



First 5 Commission of San Diego

Item 3-2

FY 2017-18 Operating Budget Approved 4/24/2017

Amended
(1) 4/24/17 adds TCI

Description	Requested Budget FY 2017-18		Budget Notes
Salaries & Benefits	\$2,316,910		Staff (18.5 FTEs)
HHSa Burden	\$611,664		Overhead charge (26.4% of labor)
Total labor costs per IA	\$2,928,574		
Services & Supplies			
Temp Help	10,000		Temporary labor
Other Communications	1,344		Warm line access
Cellular Phone Use	4,576		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	61,447		F5 Association, Grant Makers, & GFOA
Office Expense	17,000		Consumable supplies
Postage	1,000		Postage / delivery services
Printing	1,000		Various printing services
County Counsel	5,000		County Counsel
Specialized Services Contracts	40,000		Annual audit & Consultants
Copy Equipment Rental	16,790		Lease of multiple copy machines
Rents & Leases Structures	370,568		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)	18,870		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	7,645		Training registration
Purchasing & Contracting	5,000		Procurement services (Dept. of Purchasing & Contracting)
Facilities Management (General Services)	7,210		Services for building lease (Gen Services Dept.)
Network Services (IT contract)	41,787		Phone/voice mail, network services
Data Center Services (IT contract)	1,737		Email service
Desktop Computing (IT contract)	26,477		Computers & printers
Catalog Items (IT contract)	2,400		IT products
Total Services and Supplies	\$678,322		
Evaluation Services	\$879,910		
Total Operating Expenses (lines 11, 42, & 44)	\$4,486,806		
	Additional Requested Budget	Previously Approved	
Contributions to Community Projects	\$ 1,188,529	\$ 36,514,164	Total: \$37,702,693
TOTAL Operating Budget (lines 46 & 48)	\$ 5,675,335	\$ 36,514,164	\$42,189,499

Detail follows on Pages 2 & 3

**PROJECTED
ADMIN RATE:
8.55%**

$$\text{Admin Rate} = \frac{\text{Operating Expenses (less Evaluation)}}{\text{Total Operating Budget}} = \frac{\$4,486,806 - \$879,910}{\$42,189,499}$$

REVENUE		
Prop 10 - Tobacco Tax *	\$ 24,932,612	First 5 California projection
IMPACT*	1,670,600	State match per agreement
IMPACT Hub *	382,300	State match per agreement
Transfer from Sustainability Fund	15,203,987	Transfer from Sustainability Fund
TOTAL REVENUE	\$ 42,189,499	

*Revenue projections from First 5 California

A	B	C	D	E	F	G	H	I	
64	Budget Expense Detail by Line Item								
65							<i>Total Budget</i>		
66	52570 Interdepartmental Expense	Commission staff salaries & benefits (18.5 FTE's)					\$	2,316,910	
67	(Labor costs paid to County of San Diego -	Burden (26.4%)					\$	611,664	
68	HHSA)	Total Labor Costs					\$	2,928,574	
69									
70	52010 Temporary Help						\$	10,000	
71									
72	52066 Communications non-ISF	Warm line access					\$	1,344	
73									
74	52068 Cellular Phone Use	Service for cell phones and broadband cards					\$	4,576	
75									
76	52132 Insurance	Crime Bond Insurance					\$	1,400	
77		Special Liability Insurance					\$	7,865	
78		Special Property Insurance					\$	656	
79		Total Insurance					\$	9,921	
80									
81	52178 Vehicle lease	County van lease for group travel to LA meeting					\$	400	
82									
83	52252 Medical Supplies	First Aid & AED supplies					\$	150	
84									
85	52270 Memberships	F5 Association fees, SD Grant Makers, & GFOA					\$	61,447	
86									
87	52330 Office Expense	Office supplies & products					\$	17,000	
88									
89	52332 Postage	Postage and mail services					\$	1,000	
90									
91	52334 Printing	Printing services					\$	1,000	
92									
95	52374 County Counsel	County Counsel services					\$	5,000	
96									
97	52396 Evaluation Services								
98	Evaluation	Evaluation Includes Contract Management and Evaluation.					\$	616,140	
99	CMEDS Database Provider	Data System (CMEDS) Database Management.					\$	263,770	
100		Total Evaluation Services					\$	879,910	
101									
102	52432 Specialized Services Contracts	Annual CPA Audit & Consultants					\$	40,000	
103									
104	52504 Copy Equipment Rental	Rental services for copiers and color copy costs					\$	16,790	
105									
106	52530 Rent/ Lease Structure	Office lease					\$	370,568	
107									
108	52550 Special Departmental Expense	Fund for First 5 Association & State strategy and policy changes					\$	10,000	
109									
110	52560 Books and Subscriptions	Professional literature for staff					\$	1,000	
111									
112	52566 Minor Equipment	Office equipment & furnishings					\$	2,500	
113									
114	52608 Out of County Travel	Required travel for First 5 programs and meetings					\$	18,870	
115									
116	52610 Local Community Forums & Staff Development	Local community meetings and staff development					\$	6,500	
117									
118									
119	52612 Staff Mileage	Mileage at approved IRS rate					\$	8,000	
120									
121	52622 Out of County Training & Registration	First 5 meetings and conferences					\$	7,645	
122									
123									
124	52704 Purchasing & Contracting	Anticipated RFP costs for services from Dept. of Purchasing & Contracting					\$	5,000	
125									
126	52710 Facilities Mgmt (Gen Serv)	2.11% of lease total paid to General Services					\$	7,210	
127									
128	52721 Network Services	COSD IT contract: Phone, voicemail, data jacks & network services					\$	41,787	
129									
130	52723 Data Center Services	COSD IT contract: Email services					\$	1,737	
131									
132	52732 Desktop Services	COSD IT contract: Rental and service of computers, laptops, and printers					\$	26,477	
133									
134	52750 Catalog Items	COSD IT contract: Upgrades - hardware, software and wireless networking					\$	2,400	

	A	B	C	D	E	F	G	H	I
135									
136		53664 Contributions to Community Projects			<i>Previously Approved</i>		<i>Additional Requested</i>	<i>Total</i>	
137					<i>for FY 2017-18</i>		<i>Program Budget</i>	<i>Program Budget</i>	
138		Health							
139			Healthy Development Services		\$ 12,778,905			\$ 12,778,905	
140			KidSTART		\$ 1,158,845			\$ 1,158,845	
141	(1)		Reducing Childhood Injury		\$ -	\$ 233,529		\$ 233,529	
142			Oral Health Initiative		\$ 1,950,000			\$ 1,950,000	
143			Total Health					\$ 16,121,279	
144									
145		Learning							
146			Quality Preschool Initiative		\$ 14,377,277			\$ 14,377,277	
147			Mi Escuelita		\$ 653,160			\$ 653,160	
148			YMCA-CRS		\$ 170,977			\$ 170,977	
149			Total Learning					\$ 15,201,414	
150									
151		Family							
152			Targeted Home Visits		\$ 5,000,000			\$ 5,000,000	
153			Maternity Shelter		\$ 125,000			\$ 125,000	
154			Parent Education & Family Engagement		\$ -	\$ 275,000		\$ 275,000	
155			Total Family					\$ 5,400,000	
156									
157		Community							
158			Information & Referral		\$ 300,000			\$ 300,000	
159			Parent & Public Education		\$ -	\$ 515,000		\$ 515,000	
160			Community Projects		\$ -	\$ 165,000		\$ 165,000	
162			Total Community					\$ 980,000	
163									
164			Total Contributions to Community Projects		\$ 36,514,164	\$ 1,188,529		\$ 37,702,693	