



# First 5 Commission of San Diego

Item 3-2

## FY 2016-17 Operating Budget

April 4, 2016

Description	Requested Budget		Budget Notes
	FY 2016-17		
Salaries & Benefits	\$2,341,702		Staff (19 FTEs)
HHSA Burden	\$421,506		Overhead charge (18% of labor)
<b>Total labor costs per IA</b>	<b>\$2,763,208</b>		
<b>Services &amp; Supplies</b>			
Temp Help	10,000		Temporary labor
Other Communications	1,320		Warm line access
Cellular Phone Use	3,875		Cell phone service
Insurance	9,921		Prop10 Insurance
Vehicle Lease (ISF)	400		County Van lease
First Aid supplies	150		First Aid Kit & AED supplies
Memberships	63,547		F5 Association, Grant Makers, Rotary Club, & GFOA
Office Expense	18,000		Consumable supplies
Postage	1,000		Postage / delivery services
Printing	3,000		Various printing services
County Counsel	15,000		County Counsel
Specialized Services Contracts	40,000		Annual audit
Copy Equipment Rental	16,790		Lease of multiple copy machines
Rents & Leases Structures	357,794		Office lease
Special Departmental Expense	10,000		Strategy & Policy Fund
Books and Subscriptions	1,000		Resource library
Minor Equipment	2,500		Office chairs, desks & other equip.
Out of County Travel (Transportation/Lodging)	27,625		Staff meetings & conferences
Local Community Forums & Staff Development	6,500		Local community meetings & staff development
Staff Mileage	8,000		Mileage reimbursement
Out of County Training/Registration	4,060		Training registration
Purchasing & Contracting	10,000		Procurement services (Dept. of Purchasing & Contracting)
Facilities Management (General Services)	7,263		Services for building lease (Gen Services Dept.)
Network Services (IT contract)	49,343		Phone/voice mail, network services
Data Center Services (IT contract)	2,794		Email service
Desktop Computing (IT contract)	33,310		Computers & printers
Catalog Items (IT contract)	2,400		IT products
<b>Total Services and Supplies</b>	<b>\$705,592</b>		
<b>Evaluation Services</b>	<b>\$878,770</b>		
<b>Total Operating Expenses (lines 11, 43, &amp; 45)</b>	<b>\$4,347,570</b>		
	Additional Requested Budget	Previously Approved	
<b>Contributions to Community Projects</b>	<b>\$ 1,709,426</b>	<b>\$ 37,867,681</b>	<b>Total: \$39,577,107</b>
<b>TOTAL Operating Budget (lines 47 &amp; 49)</b>	<b>\$ 6,056,996</b>	<b>\$ 37,867,681</b>	<b>\$43,924,677</b>

Detail follows on Pages 2 & 3

**PROJECTED  
ADMIN RATE:  
7.90%**

Admin Rate = Operating Expenses (less Evaluation) = \$4,347,570 - \$878,770  
Total Operating Budget \$43,924,677

REVENUE		
Prop 10 - Tobacco Tax	\$ 28,391,700	Based on Financial Spending Plan
First 5 California - Child Signature Program*	1,677,300	State match based on expenses
IMPACT*	1,381,134	State match per agreement
Transfer from Sustainability Fund	12,474,543	Transfer from Sustainability Fund
<b>TOTAL REVENUE</b>	<b>\$ 43,924,677</b>	

