



First 5 Commission of San Diego

FY 2019-20 Operating Budget
April 18, 2019

Item 4-1

Description	Requested Budget FY 2019-20		Budget Notes
Labor			
Salaries & Benefits	\$2,142,387		Staff (16 FTEs)
HHS A Burden	\$229,236		Overhead charge (10.7% of labor)
Total Labor Costs	\$2,371,623		
Services & Supplies			
Temp Help	5,000		Temporary labor
Other Communications	1,400		Warm line access
Cellular Phone Use	4,576		Cell phone service
Insurance	11,500		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	50,000		Annual audit & Consultants
Copy Equipment Rental	9,300		Lease of multiple copy machines
Rents & Leases Structures	392,300		Office lease
Special Departmental Expense	10,000		Strategy & Policy Fund (First 5 Association)
Books and Subscriptions	500		Resource library
Minor Equipment	2,500		Office chairs, desks & other equip.
Out of County Travel (Transportation/Lodging)	18,032		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	7,395		Training registration
Purchasing & Contracting	5,000		Procurement services (Dept. of Purchasing & Contracting)
Facilities Management (General Services)	8,929		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	\$686,634		
Evaluation Services	\$879,910		
Total Operating Expenses (lines 11, 42, & 44)	\$3,938,167		
	Additional Requested Budget	Previously Approved	
Contributions to Community Projects	\$ 988,529	\$ 37,044,164	Total: \$38,032,693
TOTAL Operating Budget (lines 46 & 48)	\$ 4,926,696	\$ 37,044,164	\$41,970,860

Detail follows on Pages 2 & 3

**PROJECTED
ADMIN RATE:
7.29%**

$$\text{Admin Rate} = \frac{\text{Operating Expenses (less Evaluation)}}{\text{Total Operating Budget}} = \frac{\$3,938,167 - \$879,910}{\$41,970,860}$$

REVENUE		
Prop 10 - Tobacco Tax *	\$ 24,919,451	First 5 California projection
IMPACT*	1,937,914	State match per agreement
IMPACT Hub *	308,827	State match per agreement
Transfer from Sustainability Fund	14,804,668	Transfer from Sustainability Fund
TOTAL REVENUE	\$ 41,970,860	

*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 (16 FTE's)					\$ 2,142,387		
67		(Labor costs paid to County of San Diego -	Burden (10.7%)					\$ 229,236		
68		HHSA)	Total Labor Costs					\$ 2,371,623		
69										
70		52010 Temporary Help						\$ 5,000		
71										
72		52066 Communications non-ISF	Warm line access					\$ 1,400		
73										
74		52068 Cellular Phone Use	Service for cell phones and broadband cards					\$ 4,576		
75										
76		52132 Insurance	Crime Bond Insurance					\$ 2,200		
77			Special Liability Insurance					\$ 8,600		
78			Special Property Insurance					\$ 700		
79			Total Insurance					\$ 11,500		
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					\$ 25,000		
103			Consultants					\$ 25,000		
104			Total Specialized Services Contracts					\$ 50,000		
105										
106		52504 Copy Equipment Rental	Rental services for copiers and color copy costs					\$ 9,300		
107										
108		52530 Rent/ Lease Structure	Office lease					\$ 392,300		
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					\$ 500		
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					\$ 18,032		
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					\$ 7,395		
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)	2.32% of lease total paid to General Services					\$ 8,929		
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 2019-20</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				\$ 233,529	\$ 233,529	
144			Oral Health Initiative		\$ 1,950,000			\$ 1,950,000	
145			Total Health					\$ 16,121,279	
146									
147		Learning							
148			Quality Preschool Initiative		\$ 14,377,277			\$ 14,377,277	
149			Mi Escuelita		\$ 653,160			\$ 653,160	
150			YMCA-CRS		\$ 185,977		\$ 15,000	\$ 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				\$ 300,000	\$ 300,000	
164			Total Community					\$ 1,280,000	
165									
166			Total Contributions to Community Projects		\$ 37,044,164		\$ 988,529	\$ 38,032,693	