or appointed official of the City of San Marcos, your organization, or any designated public agency.

Name of Organization: Southside Community Center

1. Does your organization maintain a written code or standards of conduct that governs the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds?

Yes **X** No _____ If "No" is checked, please explain how you will comply with this requirement:

2. Are any of your Board Members or employees that are responsible for carrying out this project or members of their immediate families or their business associates also:

a. Employed by the City of San Marcos? Yes _____ No **X**

b. Members of or closely related to members of the San Marcos City Council? Yes _____ No **X**

c. Members of or closely related to an employee of the City of San Marcos? Yes _____ No **X**

d. Current beneficiaries or related to beneficiaries of the project for which funds are requested?

Yes _____ No **X**

e. Paid providers of goods or services to the program or having other financial interest in the program or related to such individuals? Yes _____ No **X**

3. For **each** relationship described above, please answer the following questions: (attach additional page if necessary)

a. Name of employee or official: _____

b. Is this person receiving or likely to receive taxable income from your organization?

Yes _____ No _____

c. Is your organization receiving or likely to receive taxable income from or at the direction of the employee or official AND the taxable income is not from the City of San Marcos?

Yes _____ No _____

d. Is your organization affiliated with a corporation or other business entity in which the employee or official serves as an officer or director, or holds an ownership interest of 10% or more?

Yes _____ No _____

4. Describe any other affiliation or business relationship that might cause a conflict of interest with respect to CDBG funds and activities. N/A

5. Will any of your organization's employees, officers, board members, or members of their immediate family or business partners have a financial interest in any contract, subcontract, or agreement regarding CDBG funded activities?

Yes _____ No **X** If yes, please attach an explanation.

IX. APPLICANT ASSURANCES AND CERTIFICATIONS

The applicant hereby assures and certifies with respect to this project or program, by the submission of this application, that the following are true statements:

1. It possesses legal authority to apply for the grant and to finance the proposed request; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards as codified in Title 2, Part 200 of the Code of Federal Regulations (UAR) and agrees to adhere to the accounting principles and procedures required therein, utilizing adequate internal controls and maintaining necessary source documentation for all costs incurred.
3. If it expends \$750,000 or more of federal funds in a fiscal year, it will comply with the Single Audit Act of 1984.
4. It will comply with the provisions of Executive Order 11988, relating to evaluation of flood hazards, and Executive Order 11990, relating to protection of wetlands. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, and approved December 31, 1976. Section 102(a).
5. It will have sufficient funds available or the ability to obtain the non-federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purposes constructed.
6. It will give the City and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the City that funds have been approved and that the project will be performed to completion with reasonable diligence.
8. It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives federal financial assistance and will immediately take any measures necessary to effectuate this agreement.
9. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646), which provides for fair and equitable treatment of persons displaced because of federal and federally-assisted programs.
10. It will comply with the provisions of the Hatch Act, which limit the political activity of employees.
11. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act as they apply.
12. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the city/federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be utilized in the project is under consideration for listing by the EPA.
13. It will assist the city/federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.).

14. It will comply with Texas Civil Statutes, Article 5996a, by ensuring that no officer, employee, or member of the applicant's governing body or of the applicant's contractor shall vote or confirm the employment of any person related within the second degree by affinity or third degree by consanguinity to any member of the governing body or to any other officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the employment of a person who shall have been continuously employed for a period of two years prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.
15. It will ensure that all information collected, assembled or maintained by the applicant relative to this project shall be available to the public during normal business hours in compliance with Texas Civil Statutes, Article 6252-17a, unless otherwise expressly provided by law.
16. It will conduct and administer the program in conformity with the Fair Housing Act (42 USC Section 3901 et. Seq.) and that it will affirmatively further fair housing.
17. It will minimize displacement of persons because of activities assisted with CDBG funds. If displacement of residential dwellings will occur in connection with a grant-assisted project, it will follow a residential anti-displacement and relocation assistance plan as specified by the City of San Marcos.
18. It certifies that it is not now, nor has it ever been, on the Federal List of Debarred Contractors.
19. It will not attempt to recover any capital costs of public improvements assisted in whole or in part with such funds by assessing any amount against properties owned and occupied by persons of LMI, including any fee charged or assessment made as a condition of obtaining access to such public improvements unless (a) such funds are used to pay the proportion of such fee or assessment that related to the capital costs of such public improvements that are financed from revenue sources other than such funds; or (b) for purposes of assessing any amount against properties owned and occupied by persons of moderate income, applicant certifies that it lacks sufficient funds under this contract to comply with the requirements of clause (a).
20. It agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart J and subpart K of these regulations, except that (1) the Agency does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) Agency does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR Part 52. Agency also agrees to comply with all other applicable Federal, State, and local laws, regulations, and policies governing the funds provided. Agency further agrees to utilize funds available to supplement rather than supplant funds otherwise available. Agency shall comply with all applicable Federal laws, regulations, and requirements, which include compliance with the provisions of the HCD Act and all rules, regulations, guidelines, and circulars promulgated by the various Federal departments, agencies, administrations, and commissions relating to the CDBG Program. The applicable laws and regulations include, but are not limited to:
 - 24 CFR Part 570;
 - 24 CFR Parts 84 and 85;
 - The Davis-Bacon Fair Labor Standards Act;
 - The Contract Work Hours and Safety Standards Act of 1962;
 - Copeland "Anti-Kickback" Act of 1934;
 - Sections 104(b) and 109 of the Housing and Community Development Act of 1974;
 - Section 3 of the Housing and Urban Development Act of 1968;
 - Equal employment opportunity and minority business enterprise regulations established in 24 CFR part 570.904;
 - Non-discrimination in employment, established by Executive Order 11246 (as amended by Executive Orders 11375 and 12086);
 - Section 504 of the Rehabilitation Act of 1973 Uniform Federal Accessibility Standards;
 - The Architectural Barriers Act of 1968;
 - The Americans with Disabilities Act (ADA) of 1990;
 - The Age Discrimination Act of 1975, as amended;

