| Agency | San Marcos Youth Service Bureau |
|----------------------------|---------------------------------|
| Program | Facility Costs |
| San Marcos Service Address | 2004-B Medical Parkway |
| Requested | \$25,000 |
| Recommended | \$10,000 |

| | 1 |
|---|---|
| Application Completeness Check for HSAB | San Marcos Youth Service Bureau Facility Costs |
| Questions | |
| Are all questions answered? | Yes |
| Is the application signed? (this is a certification) | Yes |
| Does the program have measurable outcomes? | Yes |
| Is the agency a Human Services Agency? | Yes |
| Is the agency overseen by a Board of Directors? | Yes |
| Required Attachments | |
| BUDGETS | |
| Agency budget for current fiscal year | Yes |
| 2. Agency budget proposed for next fiscal year | Yes |
| 3. Program budget for current fiscal year | ОК |
| 4. Program budget proposed for next fiscal year | ОК |
| 5. Budget showing the exact uses of the HSAB funding | Yes |
| BOARD OF DIRECTORS INFORMATION | |
| 6. Board of Directors membership roster | Yes |
| 7. Board of Directors Meeting Attendance Record for current year | Yes |
| 8. Board of Directors City of Residence | Yes |
| 9. Board of Directors membership criteria | Yes |
| ORGANIZATION INFORMATION | |
| 10. Organizational chart with names and titles of staff | Yes |
| 11. Current IRS Form 990, pages 1 and 2 (not required for churches) | Yes |
| 12. Non-discrimination policy statement | Yes |
| Preferred Attachments - 3 Letters of Support | |
| Letters of support from members of the San Marcos Community | No |
| Attachments if Applicable | |
| Latest audit or CPA signed review, if applicable | Yes |
| Policies and Procedures for the proposed Program, if available | |
| Note: We are not requiring Texas Secretary of State registration | |

City of San Marcos Human Services Grants FY 2025 Application

I. SUMMARY INFORMATION

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

Applicant Organization: San Marcos Youth Service Bureau, Inc. (YSB)

Contact Name: Julie Hollar Telephone: 512.396.5437

Contact E-Mail Address: julie@ysb.org Website: httpss://www.ysb.org

Mailing Address: 2004-B Medical Parkway, San Marcos, Tx. 78666

San Marcos Service Address for this Program: 2004-B Medical Parkway, San Marcos, Tx. 78666

Who is authorized to execute program documents? (Name, Title) Julie Hollar, Executive Director

Program Name: San Marcos Youth Service Bureau, Inc.

Amount of Funds Requested: \$25,000

What percentage of the cost of this program is requested as funding through this application? 17.2%

II. QUESTIONS

All questions must be answered. Please type your answers.

OVERVIEW

- 1. What is the agency's or organization's mission?
 - To empower the youth of San Marcos to become contributing members of society. Established in 1975, the San Marcos Youth Service Bureau (YSB) is a non-profit social service agency for 11–17-year-old youth. YSB was originally created to educate and intervene in drug use among youth in the community as a prevention to mental and physical illness later in life. YSB has evolved to address the many issues faced by at-risk youth in our community. Programming is designed to provide youth opportunities for success and self-esteem building through volunteerism, education, and citizenship with the support of group mentoring. The San Marcos Youth Service Bureau provides free after-school and summer programs for at-risk youth ages eleven to seventeen with the hopes of preventing latch-key kids.
- 2. Briefly summarize the program for which funding is being requested and the services it provides. Rent and building related costs to execute this program for vulnerable youth ages 11-17.

| 3. | YSB recently relocated in September 2023. The new location cost will increase in August from \$2700 per month to \$2,835 per month. YSB is requesting funds to cover that cost due to our recent move and general program support. |
|----|--|
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COMMUNITY NEED AND JUSTIFICATION - 20 POINTS

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

YSB serves as a prevention program for the youth who reside in San Marcos and in the San Marcos Consolidated School District area. Due to the high poverty level in the area, it is difficult to afford after school and summer programming for youth. Many of the families we work with reside in the more economically challenged areas of the community. These areas contain a higher concentration of minority residents, unemployed, latch-key children, and drug and alcohol related crime as compared to the rest of the area. YSB provides extra-curricular activities and preventive education for youth from low-income families. Many of the difficult circumstances that young people face is a result of a lack of social services such as after-school educational and developmental programs. The increasing levels of drug abuse, resulting in mental and physical ailments, diminishes the opportunities of youth for further development. YSB has a positive record of working with youth on social development, encouraging healthy growth, and decision-making skills. More than twenty-two percent of the youth in Hays County, Texas are at risk of entering the Juvenile Justice System. Our after school and summer programs provide a place for youth mentorship, self-esteem building, citizenship, and preventive education. By providing at-risk youth with a platform for personal development, YSB combats existing social, economic, and mental issues that affect the underserved youth of our community. YSB programs assist in the general mental and physical well-being of youth between eleven and seventeen years of age in Hays County, Texas.

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

Yes

3. Client Information

Definitions:

<u>Direct Client</u> - individuals or families immediately affected or personally served by the helping agency.

Questions:

Describe the direct clients for this program. Individuals or families immediately affected or personally served by the helping agency.

Questions:

- a. Describe the direct clients for this program.
 - YSB serves low-income families and their youth ages eleven to seventeen years old in San Marcos, Tx. Clients of YSB are any family in San Marcos that can benefit from the wide range of services and support structures we offer for their children ages eleven to seventeen years of age.
- b. How is the program marketed to direct clients? How do you find these clients? The YSB provides printed materials and online venues. YSB maintains a presence at school and community fairs, Peachjar filters on the SMCISD website, Facebook. Many YSB referrals come from word of mouth, previous members, and through YSB partnerships with community agencies.
- c. Expected total annual unduplicated direct clients who are City of San Marcos residents: **30-150**

IMPLEMENTATION - 15 POINTS

- How exactly will these funds be used?
 YSB intends to use any funds received through this grant for the rental cost of office / program space and general program support.
- 2. What specific, measurable outcomes or results do you hope to achieve with this program? To empower the youth of the San Marcos to become contributing members of society. With regard to the measurement of success of YSB's ongoing programs, we analyze behavior, attitude, school attendance, and other social adjustment factors. Subsequent evaluations are conducted throughout the course of the programs and determinations are made as to what improvements have been observed. Parents are involved in this process and data is collected relating to improvements in behavior, mental well-being, and attitudes witnessed in the home. YSB finds that participants are less likely to get in trouble, display higher rates of mental and physical well-being, and have more meaningful and productive after-school experiences when involved in YSB activities and supervised by YSB staff. Youth advance to the next grade level.
- 3. List the title of each position for which funding is requested and the activities associated with those

Positions.

<u>Program Executive/Director</u> (40-65 hours/week) - Planning/oversight/execution of program. Daily business includes financial/ staffing/safety matters/criminal background checks, state compliance, intern coordination/training, janitorial duties, and coordination of board members. Writes policies/procedures, grant applications/reports. Responsibility for youth discipline/consultation of parents, and referral to authorities/agencies. Grant administration/ searches/inquiries. Public relations. Transportation. Planning/execution of community events/fundraising. Community outreach. Fundraising and grant writing.

<u>Program Assistant /Interns</u> (28-35 hours/week) - Plans/coordinates/executes program. Tracks grant information. Oversight/ recruitment/supervision of volunteers and youth. Transportation and general errands. Execution of community events/fundraising. Community outreach/involvement. Intern training and oversight.

<u>Summer staff</u> (28-35 hours/week)-Provide additional supervision of youth for safety for outdoor activities.

<u>Volunteers</u> - mentoring of youth, participation in daily projects, general janitorial duties, and fundraising project assistance.

4. 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? \$24,000

IMPACT AND COST EFFECTIVENESS - 25 POINTS

- 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. San Marcos Youth Service Bureau (YSB) has been operating since 1975 with decades of experience providing the highest quality support programs for economically challenged families in the community. YSB strives to impact children's lives by assisting them in; (1) remaining in school, (2) graduating to the next grade level, (3) having a safe after-school and summer environment, (4) build resumes through volunteer service, (5) increasing positive interactions with other, (6) gaining coping and social skills, (7) gaining self-esteem through service and connection with others, and (8) providing exposure to outdoor science and leisure activities for which they may not normally be introduced to.
- Discuss the amount of overhead compared to program costs.
 There is no cost to the youth members or their families.
 See Attached Budget
- 3. Provide a brief description of other funding sources, volunteers, or in-kind donations that are expected to be used with this program.
 - YSB receives a variety of intergovernmental and non-governmental support for its programs and operating costs. Both of those income streams provide for operating and program costs, however this now includes facility rental fees. YSB is requesting funding for the cost of office space and related costs.
- 4. What has your organization done in the past two years to raise different funding for this program?
 - Martindale Chili Cook-Off Fundraiser (April 2025), established new connections to increase levels of income regarding our chili cook-off, applied for a variety of new funding sources, partnered with new local organizations for fundraisers and programming. YSB has an established and dedicated, working, Board of Directors

COMMUNITY SUPPORT – 10 POINTS

1. Please submit 3-5 letters of reference that indicate strong local support for the program and the agency's ability to implement it as described in the application.

