



First 5 Commission of San Diego
FY 2011-12 Operating Budget
 Second Draft - Finance Committee

ITEM 6 - 1

Description		Requested FY 2011-12 Budget	Prior-Year Encumbrances for FY 2011-12	FY 2011-12 Operating Budget (= C + E)	Budget Notes
7	Salaries & Benefits	\$ 2,280,149		\$ 2,280,149	Staff (22.7 FTEs)
8	HHSa Burden	342,022		\$342,022	Overhead charge (15% of labor)
9	Total labor costs per IA	2,622,171		2,622,171	
12	Services & Supplies				
13	Cellular Phone Use	3,156		3,156	Cell phone service
14	Insurance	6,948		6,948	Prop10 Insurance
15	Memberships	46,951		46,951	State Assoc. & others
16	Transit Saver Pass	800		800	Transportation passes
17	Office Expense	18,000		18,000	Consumable supplies
18	Postage	3,100		3,100	Postage / delivery services
19	Printing	5,200		5,200	Various printing services
20	Special Expenses	90,000		90,000	Community Education
21	County Counsel	30,000		30,000	County Counsel
22	Specialized Services Contracts	1,786,400	-	1,786,400	Evaluation , Specialists, Planning
23	Copy Equipment Rental	10,412		10,412	Copy machine lease
24	Postage Meter Rental	1,100		1,100	Postage meter rental
25	Rents & Leases Structures	172,264		172,264	Office lease
26	Books and Subscriptions	1,000		1,000	Resource library
27	Minor Equipment	2,500		2,500	Office chairs, desks & other equip.
28	Out of County Travel (Transportation/Lodging)	14,025		14,025	Staff meetings & conferences
29	Local Community Forums & Staff Development	6,500		6,500	Local community meetings
30	Staff Mileage	5,795		5,795	Mileage reimbursement
31	Out of County Training/Registration	1,930		1,930	Training registration
32	Utilities	11,794		11,794	Gas & Electricity
33	Purchasing & Contracting	24,000		24,000	Procurement services
34	Facilities Management (General Services)	4,772		4,772	Services for building lease
35	Network Services (IT contract)	56,816		56,816	Phone/voice mail, network services
36	Data Center Services (IT contract)	3,145		3,145	Email service
37	Desktop Computing (IT contract)	38,771		38,771	PC's & printers / chargeback
38	Catalog Items (IT contract)	2,500		2,500	IT products
39	Total Services and Supplies	\$ 2,347,879	\$ -	\$ 2,347,879	
41	Total Operating Expenses	\$ 4,970,050	\$ -	\$ 4,970,050	
43	Contributions to Community Projects	\$ 54,084,398	\$ 7,336,474	\$ 61,420,872	
45	TOTAL Operating Budget	\$ 59,054,448	\$ 7,336,474	\$ 66,390,922	
47	Detail follows on Pages 2 – 3		Note: Excludes encumbrances for future years		
49	Admin Rate = Operating Expenses (less Evaluation) = F41: \$4,970,050 - (H94: \$1,215,000 + H98: \$285,000) Total Operating Budget F45: \$66,390,922				PROJECTED ADMIN RATE: 5.23%
52	REVENUE				
53	Prop 10 - Tobacco Tax			\$ 31,182,229	Based on 10-Year Plan
54	First 5 California - Power of Preschool			2,860,000	State match based on expenses
55	First 5 California - CARES Plus			150,000	Based on planning expenses
56	The California Endowment - Community Water Fluoridation Grant			125,000	Fluoridation capital and O&M
57	Transfer from Sustainability Fund			32,073,693	Transfer from Sustainability Fund
58	TOTAL REVENUE			\$ 66,390,922	

The Commission's vision is that all the children ages 0 through 5 are healthy, are loved and nurtured, and enter school as active learners.