- National Environmental Policy of 1969 (42 USC 4321 et seq.) as amended;
- Lead Based paint regulations established in 24 CFR Parts 35, 570.608, and 24 CFR 982.401;
- Asbestos guidelines established in CPD Notice 90-44;
- HUD Environmental Criteria and Standards (24 CFR Part 51);
- The Energy Policy and Conservation Act (Public Law 94-163) and 24 CFR Part 39
- Flood Disaster Protection Act of 1973;
- Colorado House Bill 06-1023 and 06-1043;
- Procurement Standards (2 CFR 200.322);
- Rights to Inventions Made Under a Contract or Agreement (37 CFR 401.2 (a));
- Energy Efficiency (2 CFR Part 200 Appendix II); and
- Recycling (2 CFR Part 200 Appendix II).

CERTIFICATIONS REGARDING LOBBYING:

21. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
22. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard form – "Disclosure Form to Report Lobbying", in accordance with its instructions.
23. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
24. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

GENERAL CERTIFICATIONS:

25. The information, exhibits, and schedules contained in this application are true and accurate statements and represent fairly the financial condition of our organization;
26. Our organization is eligible to receive federal funding and has not been placed in a debarred or otherwise ineligible status under the provisions of CFR Part 24;
27. Our organization prohibits discrimination in accordance with Title VI of the Civil Rights Act of 1964; and,
28. Our governing body has duly authorized submission of this document. If funded, we agree to comply with the procedures outlined in the "Playing by the Rules" handbook that will be supplied by the City of San Marcos.

I, the duly authorized representative of the applicant organization, certify that the foregoing statements are true to the best of my knowledge and belief:

CERTIFIED BY:

Signature: Deborah Villalpando Date Signed: 5/6/25
 Printed Name: Deborah Villalpando Title: Executive Director
 Organization Name: Southside Community Center

Board of Directors

Executive Director

DEBORAH VILLALPANDO

Helping Neighbors

Program Manager

Naiha Campos-Beierman

Project Manager

Claudette Blythe

Director of Resident Housing & Development

Claude Huddleston

Case Manager

Kassandra Vesper

Case Manager

Martine' Uwayo

Intake Coordinator

TBD

Intern Case Manager

TBD

Community Chef

Jj Molina

**Men's housing-
Trestle Tree**

Facility Aid

James Smith

**Extreme Weather
Shelters**

**Temporary Shelter-
Southside**

Engaging Neighbors

**Director of Neighborhood
Engagement**

Jessica Cain

**Volunteer & Donation
Management**

Resource Mapping

Communications

Fundraising

Administration

HR

Desiree Miranda

Administrative Assistant

Lori Grose

**Bookkeeper-
TBD**

Gary Job Corp
Admin Students

Neighborhood Development

**Property
Manager/Operations**

Amaris Hutsler

Administrative Assistant

Alleeah Guerra

Maintenance
Gabe Rocco

Gary Job Corp
Students

**Southside Community Center
Receipts in excess of Expenses
January - December Budgets 2024-2026**

**est. 2024
proforma
based on
last 2 years
with NO
increase**

**TOTAL 14000 GENERAL FUND RECEIPTS
TOTAL 14200 DONATIONS
TOTAL 14550-35002 Specific Assistance receipts
TOTAL 4400 DONATION receipts
TOTAL SHERLTER RECEIPTS**

Total Receipts \$ 442,921

EXPENSES

15040 Advertising	\$ 595
15050 Storage	\$ 111
15060 Auto Expense	\$ 2,673
15080 Bank service charge	\$ 3
15140 Contract Labor	\$ 550
15195 Extermination	\$ 398
15200 Food	\$ 768
15320 Insurance	\$ 68,846
Board D & O Insurance	\$ 3,971
sunrise 1 health insurance	\$ (20,283)
Sunrise II health insurance	\$ (19,666)
Workers comp insurance	\$ 2,632
15360 Groundskeeping	\$ 128
15380 Lodging	\$ 170
15420 Medical	\$ 7,301
15440 Membership Fees	\$ 90
15500 Office Supplies	\$ 8,758
15560 Postage	\$ 278
15580 Printing	\$ 2,888

15600 Professional Fees	\$	3,680
15660 Repairs & Maintenance	\$	30,194
15700 Salaries	\$	144,045
15800 Supplies	\$	1,423
15860 Payroll Taxes	\$	10,672
15880 Property Tax	\$	1,056
15920 Telephone and Internet	\$	2,538
Director's cell phone	\$	1,040
15930 Training	\$	81
15980 Utilities	\$	11,848
15981 Trash Disposal	\$	5,160
15990 Misc.	\$	1,269
Network for Good	\$	1,000
Quick Boobs Online	\$	■
■ Specific expense	\$	571
35020 Admin. Fee	\$	1,278
35140 Contract Labor	\$	223
35060 Auto Expense	\$	96
35200 Food	\$	6,857
35380 Lodging	\$	3,727
35400 Clothing	\$	813
35401 COVID Relief	\$	1,136
35580 Printing	\$	14
35640 Rental Expense	\$	9,084
35925 Christmas	\$	31
35800 Supplies	\$	45
35960 Travel	\$	23
35980 Utilities	\$	4■
■ Shelter expense	\$	141
45020 Admin Fee	\$	1,278
45040 Advertising	\$	133
45140 Contract Labor	\$	2,236
45200 Food	\$	9,859
45260 Medical	\$	3,572
45360 Groundskeeping	\$	100
45660 Repairs & Maintenance	\$	20,180
45700 Salaries	\$	45,230