Included

- 2. How is the Board of Directors selected?
 - Applicants are reviewed and approved by existing Board Members. Diversity in age, educational background, expertise, and gender, are important factors in our Board selection process as well as honesty, integrity, and character.

 See Interest form, included.
- 3. How often does the Board meet?
 - Monthly unless alternate work meetings are scheduled.
- 4. What actions do Board members take to support the programs of the agency or organization? **Volunteer time, financial planning and fundraising, and program inputs.**

5. How many volunteers does your agency or organization have and how many hours do they spend on the program requesting funding?

YSB has had eight interns and 20+ volunteers this year. Typically, volunteers collaborate with the staff and the youth in projects to request donation of goods for our silent auction held in conjunction with the Martindale Chili Cook-Off (YSB's annual fundraiser). 186 total volunteers for the year including one-time volunteers.

COUNCIL PRIORITIES - 30 POINTS

- 1. How long has this program served San Marcos residents? (10 points if at least 2 years) 49 years
- Does the agency have an office in San Marcos? (10 points if yes)
- 3. Describe how this funding creates an increase in services or an increase in the number of people served. (10 points) The recent deadline to move from Southside Community Center has been a blessing in disguise. The increase in unhoused individuals has created uncomfortable surroundings for our youth and family members.

YSB's move to its new location allows youth to walk from nearby schools and area apartment complexes built and under construction in the area. It will also be located on area bus routes with less traffic, yet still convenient. Parents report easier access to the program.

II. 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.)

SUBMITTED AND APPROVED BY:

| <u> </u> | 7/28/2024 |
|--------------------|-----------|
| Signature | Date |
| Julie Hollar | |
| Printed Name | |
| Executive Director | |
| Title | |

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II. FUNDING RESTRICTIONS

CHRANTED AND ADDROVED DV.

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

for the year including one-time volunteers.

- All Human Services Grant funding will be spent on San Marcos residents, except for schoolbased 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.)

| JUBIVITI TED AIND APPROVED BT. | |
|--------------------------------|-----------|
| Julistoyan | 7/28/2024 |
| Signature | Date |
| Julie Hollar | |
| Printed Name | |
| Executive Director | |
| Title | |



| Agency Name: | San Marcos Youth Service Bureau, Inc |
|--|---|
| Program Name: | Teen Network/ Active Community Teens |
| Program Year: | 2023 |
| Please submit one report | t by October 15, 2023 for the period January 1, 2023 – September 30, 2023. |
| | <u>Project Status</u> |
| Please provide a written | description of actions taken this period to help achieve your program goals. |
| individual 501c3 and be Southside Community, information as well as a general We have Re-Established back our fundraising ever our busy summer month years of in kind space), partnerships since Janua We now have a working | chared Board of Directors (under Southside Community Center) to forfeit our consumed by Southside. We have overcome many obstacles created in part by including resistance to assisting in the transfer of bookkeeping and other general contrary environment. a new Board of Directors, Executive Director and financial ownership, brought nt (not held due to Covid), been asked to relocate with a six week deadline (during is), located and moved our agency to a location where we now pay rent (after 20 provided services for 20 youth and their family members, and engaged in new |
| Certification: | |
| I certify that to the best of Beneficiary Report is factu | my knowledge and belief the information reported in this Quarterly Progress and al and accurate. |
| Julie Hollar | 10/5/23 |
| Signature | |
| Julie Hollar Printed name | Executive Director Title |

Instructions

- * **Household Demographic report:** Report <u>Households Assisted</u> Base demographic information on head of household.
- * Individual Demographic Report: Report <u>Unduplicated Individuals</u> assisted (Unduplicated means that if they were reported in a prior quarter for this program year, they are not counted again, even if they continue to receive services across a reporting period).
 - All beneficiaries identify as a race.
 - Some people may identify as having an ethnicity, "Hispanic" is an ethnic origin category rather than a race category for HUD purposes.
 - "Annual Household Income" is the total income, from all sources, for all adults age 18 and older in the household.

City of San Marcos FY 2023 Income Limits Summary

Effective: April 18, 2022

| Percent | Percent 1 | | 3 | 4 | 5 | 6 | 7 | 8 |
|---------|-----------|----------|----------|----------|----------|-----------|-----------|-----------|
| AMI | Person | Person | Person | Person | Person | Person | Person | Person |
| 30% | \$23,200 | \$26,500 | \$29,800 | \$33,100 | \$35,750 | \$38,400 | \$41,910 | \$46,630 |
| 50% | \$38,650 | \$44,150 | \$49,650 | \$55,150 | \$59,600 | \$64,000 | \$68,400 | \$72,800 |
| 80% | \$61,800 | \$70,600 | \$79,450 | \$88,250 | \$95,350 | \$102,400 | \$109,450 | \$116,500 |

Program Name: San Marcos Youth Service Bureau, Inc.

Teen Network/Active Community Teens



HOUSEHOLD (HH) DEMOGRAPHIC REPORT

| Measurement | Number of HOUSEHOLDS Assisted | | | | | | | | | | | |
|---|---------------------------------|----------|------------------------|---------------------------------|-----------------|---------------------------------|-----------------|---------------------------------|-----------------|-----------|--|--|
| Criteria | Jan-Mar 1 st Qtr. | | Apr 2 nd | Apr-Jun 2 nd Qtr. | | Jul-Sep 3 rd Qtr. | | Oct-Dec 4 th Qtr. | | YTD Total | | |
| | | I | | T | | I | | I | | | | |
| | Not Hispanic | Hispanic | Not Hispanic | Hispanic | Not Hispanic | Hispanic | Not Hispanic | Hispanic | Not Hispanic | Hispanic | | |
| Race: | | | | | | | | | | | | |
| White | | | 1 | 2 | 4 | 5 | | | | | | |
| Black or African American | | | | | | | | | | | | |
| Asian | | | | | | | | | | | | |
| American Indian or American Native | | | | | | | | | | | | |
| Native Hawaiian or Other Pacific Islander | | | | | | | | | | | | |
| Other | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| # HH with Single Female Head of Household | | | 2 | | 6 | | | | | | | |
| # HH with a disabled person | | | | | | | | | | | | |
| # HH with an elderly person (62 or older) | | | | | | | | | | | | |
| Annual Household Income (See attached Limits) | | | | | | | | | | | | |
| Extremely Low (30% AMI) | | | 1 | | 4 | | | | | | | |
| Low (50% AMI) | | | | | 4 | | | | | | | |
| Moderate (80%) | | | 1 | | | | | | | | | |
| Over 80% | | | 1 | | 1 | | | | | | | |

Program Name: _ Program Name: San Marcos Youth Service Bureau, Inc. Teen Network/Active Community Teens



INDIVIDUAL DEMOGRAPHIC REPORT

| Measurement | Number of PERSONS Assisted | | | | | | | | | | | |
|--|---------------------------------|----------|---------------------------------|----------|---------------------------------|----------|---------------------------------|----------|-----------------|----------|--|--|
| Criteria | Jan-Mar 1 st Qtr. | | Apr-Jun 2 nd Qtr. | | Jul-Sep 3 rd Qtr. | | Oct-Dec 4 th Qtr. | | YTD Total | | | |
| | Not Hispanic | Hispanic | Not Hispanic | Hispanic | Not Hispanic | Hispanic | Not Hispanic | Hispanic | Not Hispanic | Hispanic | | |
| Race: | | | 2 | 2 | 5 | 7 | | | | | | |
| White | | | | | | | | | | | | |
| Black or African American | | | | | | | | | | | | |
| Asian | | | | | | | | | | | | |
| American Indian or American Native | | | | | | | | | | | | |
| Native Hawaiian or Other Pacific Islander | | | | | | | | | | | | |
| Other | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| # individuals in HH with Single Female Head of Household | | | 3 | | 7 | | | | | | | |
| # disabled individuals | | | | | | | | | | | | |
| # elderly people (62 or older) | | | | | | | | | | | | |
| Annual Household Income (See attached Limits) | | | | | | | | | | | | |
| Extremely Low (30% AMI) | | | 2 | | 6 | | | | | | | |
| Low (50% AMI) | | | | | 4 | | | | | | | |
| Moderate (80%) | | | 1 | | 1 | | | | | | | |
| Over 80% | | | 1 | | 1 | | | | | | | |

HSAB Budget

2025 San Marcos Youth Service Bureau, Inc.-RENT

AnnualJanFebMarAprMayJuneJulyAug25,0002,835.002,835.002,835.002,835.002,835.002,835.002,835.00

TOTAL PROGRAM BUDGET WORKSHEET

COMPLETE FORM FOR EACH PROGRAM FOR WHICH YOU ARE SEEKING FUNDING Program budget should reflect Hays & Caldwell Counties only.

