



First 5 Commission of San Diego

FY 2018-19 Operating Budget
April 2, 2018

Item 3-2

Description	Requested Budget FY 2018-19		Budget Notes
Labor			
Salaries & Benefits	\$2,532,719		Staff (19 FTEs)
HSA Burden	\$298,861		Overhead charge (11.8% of labor)
Total Labor Costs	\$2,831,580		
Services & Supplies			
Temp Help	10,000		Temporary labor
Other Communications	1,344		Warm line access
Cellular Phone Use	4,576		Cell phone service
Insurance	11,039		Prop10 Insurance
Vehicle Lease (ISF)	400		County Van lease
First Aid supplies	150		First Aid Kit & AED supplies
Memberships	61,567		F5 Association, Grant Makers, & GFOA
Office Expense	10,000		Consumable supplies
Postage	750		Postage / delivery services
Printing	1,000		Various printing services
County Counsel	5,000		County Counsel
Specialized Services Contracts	42,445		Annual audit & Consultants
Copy Equipment Rental	16,790		Lease of multiple copy machines
Rents & Leases Structures	381,610		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)	15,416		Staff meetings & conferences
Local Community Forums & Staff Development	3,000		Local community meetings & staff development
Staff Mileage	7,500		Mileage reimbursement
Out of County Training/Registration	3,010		Training registration
Purchasing & Contracting	5,000		Procurement services (Dept. of Purchasing & Contracting)
Facilities Management (General Services)	8,548		Services for building lease (Gen Services Dept.)
Network Services (IT contract)	42,044		Phone/voice mail, network services
Data Center Services (IT contract)	2,920		Email service
Desktop Computing (IT contract)	24,371		Computers & printers
Catalog Items (IT contract)	1,500		IT products
Total Services and Supplies	\$673,480		
Evaluation Services	\$879,910		
Total Operating Expenses (lines 11, 42, & 44)	\$4,384,970		
	Additional Requested Budget	Previously Approved	
Contributions to Community Projects	\$ 470,000	\$ 37,029,164	Total: \$37,499,164
TOTAL Operating Budget (lines 46 & 48)	\$ 4,854,970	\$ 37,029,164	\$41,884,134

Detail follows on Pages 2 & 3

**PROJECTED
ADMIN RATE:
8.37%**

$$\text{Admin Rate} = \frac{\text{Operating Expenses (less Evaluation)}}{\text{Total Operating Budget}} = \frac{\$4,384,970 - \$879,910}{\$41,884,134}$$

REVENUE		
Prop 10 - Tobacco Tax *	\$ 26,907,226	First 5 California projection
IMPACT*	1,687,328	State match per agreement
IMPACT Hub *	415,338	State match per agreement
Transfer from Sustainability Fund	12,874,242	Transfer from Sustainability Fund
TOTAL REVENUE	\$ 41,884,134	

*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 (19 FTE's)					\$	2,532,719	
67	(Labor costs paid to County of San Diego - HHS)	Burden (11.8%)					\$	298,861	
68		Total Labor Costs					\$	2,831,580	
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					\$	2,000	
77		Special Liability Insurance					\$	8,337	
78		Special Property Insurance					\$	702	
79		Total Insurance					\$	11,039	
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					\$	61,567	
86									
87	52330 Office Expense	Office supplies & products					\$	10,000	
88									
89	52332 Postage	Postage and mail services					\$	750	
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					\$	17,445	
103		Consultants					\$	25,000	
104		Total Specialized Services Contracts					\$	42,445	
105									
106	52504 Copy Equipment Rental	Rental services for copiers and color copy costs					\$	16,790	
107									
108	52530 Rent/ Lease Structure	Office lease					\$	381,610	
109									
110	52550 Special Departmental Expense	Fund for First 5 Association & State strategy and policy changes					\$	10,000	
111									
112	52560 Books and Subscriptions	Professional literature for staff					\$	1,000	
113									
114	52566 Minor Equipment	Office equipment & furnishings					\$	2,500	
115									
116	52608 Out of County Travel	Required travel for First 5 programs and meetings					\$	15,416	
117									
118	52610 Local Community Forums & Staff Development	Local community meetings and staff development					\$	3,000	
119									
120									
121	52612 Staff Mileage	Mileage at approved IRS rate					\$	7,500	
122									
123	52622 Out of County Training & Registration	First 5 meetings and conferences					\$	3,010	
124									
125									
126	52704 Purchasing & Contracting	Anticipated RFP costs for services from Dept. of Purchasing & Contracting					\$	5,000	
127									
128	52710 Facilities Mgmt (Gen Serv)	2.24% of lease total paid to General Services					\$	8,548	
129									
130	52721 Network Services	COSD IT contract: Phone, voicemail, data jacks & network services					\$	42,044	
131									
132	52723 Data Center Services	COSD IT contract: Email services					\$	2,920	
133									
134	52732 Desktop Services	COSD IT contract: Rental and service of computers, laptops, and printers					\$	24,371	
135									
136	52750 Catalog Items	COSD IT contract: Upgrades - hardware, software and wireless networking					\$	1,500	

	A	B	C	D	E	F	G	H	I
137									
138		53664 Contributions to Community Projects			<i>Previously Approved</i>		<i>Additional Requested</i>	<i>Total</i>	
139					<i>for FY 2018-19</i>		<i>Program Budget</i>	<i>Program Budget</i>	
140		Health							
141			Healthy Development Services		\$ 12,778,905			\$ 12,778,905	
142			KidSTART		\$ 1,158,845			\$ 1,158,845	
143			Reducing Childhood Injury				TBD		
144			Oral Health Initiative		\$ 1,950,000			\$ 1,950,000	
145			Total Health					\$ 15,887,750	
146									
147		Learning							
148			Quality Preschool Initiative		\$ 14,377,277			\$ 14,377,277	
149			Mi Escuelita		\$ 653,160			\$ 653,160	
150			YMCA-CRS		\$ 170,977	\$ 30,000		\$ 200,977	
151			Total Learning					\$ 15,231,414	
152									
153		Family							
154			Targeted Home Visits		\$ 5,000,000			\$ 5,000,000	
155			Maternity Shelter		\$ 125,000			\$ 125,000	
156			Parent Education & Family Engagement			\$ 275,000		\$ 275,000	
157			Total Family					\$ 5,400,000	
158									
159		Community							
160			Information & Referral		\$ 300,000			\$ 300,000	
161			Parent & Public Education		\$ 515,000			\$ 515,000	
162			Community Projects			\$ 165,000		\$ 165,000	
163			Breastfeeding Friendly Environment				TBD		
164			Total Community					\$ 980,000	
165									
166			Total Contributions to Community Projects		\$ 37,029,164	\$ 470,000		\$ 37,499,164	