45800 Supplies	\$	3,468
45801 Drug Testing for Shelter	\$	2,112
45860 Payroll Taxes	\$	3,807
45920 Telephone	\$	2,033
45980 Utilities	\$	15,479
55020 Summer Camp Admin Fee	\$	1,000
55320 Insurance	\$	326
56002 Suplies	\$	90
Total Expenses	\$	413,664
Receipts in excess of Expenses	\$	29,257

2024			2025		
percentage	2024 dollar	2024	2025 %	dollar	2025
increase	increase	budget	increase	increase	budget
10%	\$ 7,200	\$ 79,200	3%	\$ 2,376	\$ 81,576
10%	\$ 9,579	\$ 105,373	10%	\$ 10,537	\$ 115,910
10%	\$ 7,528	\$ 82,813	10%	\$ 8,281	\$ 91,094
10%	\$ 10,285	\$ 113,140	10%	\$ 11,314	\$ 124,454
10%	\$ 5,489	\$ 60,378	10%	\$ 6,038	\$ 66,416
10%	\$ 44,292	\$ 487,213	10%	\$ 48,721	\$ 535,935

5%	30	625	5%	31	656
5%	6	117	5%	6	122
5%	134	2,807	5%	140	2,947
5%	0	3	5%	0	3
5%	28	578	5%	29	606
5%	20	417	5%	21	438
5%	38	806	5%	40	847
5%	3,442	72,289	5%	3,614	75,903
5%	199	4,170	5%	208	4,378
5%	(1,014)	(21,297)	5%	(1,065)	(22,362)
5%	(983)	(20,650)	5%	(1,032)	(21,682)
5%	132	2,764	5%	138	2,902
5%	6	134	5%	7	141
5%	8	178	5%	9	187
5%	365	7,666	5%	383	8,049
5%	5	95	5%	5	99
5%	438	9,196	5%	460	9,656
5%	14	291	5%	15	306
5%	144	3,032	5%	152	3,184

5%	184	3,864	5%	193	4,057
5%	1,510	31,703	5%	1,585	33,288
65%	94,117	238,162	3%	7,145	245,307
5%	71	1,494	5%	75	1,569
5%	534	11,205	5%	560	11,765
5%	53	1,108	5%	55	1,164
5%	127	2,665	5%	133	2,799
5%	52	1,092	5%	55	1,146
5%	4	86	5%	4	90
5%	592	12,441	5%	622	13,063
5%	258	5,418	5%	271	5,688
5%	63	1,333	5%	67	1,399
5%	50	1,050	5%	53	1,103
5%	11	241	5%	12	253
5%	29	599	5%	30	629
5%	64	1,342	5%	67	1,409
5%	11	234	5%	12	246
5%	5	101	5%	5	106
5%	343	7,200	5%	360	7,560
5%	186	3,913	5%	196	4,109
5%	41	854	5%	43	896
5%	57	1,193	5%	60	1,252
5%	1	15	5%	1	15
5%	454	9,539	5%	477	10,016
5%	2	32	5%	2	34
5%	2	47	5%	2	49
5%	1	24	5%	1	25
5%	214	4,493	5%	225	4,718
5%	7	148	5%	7	156
5%	64	1,342	5%	67	1,409
5%	7	140	5%	7	147
5%	112	2,348	5%	117	2,465
5%	493	10,352	5%	518	10,870
5%	179	3,750	5%	188	3,938
5%	5	105	5%	5	110
5%	1,009	21,189	5%	1,059	22,249
-13%	(5,736)	39,494	3%	1,185	40,679

5%	173	3,641	5%	182	3,824
5%	106	2,218	5%	111	2,328
5%	190	3,997	5%	200	4,197
5%	102	2,135	5%	107	2,241
5%	774	16,253	5%	813	17,066
5%	50	1,050	5%	53	1,103
5%	16	342	5%	17	359
5%	4	94	5%	5	99
	99,600	513,264	5%	20,110	533,374
		<u><u>\$ (26,051)</u></u>			<u><u>\$ 2,560</u></u>

2026 % increase	2026 dollar increase	2026 budget
3%	\$ 2,447	\$ 84,023
10%	\$ 11,591	\$ 127,501
10%	\$ 9,109	\$ 100,203
10%	\$ 12,445	\$ 136,899
10%	\$ 6,642	\$ 73,058
10%	\$ 53,593	\$ 589,528

5%	33	689
5%	6	129
5%	147	3,094
5%	0	3
5%	30	637
5%	22	460
5%	42	889
5%	3,795	79,698
5%	219	4,597
5%	(1,118)	(23,480)
5%	(1,084)	(22,766)
5%	145	3,047
5%	7	148
5%	9	196
5%	402	8,451
5%	5	104
5%	483	10,139
5%	15	321
5%	159	3,343