You may pro-rate overall income & expenses, if you do not account by County.

| Line Items | Last Year | Current Year | Next (Grant) Year |
|---|-----------------------------|---|---|
| INCOME: | | | |
| (Please list income by the appropriate li | ne items for the program fo | r which you are see | king funding) |
| City | 10,000 | 10,000 | 25,000 |
| County | 13,500 | 13,500 | 30,000 |
| other | 25,000 | 25,000 | 8,000 |
| United Way Agencies | 11,000 | 7,500 | 30,000 |
| Foundation | 45,000 | 1,500 | 30,000 |
| Civic | 4,000 | 3,000 | 4,500 |
| Individual | 6,000 | 500 | 2,000 |
| Fundraising | 10,000 | 14,000 | 14,000 |
| corporate | 250 | 6,000 | 4,000 |
| TOTAL INCOME | 124,750 | 81,000 | 147,500 |
| | , , , , , | , | . , , , , , , , , , , , , , , , , , , , |
| EXPENSES: | | | |
| (Please list expenses by the appropriate | line items for the program | for which you are s | seeking funding) |
| Salaries | 45,000 | 48,950 | 51,950 |
| Fringe | 4,000 | 4,000 | 4,000 |
| Other | 2,104 | 3,500 | 30,500 |
| Training | 357 | 357 | 250 |
| Rent facilities | 16,200 | 18,900 | 34,020 |
| Equipment | | | |
| Maintance | | | 75 |
| Utilities and | | | |
| Postage/telephone/communications | 6,040 | 655 | 1,165 |
| Advertising | 0 | 130 | 600 |
| Other | 170 | 170 | 2,700 |
| Insurance Building and other | 4,910 | 1,755 | 1,755 |
| Printing/copy | 100 | 200 | 300 |
| Other contractual services | 2,338 | 1,908 | 3,560 |
| Office Supplies | 1,500 | 1,426 | 500 |
| Janitorial Supplies | 275 | | 75 |
| Food | 195 | | 200 |
| Motor fuel and lubricants | 200 | 300 | 400 |
| Program Supplies | 470 | 1,056 | 3,600 |
| Fundraising Supplies | 1,240 | 302 | 200 |
| Auto | 200 | | |
| Auto Insurance | 3,205 | 3,205 | 2,950 |
| TOTAL EXPENSES | 88,504 | 86,814 | 138,800 |
| Deficit / Surplus | 36,246 | -5,814 | 8,700 |

YSB Board of Directors 2023-2024

| YSB Board Member | - Email | Address | Term | Term2 | Phone | |
|--------------------|-------------------------------|-------------------------|-----------|-------|----------|------|
| Position/Committee | | | Start | End | | |
| | | | | | | |
| Josh Lucquete | joshua.lucquete@yahoo.com | 5616 Kleberg Trail | 22-Oct | | 737-701- | 2274 |
| (President)(LOA) | | Austin, TX. 78747 | | | | |
| | | 1036 Geneva Grove | | | | |
| Shaun R Shaver | shaunshaver@gmail.com | Court | 22-Oct | | 512-720- | 050 |
| (Treasurer) | | San Marcos, TX. 78666 | | | | |
| Melissa Derrick | melissacderrick@gmail.com | 109 Kathryn Cove | 22-Oct | | 512-618- | 1520 |
| (Acting President) | | San Marcos TX 78666 | | | | |
| Miriam Barrientos | mb1398@yahoo.com | 2223 Hazelwood Dr | 22-0ct | | 512-7361 | 1540 |
| (Secretary) | | New Braunfels, Tx 78130 | | | | |
| Drew Keller | drew.lindsey.keller@gmail.com | 906 Clyde Street, | 22-0ct | | 512-557- | 2562 |
| | | San Marcos, Tx 78666 | | | | |
| Casey Cronin | caseytatecronin@gmail.com | 906 Clyde Street, | Dec-22 | | 830-708- | 8983 |
| | | San Marcos, Tx 78666 | | | | |
| | | | | | | |
| | | | | | | |
| Julie Hollar | julie@ysb.org | 2004-B Medical Parkway | , ste.105 | | 512-396- | 5437 |
| Director | | San Marcos, Tx 78666 | | | | |

YSB Board of Directors 2023-2024

| BOARD | | MEETING DATES | | | | | | | | | | | | | |
|------------------------|------------|---------------|------------|---------|-----------|------------|------------|-----------|-----------|-----------|-----------|----------|--|--|--|
| MEMBER | Sep- 24 | 10/25/2023 | 11/14/2023 | Dec-23 | 1/17/2024 | Feb- 24 | Mar- 24 | 4/25/2024 | 5/20/2024 | 6/18/2024 | 7/18/2024 | 8/6/2024 | | | |
| JOSHUA LUCQUETE | LOA | LOA | LOA | | LOA | LOA | LOA | LOA | LOA | LOA | LOA | LOA | | | |
| SHAUN SHAVER | Х | | | | Х | Х | | | | Х | Х | | | | |
| MIRIAM BARRIENTOS | Х | X | X | | Х | Х | Х | Х | Х | Х | Х | | | | |
| MELISSA DERRICK | Х | Х | Х | | Х | PHONE | Х | | Х | Х | | | | | |
| DREW KELLER | Х | ZOOM | Х | | Х | Х | Х | Х | Х | | Х | | | | |
| CASEY CRONIN | Х | NA | NA | | Х | Х | Χ | Х | Χ | | Х | | | | |
| JULIE HOLLAR | Х | Х | Х | | Χ | Х | Χ | Х | Χ | Х | Х | | | | |
| GUEST ATTENDEES | | | | | | | | | | | | | | | |
| Collin Downs | | | | | Х | | | | | | | | | | |
| Celeste Manz | | | | NO | | | | | | | | | | | |
| Shannon West | | | | MEETING | Х | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
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BOARD OF DIRECTORS INTEREST FORM / Criteria

The San Marcos Youth Service Bureau, Inc. (Board) supports the work of the San Marcos Youth Service Bureau (YSB) and provides leadership and strategic governance. Board members are familiar with, oversee and approve all policies of the San Marcos Youth Service Bureau, participate in strategic planning, and stay familiar with YSB's programs and services.

Board member responsibilities include, but are not limited to:

- Leadership, governance, and oversight of San Marcos Youth Service Bureau, Inc.
- Supporting the mission of the YSB and committing to advocating for the agency in the community.
- Developing and implementing the YSB's strategic plan.
- Reviewing outcomes and agreed upon metrics for evaluating the impact of the YSB, and regularly measuring its performance and effectiveness using those metrics.
- Reviewing agendas and supporting materials prior to Board and committee meetings.
- Approving the YSB's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities.
- Shall care for property and funds and refer all legal matters concerning property owned by the Director of Center.
- Contributing to an annual performance evaluation of the Executive Director.
- Recruiting potential Board members to fill vacancies on the Board.
- Ensuring that Board resolutions are carried out.
- Serving on committees or task forces and taking on special assignments.
- Agreeing to respect the dignity and privacy of all persons affiliated with YSB; safeguarding the confidentiality of YSB's clients, staff, and volunteers.
- Complying with the provisions of YSB's Bylaws and working with the board to bring any areas of concern into compliance.

Fundraising/volunteer work

- Board members should consider YSB a philanthropic priority. So that YSB can credibly solicit contributions from foundations, organizations, and individuals, each Board member is expected to make an annual contribution to YSB at a personally meaningful level.
- Board Members are expected to make a good faith effort to support the fundraising goals of San Marcos Youth Service Bureau, which may include among other things, suggesting

- potential donors and contacting some, making calls and sending thank you letters, and actively engaging in planning and attending fundraising activities.
- In addition, Board Members are asked to do volunteer work at or on behalf of the YSB, as the need arises and the schedule permits.

Board terms/participation

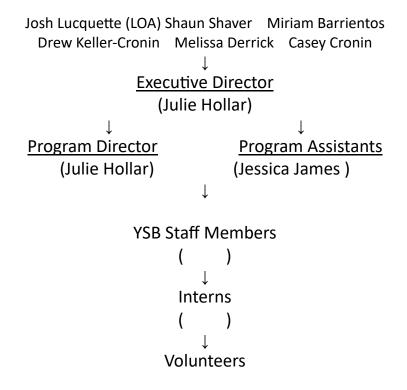
- Board interest forms are accepted at any time. Board Members are elected in October to serve a two-year term and are eligible to serve for two full terms. If there is a vacancy on the board, the Board may choose to elect a replacement board member to complete an unexpired term.
- Board members must meet the Board meeting attendance requirements set forth in the Bylaws, attend an annual workshop and attend committee meetings. Any board member who misses three consecutive meetings without excuse becomes inactive and is eligible for removal from the board with written notice.