	A	B	C	D	E	F	G	H
60	Budget Expense Detail by Line Item							
61								<i>Total Budget</i>
62	52995 Internal Agreement	Commission staff salaries & benefits (22.7 FTE's)					\$	2,280,149
63	(Labor costs paid to County of San Diego - HHSA)	Burden (15%)					\$	342,022
64		Total Labor Costs						<i>(9.3% increase)</i>
65						\$	2,622,171	
66	52068 Cellular Phone Use	Service for cell phones and broadband cards						<i>(no change)</i>
67						\$	3,156	
68	52132 Insurance	Crime Bond Insurance						<i>(2.5% increase for inflation)</i>
69		Special Liability Insurance						<i>(25.0% decrease)</i>
70		Special Property Insurance						<i>(2.5% increase for inflation)</i>
71		Total Insurance:						<i>(19.4% net decrease)</i>
72						\$	6,948	
73	52270 Memberships	Prop 10 State Association						<i>(No change)</i>
74		Grantmakers						<i>(No change)</i>
75		Total Memberships:						<i>(No change)</i>
76						\$	46,951	
77	52302 Transit Saver Pass	Staff public transportation usage						<i>(Increased to estimated usage)</i>
78						\$	800	
79	52330 Office Expense	Office supplies & products						<i>(28.0% decrease)</i>
80						\$	18,000	
81	52332 Postage	Postage and courier services						<i>(55.7% decrease)</i>
82						\$	3,100	
83	52334 Printing	Printing services for brochures, reports, forms						<i>(74.0% decrease)</i>
84						\$	5,200	
85	52370 Special Expenses	Community Events & Sponsorships						<i>(Increased per community need)</i>
86		First 5 Regional Projects - So. Cal. Alliance for Learning and Results						<i>(No change)</i>
87		Total Special Expenses:						<i>(28.6% net increase)</i>
88						\$	90,000	
89	52374 County Counsel	County Counsel services						<i>(No change)</i>
90						\$	30,000	
91	52432 Specialized Services Contracts				<i>Previously Encumbered for FY 2011-12</i>	<i>Requested FY 2011-12 Budget</i>	<i>Total FY 2011-12 Budget</i>	
92								
93								
94	Evaluation	Includes CMEDS Database Management, preschool evaluation project, and longitudinal study			\$	-	\$ 1,215,000	\$ 1,215,000
95								
96								
97								
98	Contract Management and Evaluation Data System (CMEDS) Database Provider				\$	-	\$ 285,000	\$ 285,000
99	Annual Audit				\$	-	\$ 16,400	\$ 16,400
100	Parent & Public Education Coordination	<i>Cost per contract retainer</i>			\$	-	\$ 120,000	\$ 120,000
101		Professional services for implementation of targeted parent and community education campaigns that connect children to needed services and promote family practices that improve children's health and development, reducing the need for direct services. Focus of campaigns will be on 1) Oral Health; and 2) Positive Parenting.						
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108								
109	CARES Plus Coordination	(New line item)			\$	-	\$ 75,000	\$ 75,000
110		<i>Estimate 35 hrs/wk for 25 wks @ \$90/hr</i>						
111		Professional services to provide support for the full implementation of CARES Plus Program in San Diego. Services to include collaborative partner meeting coordination, facilitation and follow-up and oversight of service implementation in accordance with First 5 California guidelines.						
112								
113								
114								
115								
116								
117								
118	Leveraging Coordination	<i>Estimate 25hrs/wk for 45 wks @ \$65/hr</i>			\$	-	\$ 75,000	\$ 75,000
119		Professional services to provide support for the Commission's leveraging efforts. It is anticipated that the funds brought in through leveraging will be greater than this cost.						
120								
121								
122								
123								
124	Total Specialized Services Contracts:					<i>(3.6% decrease)</i>	\$	-
							\$	1,786,400