5%	203	4,260
5%	1,664	34,953
3%	7,359	252,666
5%	78	1,647
5%	588	12,354
5%	58	1,222
5%	140	2,938
5%	57	1,204
5%	4	94
5%	653	13,716
5%	284	5,973
5%	70	1,469
5%	55	1,158
5%	13	265
5%	31	661
5%	70	1,479
5%	12	258
5%	5	112
5%	378	7,938
5%	205	4,314
5%	45	941
5%	63	1,315
5%	1	16
5%	501	10,516
5%	2	35
5%	2	52
5%	1	27
5%	236	4,954
5%	8	164
5%	70	1,479
5%	7	154
5%	123	2,588
5%	543	11,413
5%	197	4,135
5%	6	116
5%	1,112	23,361
3%	1,220	41,899

5%	191	4,015
5%	116	2,445
5%	210	4,407
5%	112	2,354
5%	853	17,919
5%	55	1,158
5%	18	377
5%	5	104
5%	20,949	554,323
		<u>\$ 35,205</u>



SOUTHSIDE COMMUNITY CENTER, INC. AND SUBSIDIARIES
CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED
SEPTEMBER 30, 2022

SOUTHSIDE COMMUNITY CENTER, INC. AND SUBSIDIARIES

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Independent Auditor's Report

To the Board of Directors of
Southside Community Center, Inc., and Subsidiaries

Opinion

I have audited the accompanying consolidated financial statements of Southside Community Center, Inc. and Subsidiaries, (not-for-profit organization), which comprise the consolidated statement of financial position as of September 30, 2022, and the related consolidated statements of activities and cash flows for the year then ended, and the related notes to the consolidated financial statements.

In my opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of Southside Community Center, Inc., and Subsidiaries as of September 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

I conducted the audit in accordance with auditing standards generally accepted in the United States of America. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of the report. I am required to be independent of Southside Community Center, Inc. and Subsidiaries and to meet other ethical responsibilities in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Responsibilities of Management for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Southside Community Center, Inc. and Subsidiaries' ability to continue as a going concern within one year after the date that the consolidated financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

My objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the consolidated financial statements.

In performing an audit in accordance with generally accepted auditing standards, I:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the consolidated financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Southside Community Center, Inc. and Subsidiaries' internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the consolidated financial statements.
- Conclude whether, in my judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about Southside Community Center, Inc. and Subsidiaries' ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that I identified during the audit.



San Marcos, Texas
April 6, 2023

Southside Community Center, Inc. and Subsidiaries
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
September 30, 2022

ASSETS

Cash and cash equivalents	\$ 233,860
Property and equipment, net accumulated depreciation	1,646,630
Other assets - loan fees, net amortization	<u>16,988</u>
TOTAL ASSETS	<u><u>\$ 1,897,478</u></u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable and payroll liabilities	\$ 6,205
Tenants security deposits	12,850
Notes payable, current portion	<u>53,420</u>
TOTAL CURRENT LIABILITIES	<u>72,475</u>
Notes payable, net of current portion	<u>804,945</u>
TOTAL LIABILITIES	<u><u>\$ 877,420</u></u>

NET ASSETS

Without donor restrictions	887,325
With donor restrictions	<u>132,733</u>
TOTAL NET ASSETS	<u>1,020,058</u>

TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 1,897,478</u></u>
----------------------------------	----------------------------

The accompanying notes are an integral part of these financial statements.

Southside Community Center, Inc. and Subsidiaries
CONSOLIDATED STATEMENT OF ACTIVITIES
For the year ended September 30, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
SUPPORT AND REVENUE			
Rental income	\$ 849,296	\$ -	\$ 849,296
Summer work camp program	-	6,250	6,250
Administrative fees	83,378	-	83,378
Donations	54,094	-	54,094
Housing rehab program	-	20,000	20,000
Shelter income	-	109,515	109,515
Specific assistance	-	38,289	38,289
TOTAL SUPPORT AND REVENUE	986,768	174,054	1,160,822
Donor restricted net assets released from restrictions-satisfied by payment	186,566	(186,566)	-
TOTAL SUPPORT AND REVENUE	\$ 1,173,334	\$ (12,512)	\$ 1,160,822
EXPENSES			
Program expenses			
Sunrise Village	\$ 807,395	\$ -	\$ 807,395
Summer work camp	4,018	-	4,018
Housing rehab program	275	-	275
Homeless shelter program	84,898	-	84,898
Specific assistance program	25,639	-	25,639
Total program expenses	922,225	-	922,225
Supporting services expenses			
General administrative	292,594	-	292,594
TOTAL EXPENSES	1,214,819	-	1,214,819
CHANGE IN NET ASSETS	(41,485)	(12,512)	(53,997)
BEGINNING NET ASSETS	928,810	145,245	1,074,055
ENDING NET ASSETS	\$ 887,325	\$ 132,733	\$ 1,020,058

The accompanying notes are an integral part of these financial statements.

Southside Community Center, Inc. and Subsidiaries
CONSOLIDATED STATEMENT OF CASH FLOWS
For the year ended September 30, 2022

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in net assets	\$ (53,997)
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation and amortization	80,575
Change in liabilities	7,560
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>34,138</u>
CASH FLOWS FROM FINANCING ACTIVITIES	
Purchase of capital assets	<u>(45,364)</u>
NET CASH USED BY FINANCING ACTIVITIES	<u>(45,364)</u>
CASH FLOWS FROM FINANCING ACTIVITIES	
Repayment of long term debt	<u>(51,824)</u>
NET CASH USED BY FINANCING ACTIVITIES	<u>(51,824)</u>
CHANGE IN CASH AND CASH EQUIVALENTS	(63,050)
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>296,910</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u><u>\$ 233,860</u></u>
Supplementary disclosures:	
Interest paid	\$ 41,844
Income taxes paid	\$ -

The accompanying notes are an integral part of these financial statements.