Service on the Board is without remuneration, except for administrative support, travel, and accommodation costs in relation to Board Members' duties.

San Marcos Youth Service Bureau - 2023-2024 Organizational Chart

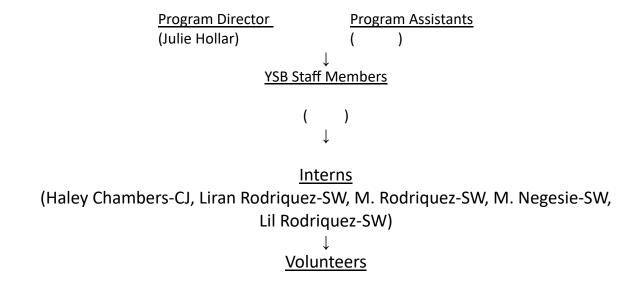
Youth Service Bureau – Organizational Chart Summer 2024

YSB Board of Directors



Youth Service Bureau – Organizational Chart Spring 2024

YSB Board of Directors

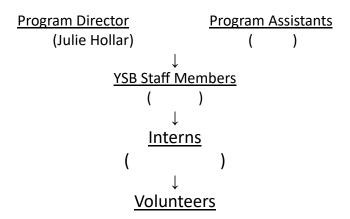


Youth Service Bureau – Organizational Chart Winter 2024

YSB Board of Directors

Josh Lucquette Shaun Shaver Miriam Barrientos Drew Keller-Cronin Melissa Derrick Casey Cronin

Executive Director (Julie Hollar)



Youth Service Bureau – Organizational Chart Fall 2023- CHANGE

YSB Board of Directors- NEW

Josh Lucquette Shaun Shaver Miriam Barrientos Drew Keller-Cronin Melissa Derrick Casey Cronin

Executive Director (Julie Hollar) Program Director (Julie Hollar) (Julie Hollar) YSB Staff Members () Interns (Haley Chambers-CJ) Volunteers

Intern Classifications

CJ= Criminal Justice Major

SW= Social Work Major

990 **990**

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

2022

Department of the Treasury Internal Revenue Service Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

| Α | For the | 2022 calend | dar year, or tax year beginning | Sep | 1, 2022, | and end | ling | Aug | g 31 | , 20 23 | | |
|-----------------------------|--------------|-----------------|---|----------------------|----------------------|--------------|------------------|----------------|--------------------|--------------------------------|--|--|
| В | Check if a | applicable: | C Name of organization San Mark | cos Youth | Service Bu | ureau | ,Inc. | | D Emplo | oyer identification number | | |
| | Address | change | Doing business as | | | | | | 74-21 | 194683 | | |
| | Name cha | ange | Number and street (or P.O. box if m | ail is not delivered | to street address) | | Room/suite | Э | E Telephone number | | | |
| | Initial retu | ırn | 2004 B Medical Park | way | | | | | (512) | 396-5437 | | |
| | Final retur | n/terminated | City or town, state or province, cour | ntry, and ZIP or fo | reign postal code | | | | | | | |
| | Amended | l return | San Marcos, TX 7866 | 56 | | | | | G Gross | receipts \$ 98,972. | | |
| | Application | on pending | F Name and address of principal office | er: | | | H(a) | Is this a grou | up return fo | or subordinates? Yes No | | |
| | | | Julie Hollar, 2004 B Medi | ical Parkway | , San Marcos | , TX 7 | 8666 H(b) | Are all su | bordinate | es included? Yes No | | |
| ı | Tax-exen | npt status: | X 501(c)(3) |) (insert no | o.) 4947(a)(1) or | r 🗌 527 | • | If "No," at | ttach a lis | st. See instructions. | | |
| J | Website: | www.y | sb.org | | | • | H(c) | Group ex | emption | number | | |
| K | Form of o | rganization: 🛚 | Corporation Trust Associatio | n Other | LY | ear of forr | mation: | 1989 | M State | of legal domicile: TX | | |
| P | art I | Summa | r y | | | | | | | | | |
| | 1 | Briefly des | cribe the organization's mission | n or most sigr | nificant activities | s: Provide | e services to | promote 1 | healthy d | levelopment for at risk youth, | | |
| Se | 1 | | 17 | | | | | | | | | |
| an | | - | | | | | | | | | | |
| /err | 2 | Check this | box if the organization disc | continued its | operations or di | isposed | of more | than 25 | % of its | s net assets. | | |
| 9 | 3 | Number of | voting members of the govern | ing body (Par | t VI, line 1a) . | | | | 3 | | | |
| જ | 4 | Number of | independent voting members | of the governi | ing body (Part \ | √I, line 1 | b) | | 4 | | | |
| ies | 5 | Total numb | per of individuals employed in o | calendar year | 2022 (Part V, lir | ne 2a) | | | 5 | | | |
| Activities & Governance | 6 | Total numb | per of volunteers (estimate if ne | ecessary) . | | | | | 6 | 0 | | |
| Ac | 7a | Total unrel | ated business revenue from Pa | art VIII, columr | n (C), line 12 | | | | 7a | 0. | | |
| | b | Net unrelat | ed business taxable income fro | om Form 990- | -T, Part I, line 1 | 1 | | | 7b | 0. | | |
| | | | | rior Year | ' | Current Year | | | | | | |
| ø) | 8 | Contributio | ons and grants (Part VIII, line 1h | 73, | 160. | 97,254. | | | | | | |
| Ž | 1 | | ervice revenue (Part VIII, line 2g | | | | | • | | • | | |
| Revenue | 1 | _ | income (Part VIII, column (A), | | | | | | | | | |
| ď | 1 | | nue (Part VIII, column (A), lines | | | | | | | 1,718. | | |
| | 1 | | ue-add lines 8 through 11 (mu | 73. | 73,160. 98,9 | | | | | | | |
| | | | I similar amounts paid (Part IX, | | | | | , , , | | 2012121 | | |
| | 1 | | aid to or for members (Part IX, | | | | | | | | | |
| s | | - | her compensation, employee be | | - | | | 49. | 644. | 43,480. | | |
| Expenses | | | al fundraising fees (Part IX, col | | | | | | | 10 / 100 / | | |
| per | 1 | | aising expenses (Part IX, colun | | • | ,702. | | | | | | |
| ŭ | 1 | | enses (Part IX, column (A), lines | | | | | 29. | 026. | 29,881. | | |
| | 1 | - | nses. Add lines 13–17 (must ed | | • | | | | 670. | 73,361. | | |
| | 1 | • | ess expenses. Subtract line 18 | • | | • | | | 510. | 25,611. | | |
| es es | | | • | | | | Beginning | g of Curre | | End of Year | | |
| Net Assets or Fund Balances | 20 | Total asset | s (Part X, line 16) | | | | | 6, | 693. | 205,533. | | |
| Ass | 21 | Total liabili | ties (Part X, line 26) | | | | | | 789. | 179,018. | | |
| 돌 | 22 | Net assets | or fund balances. Subtract line | e 21 from line | 20 | | | | 904. | 26,515. | | |
| Pa | art II | Signatu | re Block | | | | 1 | | ' | | | |
| Un | der penalt | ties of perjury | , I declare that I have examined this ret | urn, including acc | companying schedu | les and st | tatements, a | nd to the | best of r | my knowledge and belief, it is | | |
| tru | e, correct, | , and complete | e. Declaration of preparer (other than of | ficer) is based on | all information of w | hich prepa | arer has any | knowled | ge. | | | |
| | | | | | | | | 05/ | /08/2 | 024 | | |
| Sig | gn | Signature of | officer | | | | | Date | | | | |
| He | ere | Jul: | ie Hollar, Executive | Director | | | | | | | | |
| | | | name and title | | | | | | | | | |
| | | Print/Type | preparer's name | Preparer's signatu | re | | Date | | Check [| X if PTIN | | |
| Pa | | Linda | T Gonzalez L | inda T Go | nzalez | | 05/08/ | I | self-emp | | | |
| | epare | Firm's non | | | | | | Firm's | | | | |
| US | e Only | Firm's add | - ~ - | | | X 786 | 66 | | | 12)587-6337 | | |
| Ma | y the IR | | this return with the preparer sh | <u>.</u> | | | | | | . ⊠Yes □ No | | |

| Part | Statement of Program Service Accomplishments Check if Schedule O contains a response or note to any line in this Par | : III | |
|------|---|---------------------------------------|------------|
| 1 | Briefly describe the organization's mission: Provide services to promote healthy development for at ages 11-17 years. | risk youth, | |
| | | | |
| 2 | Did the organization undertake any significant program services during the year prior Form 990 or 990-EZ? | | ☐ Yes ⊠ No |
| 3 | If "Yes," describe these new services on Schedule O. Did the organization cease conducting, or make significant changes in hor services? | | ☐ Yes ⊠ No |
| 4 | If "Yes," describe these changes on Schedule O. Describe the organization's program service accomplishments for each of its the expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the total expenses, and revenue, if any, for each program service reported. | | |
| 4a | (Code:) (Expenses \$ 47,862. including grants of \$ Provide services to promote healthy development for at Ages 11-17 years. | risk youth. | |
| 4b | |) (Revenue \$ |) |
| | | | |
| 4c | (Code:) (Expenses \$including grants of \$ |) (Revenue \$ |) |
| | | | |
| | | | |
| | | | |
| | | | |
| 4d | Other program services (Describe on Schedule O.) (Expenses \$ including grants of \$) (Revenue \$ |) | |
| 4e | <u> </u> | , , , , , , , , , , , , , , , , , , , | |

