



# First 5 Commission of San Diego

Item 3-2

## FY 2016-17 Operating Budget

April 4, 2016

Description	Requested Budget FY 2016-17		Budget Notes
<b>Salaries &amp; Benefits</b>	\$2,341,702		Staff (19 FTEs)
<b>HHSa Burden</b>	\$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>	\$ 1,709,426	\$ 37,867,681	<b>Total: \$39,577,107</b>
<b>TOTAL Operating Budget (lines 47 &amp; 49)</b>	\$ 6,056,996	\$ 37,867,681	<b>\$43,924,677</b>

Detail follows on Pages 2 & 3

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

**PROJECTED  
ADMIN RATE:  
7.90%**

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

	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>