Southside Community Center, Inc. and Subsidiaries
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
For the Year Ended September 30, 2022

NOTE A - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

Southside Community Center, Inc. and subsidiaries, (the Center) incorporated on August 30, 1972 under the Texas Non-profit Corporation Act, is an agency of social concern committed to the development of the neighborhoods of San Marcos, Texas. The Center is governed by a Board of Directors represented by the primary local geographic neighborhoods, the United Methodist Church, and the community at large. The Center operates a homeless shelter and renovates homes for families in low-income neighborhoods and, since 1997, operates the Sunrise Village Center for senior citizens, which provides housing to qualified low-income elderly. Support for the Center's programs comes from governmental grants, donations, and revenues from summer work camp and multi-family residential real-estate rental activities.

Basis of presentation

The consolidated financial statements of the Center have been prepared in accordance with U.S. generally accepted accounting principles (U.S. GAAP), which require the Center to report information regarding its financial position and activities to the following net asset classifications:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Center. These net assets may be used at the discretion of the Center's management and the board of directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors, and grantors. Some donors' restrictions are temporary in nature; those restrictions will be met by actions of the Center or by the passage of time or other events specified by the donor. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purposes for which the resource was restricted has been fulfilled, or both.

Cash and cash equivalents

For purposes of the statements of cash flows, the Center considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents. As of September 30, 2022, the Center's cash and cash equivalents totaled \$233,860.

Fair Value Measurements

The Center reports its fair value measures using a three-level hierarchy that prioritizes the inputs used to measure fair value. The hierarchy, established by GAAP, requires that entities maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. The three levels of inputs used to measure fair value are as follows:

- Level 1 Inputs that are quoted prices in active markets for identical assets or liabilities that the reporting entity has the ability to access at the measurement date.
- Level 2 Inputs other than quoted prices included in level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3 Inputs that are unobservable for the asset or liability.

Southside Community Center, Inc. and Subsidiaries
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
For the Year Ended September 30, 2022

NOTE A - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-
CONTINUED

The Center's current assets and liabilities are presented in the statement of financial position are Level 1. The Center has no Level 2 or Level 3 assets or liabilities. The carrying amounts reported in the statements of financial position approximate fair values because of the short maturities of those instruments.

Accounting for Contributions

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions.

Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the contribution is recognized.

Contributed property and equipment are recorded at fair value at the date of donations.

Contributions with donor-imposed stipulations regarding how long the contributed assets must be used are recorded as net assets with donor restrictions; otherwise, the contributions are recorded as net assets without donor restrictions.

Rental Income

Rental income is recognized from apartment rentals as it is earned. Rental payments received in advance are deferred until earned. All rental leases between the Center and the tenants are operating leases. As of September 30, 2022, no prepaid rent was accrued.

Other Assets

Permanent loan fees of \$28,313 are amortized over the life of the loan and recorded net of accumulated amortization of \$11,325 as of September 30, 2022.

Advertising Costs

Advertising costs are expenses as incurred. Advertising expenses for the year ended September 30, 2022, was \$3,268.

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of revenues and expenses during the reporting period and the reported amounts of assets and liabilities at the date of the financial statements. On an ongoing basis, the Center's management evaluates the estimates and assumptions based upon historical experience and various other factors and circumstances. The Center's management believes that the estimates and assumptions are reasonable in the circumstances; however, the actual results could differ from those estimates.

Southside Community Center, Inc. and Subsidiaries
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
For the Year Ended September 30, 2022

NOTE A - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-
CONTINUED

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of revenues and expenses during the reporting period and the reported amounts of assets and liabilities at the date of the financial statements. On an ongoing basis, the Center's management evaluates the estimates and assumptions based upon historical experience and various other factors and circumstances. The Center's management believes that the estimates and assumptions are reasonable in the circumstances; however, the actual results could differ from those estimates.

Tax Status

The Center is incorporated exempt from federal income taxation under Section 501(c)(3) of the Internal Revenue Code (IRC), though it would be subject to tax on income unrelated to its exempt purposes. The tax year is still open to audit for both federal and state purposes.

Property and Equipment

Property and equipment are recorded at cost or at estimated fair value at the date of donation. Donations are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. The Center follows the practice of capitalizing all expenditures of property and equipment exceeding \$100 with an estimated useful life of one year or longer. Depreciation is provided using the straight-line method over the estimated useful lives of the assets from 5 to 39 years. Depreciation of \$80,575 was recognized for the year ended September 30, 2022.

New Accounting Pronouncement

In February 2016, the FASB issued ASU No. 2016-02, *Leases* (Topic 842), which requires lessees to recognize leases on the balance sheet and disclose key information about leasing arrangements. The new standard requires the lessee to recognize lease liability on the statement of financial position for leases greater than 12 months. Leases will be classified as finance or operating, with classification affecting the pattern and classification of the expense recognition in the statement of activities. The effective date for this standard has been delayed to annual reporting periods beginning after December 15, 2021.

NOTE B - SECURITY DEPOSITS AND FUND RESERVES

Operating and Maintenance reserves

The Center maintains reserve accounts for the accumulation of funds to pay for operating deficits and maintenance expenditures as they arise. The total reserve funds as of September 30, 2022, equaled \$119,883.

Tenant security deposits

The Center holds tenant security deposits in a separate bank account. Disbursements from the security deposit accounts consist of refunding tenants' security deposits and for repairs caused by the tenant's occupancy. As of September 30, 2022, security deposits accounts totaled \$12,850.

