



First 5 Commission of San Diego

Item 4-2

FY 2020-21 Operating Budget
April 16, 2020

Description	Requested Budget FY 2020-21	Budget Notes
Labor		
Salaries & Benefits	\$2,218,759	Staff (16.5 FTEs)
HHSa Burden	\$237,407	Overhead charge (10.7% of labor)
Total Labor Costs	\$2,456,166	
Services & Supplies		
Temp Help	2,000	Temporary labor
Other Communications	1,465	Warm line access
Cellular Phone Use	4,672	Cell phone service
Insurance	13,079	Prop10 Insurance
Vehicle Lease (ISF)	750	County Van lease
First Aid supplies	150	First Aid Kit & AED supplies
Memberships	61,567	F5 Association, Grant Makers, & GFOA
Office Expense	8,000	Consumable supplies
Postage	850	Postage / delivery services
Printing	1,000	Various printing services
County Counsel	5,000	County Counsel
Specialized Services Contracts	53,300	Annual audit & Consultants
Copy Equipment Rental	8,560	Lease of multiple copy machines
Rents & Leases Structures	260,160	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)	14,528	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	4,925	Training registration
Purchasing & Contracting	1,000	Procurement services (Dept. of Purchasing & Contracting)
General Services Costs	1,000	Gen Services misc. costs
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	\$536,341	
Evaluation Services	\$878,770	
Total Operating Expenses (lines 13, 44, & 46)	\$3,871,277	

	Additional Requested Budget	Previously Approved	
Contributions to Community Projects	\$ 30,454,165	\$ -	Total: \$30,454,165
TOTAL Operating Budget (lines 48 & 50)	\$ 34,325,442	\$ -	\$34,325,442

Detail follows on Pages 2 & 3

$\text{Admin Rate} = \frac{\text{Operating Expenses (less Evaluation-Program)}}{\text{Total Operating Budget}} = \frac{\$3,871,277 - 1,029,074 - \$736,417}{\$34,325,442}$

<p>PROJECTED ADMIN RATE: 6.14%</p>

REVENUE		
Prop 10 - Tobacco Tax *	\$ 24,342,129	First 5 California projection
IMPACT HUB *	\$ 416,580	State Match
County of San Diego HHSA Public Health	\$ 600,000	From HHSA Public Health
County of San Diego Eligibility Operations	\$ 4,484,425	For CalWorks Home Visiting
Transfer from Sustainability Fund	\$4,482,308	Transfer from Sustainability Fund
TOTAL REVENUE	\$ 34,325,442	

*Revenue projections from First 5 California

A	B	C	D	E	F	G	H	I
69	Budget Expense Detail by Line Item							
70							<i>Total Budget</i>	
71	52570 Interdepartmental Expense	Commission staff salaries & benefits (16.5 FTE's)					\$ 2,218,759	
72	(Labor costs paid to County of San Diego -	Burden (10.7%)					\$ 237,407	
73	HHSA)	Total Labor Costs					\$ 2,456,166	
74								
75	52010 Temporary Help						\$ 2,000	
76								
77	52066 Communications non-ISF	Warm line access					\$ 1,465	
78								
79	52068 Cellular Phone Use	Service for cell phones and broadband cards					\$ 4,672	
80								
81	52132 Insurance	Crime Bond Insurance					\$ 3,500	
82		Special Liability Insurance					\$ 8,858	
83		Special Property Insurance					\$ 721	
84		Total Insurance					\$ 13,079	
85								
86	52178 Vehicle lease	County van lease for group travel to LA meeting					\$ 750	
87								
88	52252 Medical Supplies	First Aid & AED supplies					\$ 150	
89								
90	52270 Memberships	F5 Association fees, SD Grant Makers, & GFOA					\$ 61,567	
91								
92	52330 Office Expense	Office supplies & products					\$ 8,000	
93								
94	52332 Postage	Postage and mail services					\$ 850	
95								
96	52334 Printing	Printing services					\$ 1,000	
97								
100	52374 County Counsel	County Counsel services					\$ 5,000	
101								
102	52396 Evaluation Services							
103	Evaluation	Evaluation Includes Contract Management and Evaluation.					\$ 615,000	
104	CMEDS Database Provider	Data System (CMEDS) Database Management.					\$ 263,770	
105		Total Evaluation Services					\$ 878,770	
106								
107	52432 Specialized Services Contracts	Annual CPA Audit					\$ 16,250	
108		Consultants					\$ 37,050	
109		Total Specialized Services Contracts					\$ 53,300	
110								
111	52504 Copy Equipment Rental	Rental services for copiers and color copy costs					\$ 8,560	
112								
113	52530 Rent/ Lease Structure	Office lease					\$ 260,160	
114								
115	52550 Special Departmental Expense	Fund for First 5 Association & State strategy and policy changes					\$ 10,000	
116								
117	52560 Books and Subscriptions	Professional literature for staff					\$ 500	
118								
119	52566 Minor Equipment	Office equipment & furnishings					\$ 2,500	
120								
121	52608 Out of County Travel	Required travel for First 5 programs and meetings					\$ 14,528	
122								
123	52610 Local Community Forums & Staff Development	Local community meetings and staff development					\$ 3,000	
124								
125								
126	52612 Staff Mileage	Mileage at approved IRS rate					\$ 7,500	
127								
128	52622 Out of County Training & Registration	First 5 meetings and conferences					\$ 4,925	
129								
130								
131	52704 Purchasing & Contracting	Anticipated RFP costs for services from Dept. of Purchasing & Contracting					\$ 1,000	
132								
133	52710 General Services Costs	General Services - miscellaneous costs					\$ 1,000	
134								
135	52721 Network Services	COSD IT contract: Phone, voicemail, data jacks & network services					\$ 42,044	
136								
137	52723 Data Center Services	COSD IT contract: Email services					\$ 2,920	
138								
139	52732 Desktop Services	COSD IT contract: Rental and service of computers, laptops, and printers					\$ 24,371	
140								
141	52750 Catalog Items	COSD IT contract: Upgrades - hardware, software and wireless networking					\$ 1,500	

	A	B	C	D	E	F	G	H	I
142									
143		53664 Contributions to Community Projects			<i>Previously Approved for FY 2020-21</i>		<i>Additional Requested Program Budget</i>	<i>Total Program Budget</i>	
144									
145		Health							
146			Healthy Development Services				\$ 10,000,000	\$ 10,000,000	
147			KidSTART				\$ 800,000	\$ 800,000	
148			Oral Health Initiative				\$ 1,000,000	\$ 1,000,000	
149			Reducing Childhood Injury				\$ 150,000	\$ 150,000	
150			Total Health					\$ 11,950,000	
151									
152		Learning							
153			Learn Well				\$ 8,416,580	\$ 8,416,580	
154			Mi Escuelita				\$ 653,160	\$ 653,160	
155			Total Learning					\$ 9,069,740	
156									
157		Family							
158			Targeted Home Visiting (CDPH, CalWORKs, CaL-Learn)				\$ 8,544,425	\$ 8,544,425	
159			Maternity Shelter				\$ 125,000	\$ 125,000	
160			Total Family					\$ 8,669,425	
161									
162		Community							
163			Information & Referral				\$ 300,000	\$ 300,000	
164			Parent & Public Education				\$ 400,000	\$ 400,000	
165			Community Projects				\$ 65,000	\$ 65,000	
166			Total Community					\$ 765,000	
167									
168			Total Contributions to Community Projects			\$ -	\$ 30,454,165	\$ 30,454,165	
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170		Amendments							
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