Part VIII Statement of Revenue

| | | Check if Schedule | Осо | ntains a re | spon | se or note to an | y line in this Pa | art VIII | | |
|---|-------------------|--|---------------------|--------------------------|----------------------------|------------------|----------------------|--|--------------------------------------|--|
| | | | | | | | (A) Total revenue | (B) Related or exempt function revenue | (C) Unrelated business revenue | (D) Revenue excluded from tax under sections 512–514 |
| Contributions, Gifts, Grants, and Other Similar Amounts | 1a b c d | Federated campaig Membership dues Fundraising events Related organization Government grants | ns . | | 1a 1b 1c 1d 1e | | | | | |
| ntributions, d Other Sim | f g | All other contribution and similar amounts no Noncash contribution lines 1a–1f | ot incli ons in | uded above icluded in | 1f 1g | 97,254. | | | | |
| Sol | h | Total. Add lines 1a- | | | | 14 | 97,254. | | | |
| | - " | Totali / taa iii loo Ta | | | • | Business Code | 37,231. | | | |
| Program Service Revenue | 2a b c d | | | | | Business Code | | | | |
| rõ | e | Λ.II. a bla a wa wa a wa a wa a a a | | | | | | | | |
| Д | f | All other program se | | | | | | | | |
| | 3 4 | Investment income other similar amoun | (incl its) . | uding divi | dends | s, interest, and | | | | |
| | 5 | • | | | | na proceduc | | | | |
| | | rioyanioo i i i | <u> </u> | (i) Rea | | (ii) Personal | | | | |
| | 6a | Gross rents | 62 | (1) 1.00 | | () 1 0100114. | | | | |
| | _ | | | | | | | | | |
| | b | Less: rental expenses | | | | | | | | |
| | C | Rental income or (loss) 6c | | | | | | | | |
| | _d | Net rental income or (loss) | | | | | | | | |
| | 7a | Gross amount from sales of assets other than inventory | 7a | (i) Securit | ies | (ii) Other | | | | |
| Revenue | b | Less: cost or other basis and sales expenses . | 7b | | | | | | | |
| ³e√ | С | Gain or (loss) | 7c | | | | | | | |
| _ | d | Net gain or (loss) | | | | | | | | |
| Other | 8a | Gross income from events (not including of contributions rep 1c). See Part IV, line | \$ porte e 18 | d on line | 8a | | | | | |
| | b | Less: direct expens | | | 8b | L | | | | |
| | с 9а | Net income or (loss) from fundraising everage Gross income from gaming activities. See Part IV, line 19 . 9a | | | | nts | | | | |
| | b | Less: direct expens | | | 9b | | | | | |
| | | | | | | 76 | | | | |
| | 10a | Net income or (loss) from gaming activities Gross sales of inventory, less returns and allowances 10a | | | | | | | | |
| | b | Less: cost of goods | sold | | 10b | | | | | |
| | С | Net income or (loss) | | | vento | ory | | | | |
| <u>s</u> | | , | | | | Business Code | | | | |
| Miscellaneous Revenue | 11a b | Other income | | | | 900099 | 1,718. | 1,718. | 0. | 0. |
| eve | С | | | | | | | | | |
| lisc R | d | All other revenue | | | | | | | | |
| 2 | е | Total. Add lines 11a | a-11c | <u>1</u> . | | | 1,718. | | | |
| | 12 | Total revenue. See | | | | | 98,972. | 1,718. | 0. | 0. |

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A). Check if Schedule O contains a response or note to any line in this Part IX . . . (**D**) Fundraising expenses (B) Program service expenses Do not include amounts reported on lines 6b. 7b. (A) Total expenses Management and general expenses 8b. 9b. and 10b of Part VIII. Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 Grants and other assistance to domestic 2 individuals. See Part IV, line 22 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16 Benefits paid to or for members Compensation of current officers, directors, trustees, and key employees 6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) . . . Other salaries and wages 37,899. 28,424. 7,580. 1,895. Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions) Other employee benefits 9 10 Payroll taxes 5,581. 4,186. 1,116. 279. 11 Fees for services (nonemployees): Management Legal 4,538. 0. 4,538. 0. Lobbying Professional fundraising services. See Part IV, line 17 Investment management fees Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O.) . 12 Advertising and promotion 162. 162. 0. 13 5,012. 2,300. 2,712. 0. Office expenses 14 Information technology 15 8,130. 1,626. Occupancy 6,504. 16 0. 3,665. 3,665. 17 0. 0. 18 Payments of travel or entertainment expenses for any federal, state, or local public officials 19 Conferences, conventions, and meetings . 20 21 Payments to affiliates 22 Depreciation, depletion, and amortization . 23 1,507. 0. 1,507. 0. Other expenses. Itemize expenses not covered 24 above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.) 1,943. Telecommunications 0. 1,943. 0. 2,621. 2,621. 0. 0. Program expenses 0. 528. С Event expenses 528. 0. Repairs 910. 0. 910. 0. All other expenses 865. 0. 865. 0. 25 **Total functional expenses.** Add lines 1 through 24e 73,361. 47,862. 22,797. 2,702. Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here [if following SOP 98-2 (ASC 958-720)

Part X Balance Sheet

| | | Check if Schedule O contains a response or note to any line in this Par | tX | | 🗆 |
|-----------------------------|----------|---|---------------------------------|----------|-----------------------|
| | | | (A) Beginning of year | | (B) End of year |
| | 1 | Cash—non-interest-bearing | 6,693. | 1 | 26,015. |
| | 2 | Savings and temporary cash investments | | 2 | |
| | 3 | Pledges and grants receivable, net | | 3 | |
| | 4 | Accounts receivable, net | | 4 | 500. |
| | 5 | Loans and other receivables from any current or former officer, director, | | | |
| | | trustee, key employee, creator or founder, substantial contributor, or 35% | | | |
| | | controlled entity or family member of any of these persons | | 5 | |
| | 6 | Loans and other receivables from other disqualified persons (as defined | | | |
| | | under section 4958(f)(1)), and persons described in section 4958(c)(3)(B) | | 6 | |
| ţ | 7 | Notes and loans receivable, net | | 7 | |
| Assets | 8 | Inventories for sale or use | | 8 | |
| Ä | 9 | Prepaid expenses and deferred charges | | 9 | |
| | 10a | Land, buildings, and equipment: cost or other | | | |
| | | basis. Complete Part VI of Schedule D 10a | | | |
| | b | Less: accumulated depreciation 10b | | 10c | |
| | 11 | Investments—publicly traded securities | | 11 | |
| | 12 | Investments—other securities. See Part IV, line 11 | | 12 | |
| | 13 | Investments—program-related. See Part IV, line 11 | | 13 | |
| | 14 | Intangible assets | | 14 | |
| | 15 | Other assets. See Part IV, line 11 | | 15 | 179,018. |
| | 16 | Total assets. Add lines 1 through 15 (must equal line 33) | 6,693. | 16 | 205,533. |
| | 17 | Accounts payable and accrued expenses | 5,789. | 17 | |
| | 18 | Grants payable | | 18 19 | |
| | 19 | Deferred revenue | | 20 | |
| | 20 21 | Tax-exempt bond liabilities | | 21 | |
| " | 22 | Loans and other payables to any current or former officer, director, | | 21 | |
| Ę. | | trustee, key employee, creator or founder, substantial contributor, or 35% | | | |
| Liabilities | | controlled entity or family member of any of these persons | | 22 | |
| Ľ | 23 | Secured mortgages and notes payable to unrelated third parties | | 23 | |
| | 24 | Unsecured notes and loans payable to unrelated third parties | | 24 | |
| | 25 | Other liabilities (including federal income tax, payables to related third | | | |
| | | parties, and other liabilities not included on lines 17-24). Complete Part X | | | |
| | | of Schedule D | | 25 | 179,018. |
| | 26 | Total liabilities. Add lines 17 through 25 | 5,789. | 26 | 179,018. |
| Net Assets or Fund Balances | | Organizations that follow FASB ASC 958, check here 🖂 and complete lines 27, 28, 32, and 33. | | | |
| <u>a</u> n | 27 | Net assets without donor restrictions | 904. | 27 | 26,515. |
| Ba | 28 | Net assets with donor restrictions | JU4. | 28 | 20,313. |
| p | | Organizations that do not follow FASB ASC 958, check here | | 20 | |
| Ī | | and complete lines 29 through 33. | | | |
| ō | 29 | Capital stock or trust principal, or current funds | | 29 | |
| ets | 30 | Paid-in or capital surplus, or land, building, or equipment fund | | 30 | |
| ٩ss | 31 | Retained earnings, endowment, accumulated income, or other funds . | | 31 | |
| et, | 32 | Total net assets or fund balances | 904. | 32 | 26,515. |
| z | 33 | Total liabilities and net assets/fund balances | 6,693. | 33 | 205,533. |
| | | PE\/ 05/17/23 PPO | | | Form 990 (2022 |