Southside Community Center, Inc. and Subsidiaries
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
For the Year Ended September 30, 2022

NOTE C - NOTES PAYABLE

The Center's subsidiary, Seniors II, borrowed \$1,200,000 from Broadway Ban in San Marcos, Texas to finance the acquisition of Senior II 99.9% limited partner's partnership interest in October 2016. The loan requires payments of principal and interest at 4.75% over 240 month term, maturing November 1, 2034. The mortgage is secured by the real property owned by Seniors II. Principal of \$858,365 remains outstanding as of September 30, 2022.

Principal maturities over each of the next five years are as follows, September 30:

	Broadway Mtg.
2023	\$ [REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	61,588
Thereafter	628,602
Total	<u>\$ 858,365</u>

NOTE D - FUNCTIONAL ALLOCATION OF EXPENSES

Total expense by functional classification for the year ended September 30, 2022, are as follows:

Expenses	SRV	Shelter	South-Side	Total Programs	Mgmt & Gen	Fund-raising	Total
Salaries	\$230,366	\$ 40,555	\$ -	\$270,921	\$ 144,936	\$ -	\$ 415,857
Employee benefits	62,809	-	-	62,809	2,700	-	65,509
Payroll taxes	24,649	3,937	-	28,586	10,910	-	39,496
Total payroll expenses	317,824	44,492	-	362,316	158,546	-	520,862
Specific Assistance	-	-	25,639	25,639	-	-	25,639
Summer camp	-	-	4,018	4,018	-	-	4,018
Housing rehab	-	-	275	275	-	-	275
Support services	337,937	18,933	-	356,870	113,448	-	470,318
Repair/Mtc	97,062	5,733	-	102,795	2,603	-	105,398
Operating	23,899	6,705	-	30,604	17,997	-	48,601
Program expenses	30,673	9,035	-	39,708	-	-	39,708
Total Expenses	\$807,395	\$ 84,898	\$ 29,932	\$922,225	\$ 292,594	\$ -	\$ 1,214,819

Certain expenses are attributable to both program services and the management and general categories. These expenses require allocation on a reasonable basis that is consistently applied. Expenses that are allocated include personnel and non-operating expenses (based on time and effort).

Southside Community Center, Inc. and Subsidiaries
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
For the Year Ended September 30, 2022

NOTE E - LEASES

The Center has two operating lease agreements for copier rental at a minimal monthly payment of \$296. Total lease payments for fiscal year 2022 totaled \$3,930.

NOTE F - DONOR RESTRICTED NET ASSETS

Donor restricted net assets as of September 30, 2022, included reserve funds of \$119,883 and security deposits of \$12,850.

NOTE G - LIQUIDITY AND AVAILABILITY OF FINANCIAL RESOURCES

The Center's financial assets available within one year of the financial position date for general expenditures consist of \$233,860 of cash and cash equivalents. The Center's primary sources of cash flows during the year are from governmental grants, rental income, and program revenues. These revenue sources provide a consistent inflow of cash throughout the year.

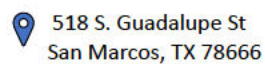
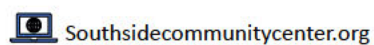
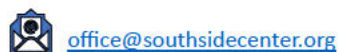
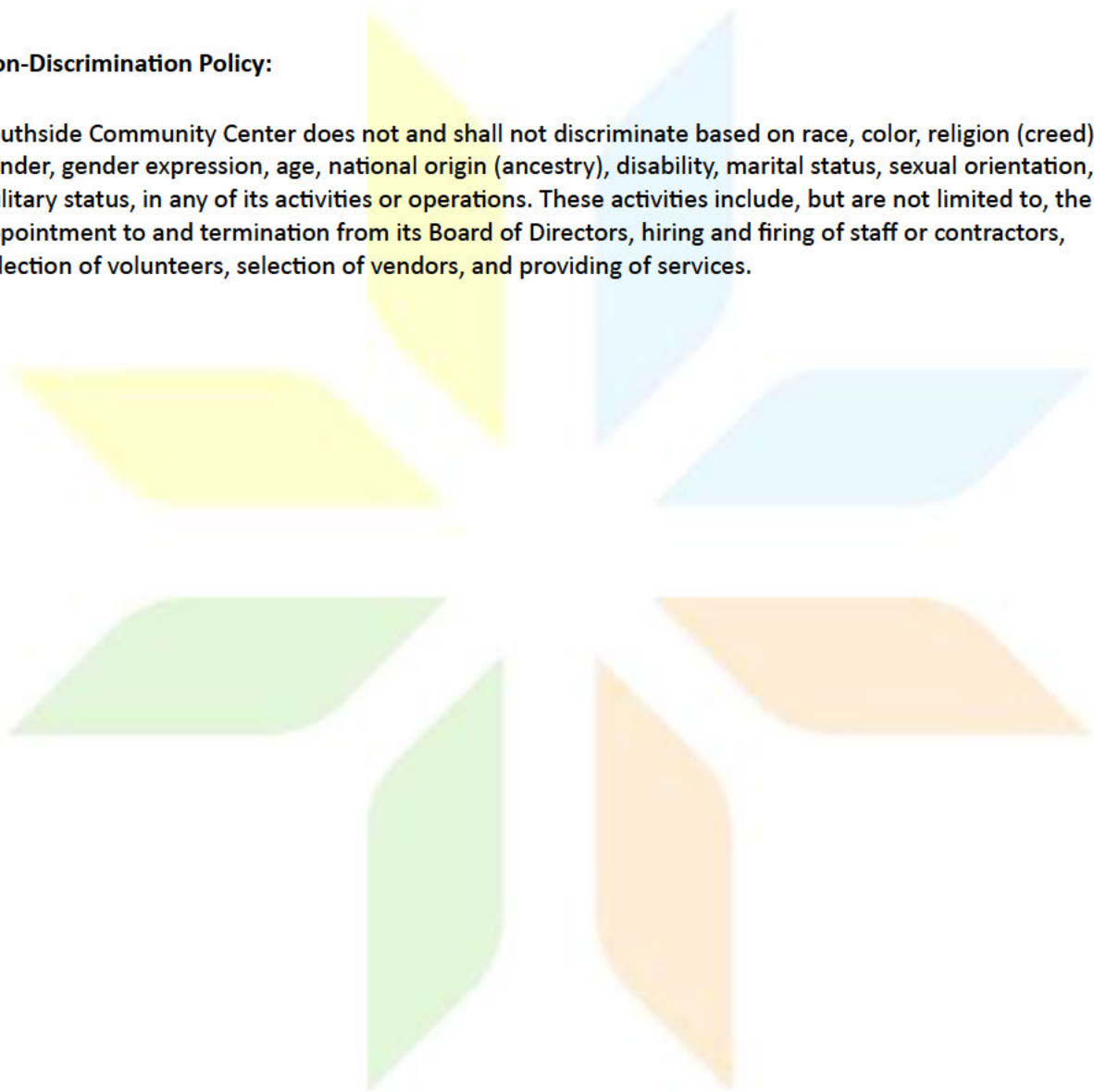
NOTE H - SUBSEQUENT EVENTS