\*Revenue projections from First 5 California

	A	B	C	D	E	F	G	I	
65		<b>Budget Expense Detail by Line Item</b>							
66								<i>Total Budget</i>	
67		<b>52570 Interdepartmental Expense</b>	Commission staff salaries & benefits (18.5 FTE's)					\$ 2,341,702	
68		(Labor costs paid to County of San Diego -	Burden (18%)					\$ 421,506	
69		HHSA)	<b>Total Labor Costs</b>					\$ 2,763,208	
70									
71		<b>52010 Temporary Help</b>						\$ 10,000	
72									
73		<b>52066 Communications non-ISF</b>	Warm line access					\$ 1,320	
74									
75		<b>52068 Cellular Phone Use</b>	Service for cell phones and broadband cards					\$ 3,875	
76									
77		<b>52132 Insurance</b>	Crime Bond Insurance					\$ 1,400	
78			Special Liability Insurance					\$ 7,865	
79			Special Property Insurance					\$ 656	
80			<b>Total Insurance</b>					\$ 9,921	
81									
82		<b>52178 Vehicle lease</b>	County van lease for group travel to LA meeting					\$ 400	
83									
84		<b>52252 Medical Supplies</b>	First Aid & AED supplies					\$ 150	
85									
86		<b>52270 Memberships</b>	F5 Association fees, SD Grant Makers, Rotary Club, & GFOA					\$ 63,547	
87									
88		<b>52330 Office Expense</b>	Office supplies & products					\$ 18,000	
89									
90		<b>52332 Postage</b>	Postage and mail services					\$ 1,000	
91									
92		<b>52334 Printing</b>	Printing services					\$ 3,000	
93									
96		<b>52374 County Counsel</b>	County Counsel services					\$ 15,000	
97									
98		<b>52396 Evaluation Services</b>							
99		Evaluation	Evaluation Includes Contract Management and Evaluation Data System (CMEDS) Database Management.					\$ 615,000	
100		CMEDS Database Provider						\$ 263,770	
101			<b>Total Evaluation Services</b>					\$ 878,770	
102									
103		<b>52432 Specialized Services Contracts</b>	Annual CPA Audit & Consultants					\$ 40,000	
104									
105		<b>52504 Copy Equipment Rental</b>	Rental services for copiers and color copy costs					\$ 16,790	
106									
109		<b>52530 Rent/ Lease Structure</b>	Office lease					\$ 357,794	
110									
111		<b>52550 Special Departmental Expense</b>	Fund for First 5 Association & State strategy and policy changes					\$ 10,000	
112									
113		<b>52560 Books and Subscriptions</b>	Professional literature for staff					\$ 1,000	
114									
115		<b>52566 Minor Equipment</b>	Office equipment & furnishings					\$ 2,500	
116									
117		<b>52608 Out of County Travel</b>	Required travel for First 5 programs and meetings					\$ 27,625	
118									
119		<b>52610 Local Community Forums &amp; Staff Development</b>	Local community meetings and staff development					\$ 6,500	
120									
121									
122		<b>52612 Staff Mileage</b>	Mileage at approved IRS rate					\$ 8,000	
123									
124		<b>52622 Out of County Training &amp; Registration</b>	First 5 meetings and conferences					\$ 4,060	
125									
126									
127		<b>52704 Purchasing &amp; Contracting</b>	Anticipated RFP costs for services from Dept. of Purchasing & Contracting					\$ 10,000	
128									
129		<b>52710 Facilities Mgmt (Gen Serv)</b>	2.29% of lease total paid to General Services					\$ 7,263	
130									
131		<b>52721 Network Services</b>	COSD IT contract: Phone, voicemail, data jacks & network services					\$ 49,343	
132									
133		<b>52723 Data Center Services</b>	COSD IT contract: Email services					\$ 2,794	
134									
135		<b>52732 Desktop Services</b>	COSD IT contract: Rental and service of computers, laptops, and printers					\$ 33,310	
136									
137		<b>52750 Catalog Items</b>	COSD IT contract: Upgrades - hardware, software and wireless networking					\$ 2,400	

	A	B	C	D	E	F	G	H	I
138									
139		<b>53664 Contributions to Community Projects</b>			<i>Previously Approved</i>		<i>Additional Requested</i>		<i>Total</i>
140					<i>for FY 2016-17</i>		<i>Program Budget</i>		<i>Program Budget</i>
141		<b>Health</b>							
142			Healthy Development Services		\$ 13,000,000		\$ 30,000		\$ 13,030,000
143			KidSTART		\$ 1,100,000		\$ -		\$ 1,100,000
144			Reducing Childhood Injury		\$ -		\$ 234,000		\$ 234,000
145			Oral Health Initiative		\$ 1,950,000		\$ -		\$ 1,950,000
146			<b>Total Health</b>						<b>\$ 16,314,000</b>
147									
148		<b>Learning</b>							
149			Quality Preschool Initiative		\$ 14,000,000		\$ -		\$ 14,000,000
150			KinderSTART		\$ 65,204		\$ -		\$ 65,204
151			Mi Escuelita		\$ 653,160		\$ -		\$ 653,160
152			YMCA-CRS		\$ -		\$ 170,977		\$ 170,977
153			<b>Total Learning</b>						<b>\$ 14,889,341</b>
154									
155		<b>Family</b>							
156			Targeted Home Visits		\$ 5,000,000		\$ -		\$ 5,000,000
157			Maternity Shelter		\$ 125,000		\$ -		\$ 125,000
158			Parent Education & Family Engagement		\$ -		\$ 275,000		\$ 275,000
159			<b>Total Family</b>						<b>\$ 5,400,000</b>
160									
161		<b>Community</b>							
162			Information & Referral		\$ 300,000		\$ -		\$ 300,000
163			Parent & Public Education		\$ -		\$ 515,000		\$ 515,000
164			Community Projects		\$ -		\$ 165,000		\$ 165,000
165			Community Transformation Grant		\$ 74,317		\$ 300,000		\$ 374,317
166			Community Water Fluoridation		\$ 1,600,000		\$ 19,449		\$ 1,619,449
167			<b>Total Community</b>						<b>\$ 2,973,766</b>
168									
169			<b>Total Contributions to Community Projects</b>		<b>\$ 37,867,681</b>		<b>\$ 1,709,426</b>		<b>\$ 39,577,107</b>