Form 990 (2022) Page **12**

| Part | XI Reconciliation of Net Assets | | | - | | | | |
|------|--|------|----|------|----------|--|--|--|
| | Check if Schedule O contains a response or note to any line in this Part XI | | | | | | | |
| 1 | Total revenue (must equal Part VIII, column (A), line 12) | | | 98,9 | 72. | | | |
| 2 | Total expenses (must equal Part IX, column (A), line 25) | | | 73,3 | 61. | | | |
| 3 | Revenue less expenses. Subtract line 2 from line 1 | | : | 25,6 | 11. | | | |
| 4 | Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A)) 4 | | | 9 | 04. | | | |
| 5 | Net unrealized gains (losses) on investments | | | | | | | |
| 6 | Donated services and use of facilities | | | | | | | |
| 7 | Investment expenses | | | | | | | |
| 8 | Prior period adjustments | | | | | | | |
| 9 | Other changes in net assets or fund balances (explain on Schedule O) 9 | | | | | | | |
| 10 | Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line | | | | | | | |
| | 32, column (B)) | | : | 26,5 | 15. | | | |
| Part | XII Financial Statements and Reporting | | | | | | | |
| | Check if Schedule O contains a response or note to any line in this Part XII | | | | | | | |
| | | _ | | Yes | No | | | |
| 1 | Accounting method used to prepare the Form 990: X Cash Accrual Other | _ | | | | | | |
| | If the organization changed its method of accounting from a prior year or checked "Other," explain Schedule O. | on | | | | | | |
| | | | | | | | | |
| 2a | | | 2a | × | | | | |
| | If "Yes," check a box below to indicate whether the financial statements for the year were compiled | or | | | | | | |
| | reviewed on a separate basis, consolidated basis, or both: | | | | | | | |
| | ☒ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis | | | | | | | |
| b | Were the organization's financial statements audited by an independent accountant? | · _ | 2b | | × | | | |
| | If "Yes," check a box below to indicate whether the financial statements for the year were audited of separate basis, consolidated basis, or both: | n a | | | | | | |
| | | | | | | | | |
| • | Separate basis Consolidated basis Both consolidated and separate basis | t of | | | | | | |
| C | c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? . | | | | | | | |
| | If the organization changed either its oversight process or selection process during the tax year, explain on | | | | | | | |
| | Schedule O. | 011 | | | | | | |
| 32 | As a result of a federal award, was the organization required to undergo an audit or audits as set forth in | the | | | | | | |
| Ja | Uniform Guidance, 2 C.F.R. Part 200, Subpart F? | | | | | | | |
| b | If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo | | 3a | | <u>×</u> | | | |
| | required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits | | 3b | | | | | |
| | , and the second | | | | (0000) | | | |

REV 05/17/23 PRO Form **990** (2022)

NON-DISCRIMINATION POLICY STATEMENT

Please add your organization's non-discrimination policy statement below using the appropriate font size that will keep this document to 1 page.

NON-DISCRIMINATION POLICY STATEMENT

The YSB will not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap, or national origin. All decisions regarding hiring and promotion will be made based on individual qualifications related to the requirements of the position.

YSB will take affirmative action to ensure that applicants are employed, and related during their employment, without regard to their race, religion, color, sex, age, handicap, or national origin.

Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other compensation, and selection of training.

YSB shall ensure that no person or group of persons is restricted from receiving the same services or the same quality of services available to others.

Independent Accountant's Review Report

San Marcos Youth Service Bureau Financial Statements For the Year Ended August 31, 2023

San Marcos Youth Service Bureau

Table of Contents

| Independent Accountant's Review Report | |
|--|--|
| Financial Statements Statement of Financial Position | |
| Statement of Activities | |
| Statement of Functional Expenses | |
| Statement of Cash Flows5 | |
| Notes to Financial Statements6-9 | |



Independent Accountant's Review Report

To the Board of Directors of San Marcos Youth Service Bureau

I have reviewed the accompanying financial statements of San Marcos Youth Service Bureau, (a nonprofit organization), which comprise the statement of financial position as of August 31, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of entity management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

Management's Responsibility for the Financial Statements

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

Accountant's Responsibility

My responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion.

I am required to be independent of San Marcos Youth Service Bureau and to meet my other ethical responsibilities, in accordance with the relevant ethical requirements related to my review.

Accountant's Conclusion

Levile Tengge Jangel, CPA

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

San Marcos, Texas

April 22, 2024

San Marcos Youth Service Bureau Statement of Financial Position August 31, 2023

| Assets | | |
|--------------------------------------|-------|---------|
| Current Assets | | |
| Cash and cash equivalents | \$ | 26,015 |
| Accounts receivable | | 500 |
| Total Current Assets | | 26,515 |
| Other assets-right of use lease | | 179,018 |
| Total Assets | \$ | 205,533 |
| | | |
| Liabilities and Net As | ssets | |
| Current Liabilities | | |
| Lease liability-current portion | \$ | 32,400 |
| Total Current Liabilities | | 32,400 |
| Long-Term Liabilities | | |
| Lease liability less current portion | | 146,618 |
| Total Long-Term Liabilities | | 146,618 |
| Total Liabilities | \$ | 179,018 |
| Net Assets | | |
| Without donor restrictions | | 26,515 |
| Total Net Assets | | 26,515 |
| Total Liabilities and Net Assets | \$ | 205,533 |

San Marcos Youth Service Bureau Statement of Activities For the Year Ended August 31, 2023

| | Witho | ut Donor | onor With Donor | | |
|---------------------------------------|-------|----------|-----------------|-----------|--------------|
| | Rest | rictions | Res | trictions | Total |
| Support and Revenue | | | | | |
| Contributions | \$ | 12,930 | \$ | 1,020 | \$ 13,950 |
| Grants | | 63,092 | | 2,978 | 66,070 |
| Fundraising | | 17,234 | | - | 17,234 |
| Other income | | 1,718 | | - | 1,718 |
| Total Support and Revenue | | 94,974 | | 3,998 | 98,972 |
| Net assets released from restrictions | | | | | |
| Restrictions Satisfied by Payment | | 3,998 | | (3,998) | |
| Total support and revenue | | 98,972 | | - | 98,972 |
| Expenses | | | | | |
| Program services | | 47,862 | | - | 47,862 |
| Supporting services | | | | | |
| Management and general | | 22,797 | | - | 22,797 |
| Fundraising | | 2,702 | | - | 2,702 |
| Total Expenses | | 73,361 | | - | 73,361 |
| | | | | | |
| Change in Net Assets | | 25,611 | | - | 25,611 |
| Net Assets, Beginning of Year | | 904 | | - | 904 |
| Net Assets, End of Year | \$ | 26,515 | \$ | - | \$ 26,515 |

San Marcos Youth Service Bureau Statement of Functional Expenses For the Year Ended August 31, 2023

| | | Supporting Services | | | | Total | | |
|---------------------|--------------|---------------------|--------|-------------|-------|----------|--------|--------------|
| | Program | Management | | | Su | pporting | | |
| | Services | and General | | Fundraising | | Services | | Total |
| Personnel expenses | \$ 32,610 | \$ | 8,696 | \$ | 2,174 | \$ | 10,870 | \$ 43,480 |
| Liability insurance | - | | 1,507 | | - | | 1,507 | 1,507 |
| Contract sevices | - | | 4,538 | | - | | 4,538 | 4,538 |
| Auto expenses | 3,665 | | - | | - | | - | 3,665 |
| Telecommunications | - | | 1,943 | | - | | 1,943 | 1,943 |
| Moving expenses | - | | 865 | | - | | 865 | 865 |
| Occupancy | 6,504 | | 1,626 | | - | | 1,626 | 8,130 |
| Program expenses | 2,621 | | - | | - | | - | 2,621 |
| Office supplies | 2,300 | | 2,712 | | - | | 2,712 | 5,012 |
| Repairs | - | | 910 | | | | 910 | 910 |
| Event expenses | - | | - | | 528 | | 528 | 528 |
| Advertising | 162 | | - | | - | | - | 162 |
| | \$ 47,862 | \$ | 22,797 | \$ | 2,702 | \$ | 25,499 | \$ 73,361 |