The Center has evaluated subsequent events through April 6, 2023, which is the date the financial statements were available to be issued.



Non-Discrimination Policy:

Southside Community Center does not and shall not discriminate based on race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, the appointment to and termination from its Board of Directors, hiring and firing of staff or contractors, selection of volunteers, selection of vendors, and providing of services.



Southside denied emergency assistance to 66 people last year. While a few of these denials were due to a lack of documentation, most were because the families owed too much for our funding to cover, or we were already out of emergency assistance dollars for the month. Prior to the Rapid Rehousing Program, we only offered \$50 toward utilities and \$100 toward rent, which is never enough to get families out of shut off or eviction territory. Thanks to the funding for Rapid Rehousing as well as community partnerships, we were able to increase the amounts this year, but we still did not have enough money to serve all our neighbors. With the requested grant money, we would be able to ensure that more people could be served by this program.

In 2024, we served 240 clients, but our case management team has the capacity to serve anywhere from 450-500 clients with proper funding. Already in 2025, we have received requests from 124 clients for emergency assistance; this puts us on track to meet or exceed our capacity. These clients generally have \$1000 or more in rent and/or utility bills that are past due. Many are facing eviction or utilities shut off by the time they come to Southside. To fully fund the emergency assistance program, we would need \$500,000 each year. The modest increase in our request from CDBG will take us part of the way to ensuring that every neighbor who qualifies for assistance through us can receive it.

Job description

Position Overview: The Southside Community Center is seeking a dedicated and detail-oriented emergency assistance coordinator to join our Housing Programs team. This person will play a crucial role in supporting our mission to provide comprehensive housing assistance to individuals and families in need within our community.

Key Responsibilities: This list is not exhaustive and may be supplemented as necessary

- Client Intake and Assessment: Conduct initial intake interviews with clients seeking housing assistance, gathering necessary information to assess their needs and eligibility for programs.
- Documentation Management: Ensure all required documentation is collected, verified, and maintained in accordance with program guidelines and confidentiality standards. Ensure case files are orderly and maintain according to Southside protocol.
- Collaboration: Work closely with the Housing Program Manager and other team members to facilitate referrals and coordinate services for clients.
- Database Management: Input and maintain accurate client information into HMIS (Homeless Management Information System) database; generate reports as needed to track service delivery and outcomes.
- Resource Coordination: Assist clients in accessing additional resources and services within the community, providing information and referrals as necessary.
- Communication: Maintain clear and effective communication with clients, community partners, and team members to ensure a smooth intake process and enhance service delivery.
- Continuous Improvement: Contribute to the ongoing evaluation of intake processes and suggest improvements to enhance client experience and program efficiency

Qualifications:

- High school diploma or equivalent; Associate's or Bachelor's degree in social work, human services, or a related field preferred.
- Previous experience in intake, case management, or social services is highly desirable.
- Strong interpersonal skills and the ability to work compassionately with diverse populations. Trauma-Informed approach is desirable.

- Excellent organizational skills and attention to detail.
- Proficient in Microsoft Office Suite and experience with data management systems, suchas HMIS preferred.
- Ability to maintain confidentiality and handle sensitive information with discretion.
- Strong communication skills, both written and verbal.
- Knowledge of housing programs and community resources is a plus.
- Bilingual is a plus

Key Staff involved in the program

- Deborah Villalpando, Executive Director
 - Oversees organization, including Rapid Rehousing Program and related financial decisions
 - Makes hiring decisions
- Naiha Campos-Beierman, Program Manager
 - Leads Rapid Rehousing Team
 - Ensures clients receive comprehensive, trauma-informed, person-centered support
 - Develops and maintains community partnerships
 - Monitors data and generates reports, including budget management
- Kassandra Vesper + Martine Uwayo, Case Managers
 - Conduct intake assessments
 - Create and implement case management plans for clients
 - Assist clients with housing and other needs, including emergency assistance
 - Monitor progress
 - Maintain up-to-date case management files
 - Collaborate with community partners

Program Pre-Screen

The purpose of this form is to help your Case Manager determine which programs you qualify for and how we can assist you to the best of our ability.