	A	B	C	D	E	F	G	H
125								
126	52504 Copy Equipment Rental	Rental services for two copiers and cost of copies				(No change)	\$	10,412
127								
128	52506 Postage Meter Rental	Meter rental for mailings				(24.4% increase)	\$	1,100
129								
130	52530 Rent/ Lease Structure	Office lease per contract agreement				(9.4% decrease)	\$	172,264
131								
132	52560 Books and Subscriptions	For staff resource center in professional literature				(No change)	\$	1,000
133								
134	52566 Minor Equipment	Office equipment & furnishings				(16.7% decrease)	\$	2,500
135								
136	52608 Out of County Travel	Required travel for First 5 California state-matched programs, First 5 Association, and regional meetings and conferences.				(No change)	\$	14,025
137								
138								
139	52610 Local Community Forums & Staff Development	Local community outreach forums and staff development (meetings, trainings, and conferences)				(30.0% increase)	\$	6,500
140								
141								
142	52612 Staff Mileage	Program and fiscal site visits (mileage at approved IRS rate)				(No change)	\$	5,795
143								
144								
145	52622 Out of County Training & Registration	State & regional association meetings and conferences				(75.0% decrease)	\$	1,930
146								
147								
148	52672 Utilities	Gas & electricity				(No change)	\$	11,794
149								
150	52704 Purchasing & Contracting	Anticipate services for 4 RFP's for Strategic Plan initiatives				(33.3% decrease)	\$	24,000
151								
152								
153	52710 Facilities Mgmt (Gen. Services)	Costs determined by General Services (2.77% of lease total)				(9.4% decrease)	\$	4,772
154								
155	52721 Network Services	IT contract; Phone, voicemail, data jacks & network services				(5.6% increase)	\$	56,816
156								
157								
158	52723 Data Center Services	IT contract; Email services				(No change)	\$	3,145
159								
160	52732 Desktop Services	IT contract; Rental and service of PCs, laptops, and printers				(No change)	\$	38,771
161								
162	52750 Catalog Items	IT contract; Upgrades - hardware, software and wireless networking				(No change)	\$	2,500
163								
164	53664 Contributions to Community Projects				Previously Encumbered for FY 2011-12	Requested FY 2011-12 Budget		Total FY 2011-12 Budget
165								
166								
167	HEALTH	Healthy Development				\$ 13,000,000	\$	13,000,000
168	\$19,525,898	KidSTART				\$ 1,200,000	\$	1,200,000
169		Oral Health				\$ 2,600,000	\$	2,600,000
170		Smoking Cessation				\$ 400,000	\$	400,000
171		Community Water Fluoridation:						
172		-Re-budgeted from FY 09-10:						
173		-Capital costs				\$ 1,711,675	\$	1,711,675
174		-Other expenses (consultants)				\$ 172,723	\$	172,723
175		Projected roll-over encumbrances			\$ 441,500		\$	441,500
176								
177	LEARNING	Preschool for All				\$ 14,700,000	\$	14,700,000
178	\$17,629,103	CARES Plus				\$ 2,400,000	\$	2,400,000
179		Projected roll-over encumbrances			\$ 529,103		\$	529,103
180								
181	COMMUNITY	Information & Referral				\$ 700,000	\$	700,000
182	\$1,200,000	Parent & Public Education			\$ -	\$ 500,000	\$	500,000
183								
184	FAMILY	Targeted Home Visiting				\$ 6,200,000	\$	6,200,000
185	\$9,135,283	Kit for New Parents				\$ 500,000	\$	500,000
186		Projected roll-over encumbrances			\$ 2,435,283		\$	2,435,283
187								
188	EMERGING / CRITICAL NEEDS	Emerging / Critical Needs				\$ 10,000,000	\$	10,000,000
189	\$10,000,000							
190								
191	CAPITAL PROJECTS	Capital Projects (all roll-over encumbrances)			\$ 3,930,588		\$	3,930,588
192	\$3,930,588							
193								
194	Total:				\$ 7,336,474	\$ 54,084,398	\$	61,420,872