SAN MARCOS YOUTH SERVICE BUREAU STATEMENT OF CASH FLOWS FOR THE YEAR ENDED AUGUST 31, 2023

| Cash Flows from Operating Activities | |
|--|--------------|
| Change in net assets | \$ 25,611 |
| Adjustments to reconcile change in net assets to net | |
| cash provided (used) by operating activities: | |
| Increase in accounts receivable | (500) |
| Decrease in accounts payable | (5,789) |
| Increase non-cash operating lease expense | (179,018) |
| Increase in lease liability | 179,018 |
| Net Cash Provided from Operating Activities | 19,322 |
| | |
| Net Increase In Cash and Cash Equivalents | 19,322 |
| Cash and Cash Equivalents at Beginning of Year | 6,693 |
| Cash and Cash Equivalents at End of Year | \$ 26,015 |

Note A - Organization and Summary of Significant Accounting Policies

Organization

San Marcos Youth Service Bureau, Inc., was incorporated in 1979 to provide services designed to promote healthy youth development for at-risk youth ages 11-17. Major activities are funded primarly through grants and contributions. The organization provides a comprehensive after school and summer program including tutoring, life-skills education and other activities.

Basis of accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP). Net assets, support and revenues, and expenses are classified based on the existence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Without Donor Restrictions: Net assets without donor restrictions are available for use in general operations and not subject to donor restrictions. Grants and contributions gifted for recurring programs are generally not considered to verify the disbursement matches the intent. Assets restricted solely through the action of the Board are reported as net assets without donor restrictions, board designated.

With Donor Restriction: Net assets with donor restrictions are subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Donor imposed restrictions are released when the restriction expires, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity.

Revenue Recognition

The organization recognizes contributions when cash, securities or other assets; an unconditional promise to give; or a notification of a beneficial interest is received. Conditional promises to give, contributions with a measurable performance or other barrier and a right of return, are not recognized until the conditions on which they depend have been met.

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. All other donor restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of restriction. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Note A - Organization and Summary of Significant Accounting Policies-continued

Accounting for Contributions

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

Revenue and support

The organization receives the majority of its revenues from grants and individual contributions.

Gifts-in-kind contributions

San Marcos Youth Service Bureau benefits from personal services provided by a number of volunteers. Those volunteers have donated significant amounts of time and services to the organization's program operations. However, these contributed services do not meet the critereia for recognition in the financial statements.

Cash and cash equivalents

For purposes of the statements of cash flows, the organization considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents. As of August 31, 2023, the organization's cash and cash equivalents totaled \$26,015.

Fair Value Measurements

The organization 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.

The organization's current assets and liabilities are presented in the statement of financial position are Level 1. The organization 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.

Note A - Organization and Summary of Significant Accounting Policies-continued

Expense Recognition and Allocation

The costs of providing the services and other activities of the organization have been summarized on a functional basis in the statement of revenue, expenses and changes in net assets-cash basis. Accordingly, certain costs have been allocated among the programs and supporting services benefited. These expenses require allocation on a reasonable basis that is consistently applied.

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 organization's management evaluates the estimates and assumptions based upon historical experience and various other factors and circumstances. The organization's management believes that the estimates and assumptions are reasonable in the circumstances; however, the actual results could differ from those estimates.

Advertising

Advertising cost are expensed as incurred. Advertising cost for the year ended toataled \$162 and are included in program expense in the accompanying statement of activities.

Property and Equipment

San Marcos Youth Service Bureau's property and equipment greater than \$1,000 are capitalized, and items less than \$1,000 are expensed in period purchased. Property and equipment are recoreded at cost at date of acquisition or fair value at date of donation in the case of gifts. As of August 31, 2023, San Marcos Youth Services Bureau reported net zero in property and equipment. The organization's property and equipment is fully depreciated.

Tax Status

The organization 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.

Leases

In February 2016, the Financial Accounting Standards Board (FASB) issued a new accounting pronouncement regarding lease accounting for reporting periods beginning after December 15, 2021. A lessee will be required to recognize on the statement of financial position the assets and liabilities for leases with lease terms of more than twelve months. Management has evaluated the effect of this pronouncement this pronouncement and has reported its lease obligations and related assets on the statement of financial position.

Note A - Organization and Summary of Significant Accounting Policies-continued

Subsequent events

The organization has evaluated subsequent events through April 22, 2024, which is the date the financial statements were available to be issued and has determined that ther are no additional adjustments and/or disclosures required.

Note B - Leases

In July 2023, the organization entered into a 5 year lease agreement for office and facility space. Total monthly lease cost for the first year was \$2,700 per month. Total lease expenses for the year ended totaled \$8,130. Future minimum rental payments are as follows:

| For the year ending August 31 | | | | |
|-------------------------------|----|---------|--|--|
| 2024 | \$ | 32,400 | | |
| 2025 | | 34,020 | | |
| 2026 | | 35,709 | | |
| 2027 | | 37,507 | | |
| 2028 | | 39,382 | | |
| | \$ | 179,018 | | |

Note C - Liquidity and Availability of Financial Resources

The following reflects the organization's financial assets as of the financial position date, reduced by amounts not available for general use due to donor-stipulated restrictions.

| | | 2023 | |
|---|----|--------|--|
| Cash and cash equivalents | \$ | 26,015 | |
| Accounts receivable | | 500 | |
| Total financial assets | | 26,515 | |
| Less donor restrictions | | _ | |
| Financial assets available to meet cash | | | |
| needs for expenditures within one year | \$ | 26,515 | |

The organization's primary sources of cash flows are contributions from individuals and organizations' grants. These revenue sources provide a consistent inflow of cash throughout the year.



The rising STAR of Texas

July 2, 2024

Jessica L. James, M.A.

Texas State University
School of Journalism and Mass Communication
Senior Lecturer and SPJ Advisor
Jlj138@txstate.edu

To Whom It May Concern:

I would like to take this opportunity to submit a letter of support for the San Marcos Youth Service Bureau (YSB). Since its inception in 1975, the non-profit organization has continued to be integral in the development of the city's youngest populations. Group leaders are committed to offering programs and experiences that cater to young adults from all walks of life. The goal of the organization is to empower and inspire future leaders for tomorrow, and I have seen firsthand the enthusiasm from both leaders and campers in achieving this mission. I have no doubt with this funding, attendees will blossom into their full potential, laying the groundwork for future success stories.

Over the summer, I had the opportunity to participate in swimming days, arts and crafts, visit senior homes and go bowling. Being able to offer love and support for people who may not get that kind of attention at home is a special part of my own story. Working at YSB is the highlight of my day, and as a university professor, being able to extend additional care and encouragement to younger populations makes my job even more rewarding. I feel that we are stronger when we stand together, and giving my time to a cause like YSB has been a privilege I hope to continue.

I unequivocally support the mission of YSB, the program directors, and the future development of the group for the success of the San Marcos community. Please continue to fund this wonderful organization so our city can groom future generations of helpers, who will see their purpose through the eyes of others.

Please feel free to contact me with any questions.

Sincercly,

Jessica L. James

Jenica L. James

SCHOOL OF JOURNALISM AND MASS COMMUNICATION
601 University Drive | San Marcos, Texas 78666
512-245-3116 | www.txstate.edu

This letter is an electronic communication from Texas State University.



211 Lee Street, San Marcos, TX 78666

Those alternative programs under school districts or government entities are at the mercy of larger constituencies that may shift priorities depending on a myriad of factors, including politics.

NGOs and their funding umbrellas, often end up competing against each other for limited grant funds that are also evaluated, in large part, by numbers-served criteria and, indirectly may be influenced by the same political shifts.

Unlike sports teams that can 'proof their pudding' by winning games, the successes of alternative programs are generally subtle and long term. And the potential for burnout —not from the participant youths, but from the stresses of financial survival — are extreme. Providing a "home" for the programs, of course, is paramount, and increasingly expensive. (Ironically, the more youth you bring into your program, the more space you need, of course.)

YSB has been amazingly resilient in finding and adapting to available space, but it gets harder—and seems that after all these years they should deserve a forever home!

After first starting to write this letter of reference for YSB last weekend, my train of thought was abruptly overwhelmed by the horrific news of Saturday's assassination attempt. While relieved that it was not successful and grieved that there had been a fatality and two other attendees critically injured, my attention turned to the unfolding profiling of the suspect—who had also been killed. Yet another young "quiet" "smart" "loner", who had tragically traded in his life for the postmortem "Identity" of "Shooter".

