



# First 5 Commission of San Diego

FY 2018-19 Operating Budget  
Approved 4/2/2018

Item 3-2

Description		Requested Budget FY 2018-19	Budget Notes
<b>Labor</b>			
Salaries & Benefits		\$2,532,719	Staff (19 FTEs)
HSA Burden		\$298,861	Overhead charge (11.8% of labor)
<b>Total Labor Costs</b>		<b>\$2,831,580</b>	
<b>Services &amp; Supplies</b>			
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
<b>Total Services and Supplies</b>		<b>\$673,480</b>	
<b>Evaluation Services</b>		<b>\$879,910</b>	
<b>Total Operating Expenses (lines 11, 42, &amp; 44)</b>		<b>\$4,384,970</b>	

Additional Requested Budget		Previously Approved	
Contributions to Community Projects	\$ 1,003,529	\$ 37,029,164	Total: \$38,032,693
<b>TOTAL Operating Budget (lines 46 &amp; 48)</b>	<b>\$ 5,388,499</b>	<b>\$ 37,029,164</b>	<b>\$42,417,663</b>

Detail follows on Pages 2 & 3

**PROJECTED  
ADMIN RATE:  
8.26%**

Admin Rate = $\frac{\text{Operating Expenses (less Evaluation)}}{\text{Total Operating Budget}} = \frac{\$4,384,970 - \$879,910}{\$42,417,663}$
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<b>REVENUE</b>		
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	13,407,771	Transfer from Sustainability Fund
<b>TOTAL REVENUE</b>	<b>\$ 42,417,663</b>	

\*Revenue projections from First 5 California



	A	B	C	D	E	F	G	H	I
64		<b>Budget Expense Detail by Line Item</b>							
65								<i>Total Budget</i>	
66		<b>52570 Interdepartmental Expense</b>	Commission staff salaries & benefits (19 FTE's)					\$	2,532,719
67		(Labor costs paid to County of San Diego -	Burden (11.8%)					\$	298,861
68		<b>HHSa)</b>	<b>Total Labor Costs</b>					\$	2,831,580
69									
70		<b>52010 Temporary Help</b>						\$	10,000
71									
72		<b>52066 Communications non-ISF</b>	Warm line access					\$	1,344
73									
74		<b>52068 Cellular Phone Use</b>	Service for cell phones and broadband cards					\$	4,576
75									
76		<b>52132 Insurance</b>	Crime Bond Insurance					\$	2,000
77			Special Liability Insurance					\$	8,337
78			Special Property Insurance					\$	702
79			<b>Total Insurance</b>					\$	11,039
80									
81		<b>52178 Vehicle lease</b>	County van lease for group travel to LA meeting					\$	400
82									
83		<b>52252 Medical Supplies</b>	First Aid & AED supplies					\$	150
84									
85		<b>52270 Memberships</b>	F5 Association fees, SD Grant Makers, & GFOA					\$	61,567
86									
87		<b>52330 Office Expense</b>	Office supplies & products					\$	10,000
88									
89		<b>52332 Postage</b>	Postage and mail services					\$	750
90									
91		<b>52334 Printing</b>	Printing services					\$	1,000
92									
95		<b>52374 County Counsel</b>	County Counsel services					\$	5,000
96									
97		<b>52396 Evaluation Services</b>							
98		Evaluation	Evaluation Includes Contract Management and Evaluation.					\$	616,140
99		CMEDS Database Provider	Data System (CMEDS) Database Management.					\$	263,770
100			<b>Total Evaluation Services</b>					\$	879,910
101									
102		<b>52432 Specialized Services Contracts</b>	Annual CPA Audit					\$	17,445
103			Consultants					\$	25,000
104			<b>Total Specialized Services Contracts</b>					\$	42,445
105									
106		<b>52504 Copy Equipment Rental</b>	Rental services for copiers and color copy costs					\$	16,790
107									
108		<b>52530 Rent/ Lease Structure</b>	Office lease					\$	381,610
109									
110		<b>52550 Special Departmental Expense</b>	Fund for First 5 Association & State strategy and policy changes					\$	10,000
111									
112		<b>52560 Books and Subscriptions</b>	Professional literature for staff					\$	1,000
113									
114		<b>52566 Minor Equipment</b>	Office equipment & furnishings					\$	2,500
115									
116		<b>52608 Out of County Travel</b>	Required travel for First 5 programs and meetings					\$	15,416
117									
118		<b>52610 Local Community Forums &amp; Staff Development</b>	Local community meetings and staff development					\$	3,000
119									
120									
121		<b>52612 Staff Mileage</b>	Mileage at approved IRS rate					\$	7,500
122									
123		<b>52622 Out of County Training &amp; Registration</b>	First 5 meetings and conferences					\$	3,010
124									
125									
126		<b>52704 Purchasing &amp; Contracting</b>	Anticipated RFP costs for services from Dept. of Purchasing & Contracting					\$	5,000
127									
128		<b>52710 Facilities Mgmt (Gen Serv)</b>	2.24% of lease total paid to General Services					\$	8,548
129									
130		<b>52721 Network Services</b>	COSD IT contract: Phone, voicemail, data jacks & network services					\$	42,044
131									
132		<b>52723 Data Center Services</b>	COSD IT contract: Email services					\$	2,920
133									
134		<b>52732 Desktop Services</b>	COSD IT contract: Rental and service of computers, laptops, and printers					\$	24,371
135									
136		<b>52750 Catalog Items</b>	COSD IT contract: Upgrades - hardware, software and wireless networking					\$	1,500

	A	B	C	D	E	F	G	H	I
137		53664 Contributions to Community Projects			Previously Approved for FY 2018-19		Additional Requested Program Budget	Total Program Budget	
138									
139									
140		<b>Health</b>							
141			Healthy Development Services		\$ 12,778,905			\$ 12,778,905	
142			KidSTART		\$ 1,158,845			\$ 1,158,845	
143			Reducing Childhood Injury				\$ 233,529	\$ 233,529	
144			Oral Health Initiative		\$ 1,950,000			\$ 1,950,000	
145			<b>Total Health</b>					<b>\$ 16,121,279</b>	
146									
147		<b>Learning</b>							
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			<b>Total Learning</b>					<b>\$ 15,231,414</b>	
152									
153		<b>Family</b>							
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			<b>Total Family</b>					<b>\$ 5,400,000</b>	
158									
159		<b>Community</b>							
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				\$ 300,000	\$ 300,000	
164			<b>Total Community</b>					<b>\$ 1,280,000</b>	
165									
166		<b>Total Contributions to Community Projects</b>			<b>\$ 37,029,164</b>		<b>\$ 1,003,529</b>	<b>\$ 38,032,693</b>	