** Indicates required question*

1. Today's Date *

Example: January 7, 2019

2. Last Name, First Name *

3. Phone Number

4. Email Address

5. Contact Preference

Check all that apply.

- ☐ Email
☐ Phone
☐ N/A

6. Date of Birth *

Example: January 7, 2019

7. Gender *

Mark only one oval.

- ☐ Male
- ☐ Female
- ☐ Transgender
- ☐ Non-Binary
- ☐ Asexual
- ☐ Prefer not to say
- ☐ Other: _____

8. Race/Ethnicity *

Check all that apply.

- ☐ African American
- ☐ Asian/Pacific Islander
- ☐ Caucasian
- ☐ Hispanic/Latino
- ☐ Native American/Alaskan
- ☐ Prefer not to say
- ☐ Other: _____

9. Are there any children currently in your household? *

Mark only one oval.

- ☐ Yes
- ☐ No *Skip to question 11*

Family

10. How many children are in the household? *

Programs Prescreen

11. Are you or anyone in your household disabled? *

Mark only one oval.

☐ Yes

☐ No

☐ Prefer not to say

12. Are you or anyone in your household a veteran? *

Mark only one oval.

☐ Yes

☐ No

Residency

13. Are you a Hays County Resident?

Mark only one oval.

☐ Yes

☐ No *Skip to question 15*

City Residency

14. Are you a San Marcos Resident?

Mark only one oval.

☐ Yes

☐ No

Housing Assistance

15. Are you currently in need of shelter?

Mark only one oval.

☐ Yes

☐ No *Skip to question 17*

Shelter Status

16. Please select the following that apply to you (you may select more than one):

Check all that apply.

☐ Currently Homeless (Sleeping somewhere not meant for habitation including, but not limited to, outside, in car, etc.)

☐ At risk of homelessness

☐ Fleeing Domestic Violence

☐ Residing in a temporary housing program

☐ Other: _____

Skip to question 22

Emergency Assistance

17. Are you in need of Emergency Assistance for Rent or Utilities? *

Mark only one oval.

- ☐ Yes *Skip to question 19*
- ☐ No *Skip to question 22*

18. Do you have an eviction notice, notice to vacate, or disconnect notice? *

Mark only one oval.

- ☐ Yes
- ☐ No

Emergency Assistance

19. What is the current balance you owe?

20. How much can you pay? (If you are unable to pay, answer with \$0.00) *

21. Please upload the following documents if you have received them: Eviction notice, notice to vacate, or utility disconnection notice.

Files submitted:

Purpose of Visit

22. What type of assistance are you in need of currently? *

Check all that apply.

- ☐ Housing
- ☐ Utilities
- ☐ Rent
- ☐ Medication Assistance
- ☐ Clothing/Hygiene
- ☐ Child Care
- ☐ Employment
- ☐ Diapers/Infant Supplies
- ☐ Food
- ☐ Gas Assistance (Vehicle)
- ☐ Obtaining I.D./Documentation
- ☐ Physical/Mental Health
- ☐ Transportation
- ☐ Applying for Benefits (SSI, SSDI, SNAP, TANIF, Etc.)
- ☐ Other: _____

23. How did you hear about Southside Community Center? *

Mark only one oval.

- ☐ Referral from a friend
- ☐ Referral from an organization
- ☐ Internet Search
- ☐ 211 / Resource Center
- ☐ Other: _____

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Google Forms



San Marcos Consolidated Independent School District

P.O. Box 1087 | San Marcos, Texas 78666 | OFFICE [REDACTED] | FAX [REDACTED]

5/1/2025

To whom it may concern:

My name is Mario Hernandez Jr. I am the District Student Attendance Case Manager for San Marcos CISD. I came into this role in July 2021. Part of what I do on a daily basis is to find community resources for our families in need. When I learned about Southside Community Center, I made it a priority to connect with them. I met Mrs. Deborah Villalpando, Director of Operations at Southside Community Center and shared with her the status of our students/community needs. It wasn't long before I was already asking for resources due to the high level of families in our community who were at the brink of eviction and or had already experienced homelessness, loss of utilities, lack of food and struggling to pay rent. Without hesitation, Southside Community Center engaged in connecting our families with their support services for Rapid Rehousing Program, Utility Assistance Program, Rental Assistance Program and sharing their meal schedule so that our families in need of food won't go hungry. Additionally, Southside Community Center frequently provided me with updates so that I could then share progress with administrative staff in our school district.

Southside Community Center's commitment to providing essential support services to our community and level of care towards helping families, earned them recognition as Community Partner of the Month, October 2022 which was featured in the San Marcos CISD's "Rattler Recap." We wanted to inform our families of the tremendous services and support Southside Community Center was able to provide. I look forward to many more years of partnership with Southside Community Center to continue serving the most vulnerable in our community.

Mario Hernandez Jr. M.Ed

District Student Attendance Case Manager

San Marcos CISD.

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James H. Carter

Hi, my name is Shame. I was homeless,
and came into the 90 day program, and now
have my own apartment. Thanks to all
The wonderful Staff at the South side Community
Shelter. my Cons. Kassandra, Cora, and the
Director Debra, and Lorig at the front-desk.

I am so blessed to have all
these wonderful people in my life. They
truly made this happen in my life.

Shame McCull