Official responses, of course, found blame and future "protection" in MORE \$ for armed SECURITY. There is never a mention of providing more funding for programs that provide "identity' security in belonging and arms of acceptance.

I do not have the current statistics to enter here, but I will never forget an inspiring presentation by a Target executive who spoke at a Texas Commission on the Arts Conference decades ago about the positive social benefits of after school and summer programs for at risk youth and the 10 times greater funding of youth incarceration than support for these programs. If I had my wish, we would be funding at least 10 times as many alternative programs like YSB with gratitude and fully adequate support.

In the end the numbers should not be the defining criteria, because each and every "alternative" youth deserves to BE who they are and BELONG!

Sincerely,

Linda Kelsey-Jones, ArtSpace Coordinator Centro Cultural Hispano de San Marco



211 Lee Street, San Marcos, TX 78666

July 19, 2024

To Whom it May Concern,

As a nearly 30 year organizer of ArtSpace —a free art program for children of all ages and backgrounds--I have had the pleasure of collaborating with most of the alternative youth programs in San Marcos — Crossroads, Lamar Rebound Alternative School, The Hays County Juvenile Detention Center, The Greater San Marcos Youth Council, Centro Cultural Hispano de San Marcos, Girls Like Us, and the Youth Service Bureau.

These programs all provide alternative environments and supportive intervention programming for youth who have been facing extra challenges that put them "at risk" in one way or another. They strive to offer positive role models, opportunities for constructive engagement with the community, and activities that boost self-esteem and broaden horizons.

The best alternative programs are preventive – helping to prevent damage in the first place, by welcoming and valuing youth whose personalities, interests, life experiences, goals and/or values do not draw them into the most commonly available after school or summer programs, such as sports or organized groups.

Some of these programs are institutionally organized and have rotating and/or temporary staff and are also subject to oversight by higher authorities with shifting (political) values and priorities.

The best alternative programs, in my opinion, more often resemble a successful blended family model with consistent caring adults providing a place in which each youth is uniquely identified and appreciated. A place that is safe to BE oneself, in which unconditional acceptance, kindness and authenticity are modeled, and authenticity is valued. Even in the institutional contexts, there are dedicated individuals who have been at the Heart of successful programs over a reliably long period of time.

The Youth Service Bureau, in my experience, is one of the best of the best because of its central figure, Julie Hollar, who has been reliably working to keep it going for 20 years. As they say, "People like Julie don't grow on trees!" Humble, REAL, and unconditionally loving, she is a true gem and her staff, like her, provide great examples for the youth.

All of these programs are constantly dealing with funding insecurity and consuming paperwork that boils down to \$-to numbers-served ratios.



12/13/2023

To whom it may concern,

I am writing this letter of support for the Youth Service Bureau (YSB), which has been instrumental in providing valuable education and hands-on experience for its participants. Over several years, YSB has regularly volunteered at the San Marcos Discovery Center caring for demonstration garden beds, installing new plantings, and assisting with beautification projects for the community to enjoy.

YSB's commitment to empowering the youth of San Marcos through community volunteerism is commendable. The program's volunteer work instills strong work ethic, environmental stewardship, and a sense of community pride. These values develop personal growth of the participants while also enhancing the community gardens that provide habitat for wildlife.

Program leaders provide guidance, encouragement, and mentorship to the youth participants. Supporting programs like YSB is crucial for the overall well-being of our community as it focuses on building positive socialization skills of the youth of San Marcos.

I fully support YSB's mission and am confident that with ongoing support, this program will continue to thrive and make a lasting impact in the lives of young individuals and in the community.

Sincerely,

Eric Weeks

Discovery Center Manager | Parks and Recreation 430 Riverside Dr., San Marcos, TX 78666 512.393.8325

In Support of the Youth Service Bureau

I am very pleased Julie Hollar, Executive Director of the San Marcos Youth Service Bureau, asked if I could support her grant request ...and I can whole-heartedly.

Since the beginning of the year, Julie has been bringing up to five young women to LifeLong Learning's Line Dancing class held on Tuesdays from 5:00 to 6:00pm. The majority of our other "dancers" are adult women.

I have observed as well as noted by the other participants and instructor how having the young women join in has enlivened and brightened up the classes.

Perhaps this intergenerational class has become a lovely example of the blend of camaraderie and competition compelling each to try a bit harder.

I commend Julie's creativeness and dedication to the youth she serves. Oh...Julie not only chaperones, but also participates!

Marianne Reese, PHD Founder & Director LifeLong Learning-San Marcos To whom it may concern,

For the entirety of the spring 2024 semester, I had my agency placement for my social work course at the Youth Services Bureau. My time at this organization was wonderful, and allowed me to deepen my social work connections, gain volunteer experience with adolescents, and truly see the benefits of this organization. Youth Services Bureau has impacted its clients and their families by strengthening their professional, academic, and people skills. Creating and opening a safe space to the youth of San Marcos will continue to allow us to shape them into contributing members of this city and society as a whole.

Despite us being a smaller organization, we use all our tools to meet the emotional and physical needs of the children we serve. My time here has helped me grow and feel comfortable working with and mentoring youth, as YSB not only serves our clients but criminal justice and social work students at Texas State University. As they continue to grow, please consider them for future grants to help keep the San Marcos youth and Texas State students involved in growing professionally and academically.

Respectfully,

Lilyanna Gonzalez



YSB

A year of discovery and exploration!

The Mission of the San Marcos Youth Service Bureau, Inc. is

To <u>empower</u> the youth of San Marcos and Hays County communities to become contributing members of society as adults.

YSB wants youth members to be able to visualize a future for themselves!

Just a year ago in August YSB found a new location!

YSB has experienced many "FIRSTS",

And so have our youth.



First-time to volunteer in the community!



Their first-time...



First-time...



to pet a horse!

First-time...



To touch a snake!

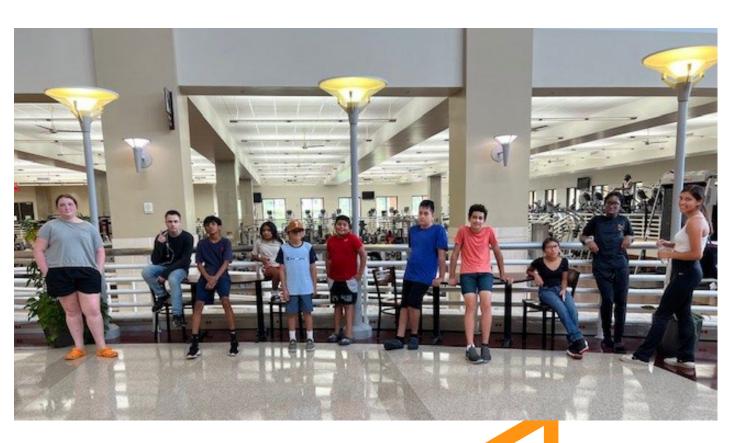


First-time....



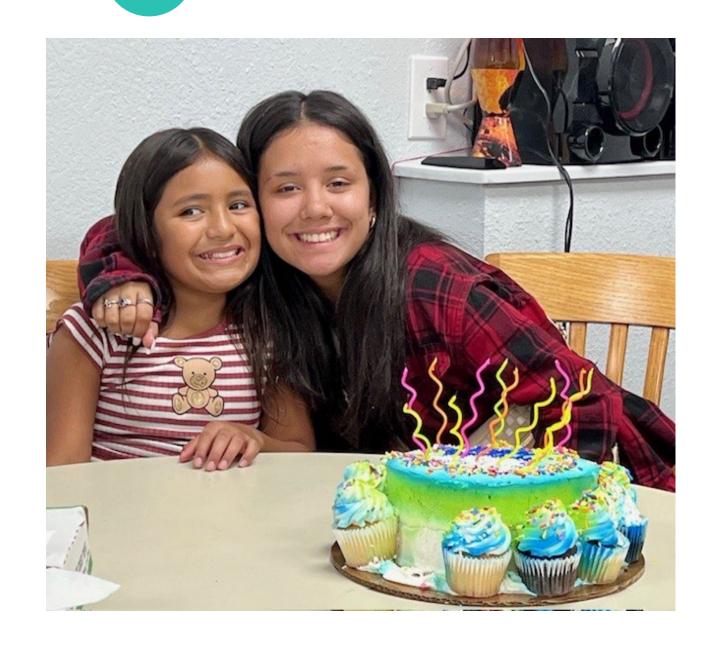
To go to

Texas State!



First-time...

to celebrate a birthday with friends!



Their first-time...



To explore new places!



Their first-time... to take art lessons!





Their first time...to have a mentor!





Thank you for enriching the lives of the San Marcos youth!

Julie Hollar 512-396-KIDS julie@ysb.org www.ysb.org





