Dear friend in Christ:

The Most Holy Rosary Conference of the Society of St. Vincent de Paul wants to help you in your need. Unfortunately, we get a lot more requests than we have the resources to help. Therefore prior to assisting any family we ask them to fill out a simple budget form which helps us determine what are your greatest need areas and how to best assist you.

1) Please fill out the information on both sides of this form. It should reflect everyone living at the residence.
2) Collect all applicable bills, lease agreements and tax statements to support the numbers that you entered.
3) Call us at (925)757-0941 and leave a message on our phone that you are ready for a home visit. Unfortunately, due to high demand and us being a very small organization of volunteers we may not be able to meet with you for several weeks. We will be calling from a blocked number so make sure that your phone will accept it.

Thank you,
Holy Rosary Conference of the Society of St. Vincent de Paul

**IF YOU ARE REQUESTING HELP WITH YOUR PG&E BILL**

1) Have you discussed your problem with Reach and LIHEAP?____
2) Are you on the CARE program?_____ 
3) Are you eligible for a Medical Baseline Allowance?____
4) Are you on the FERA program?____
5) Have you talked to PG&E about a payment plan?_____ If your bill is more than several hundred dollars we may not be able to pay the entire bill. Unless PG&E will take a partial payment and put you on a payment plan or you can come up with the rest of the money we will not pay the bill. No use paying PG&E when they are going to shut off your power if the entire bill is not paid.

**IF YOU ARE REQUESTING HELP WITH RENT OR A DEPOSIT**

All of our money is donations from the parishioners at the two Catholic churches in Antioch. We do not have enough money to pay a full month’s rent or a deposit. We only pay if the landlord agrees that with the money that we are contributing that the landlord will not evict or will allow you to move in. Therefore, it is best to discuss this with the landlord prior to us visiting you and find out the minimum amount of deposit the landlord will take and allow you to move in. If renting, find out the minimum the landlord will take for this month and if you can pay the rest over the next several months

PLEASE BE PREPARED TO EXPLAIN TO US HOW YOU WILL BE ABLE TO PAY YOUR RENT OR PG&E GOING FORWARD IF WE PAY IT THIS TIME.

PLEASE HAVE A PLAN FOR SETTING ASIDE SOME MONEY IN SAVINGS IN CASE YOU HIT A BUMP IN THE ROAD IN THE FUTURE.

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