



First 5 Commission of San Diego

FY 2021-22 Operating Budget
March 16, 2021

Final
Draft

Item 6-1

Description	Requested Budget FY 2021-22		Budget Notes
Labor			
Salaries & Benefits	\$2,163,534		Staff (15 FTEs)
HHSA Burden	\$240,152		Overhead charge (11.10% of labor)
Total Labor Costs	\$2,403,686		
Services & Supplies			
Temp Help	2,000		Temporary labor
Other Communications	1,650		Warm line access
Cellular Phone Use	5,350		Cell phone service
Insurance	13,875		Prop10 Insurance
First Aid Supplies	100		First Aid Kit & AED supplies
Memberships	71,567		Various professional organizations
Office Expense	8,000		Consumable supplies
Postage	500		Postage / delivery services
Printing	3,300		Various printing services
County Counsel	5,500		County Counsel
Specialized Services Contracts	53,300		Annual Audit & Consultants
Copy Equipment Rental	8,500		Lease of multiple copy machines
Rents & Leases Services and Structures	270,310		Office lease/Tenants Improvements
Books and Subscriptions	250		Resource library
Minor Equipment	2,500		Office chairs, desks & other equip.
Out of County Travel	9,500		F5 Association Meetings & Conferences
Local Community Engagement	3,000		Community and Family Engagement
Staff Mileage	5,500		Mileage reimbursement
Network Services (IT contract)	38,000		Phone/voice mail, network services
Data Center Services (IT contract)	2,750		Email Service
Desktop Computing (IT contract)	22,050		Computers & Printers
Catalog Items (IT contract)	1,500		IT products
Total Services and Supplies	\$529,002		
Evaluation Services	\$823,770		
Total Operating Expenses (lines 12, 38, & 40)	\$3,756,458		
	Additional Requested Budget	Previously Approved	
Contributions to Community Outreach Projects	\$ 35,000	\$ 30,108,463	Total: \$30,143,463
TOTAL Operating Budget (lines 42 & 44)	\$3,791,458	\$ 30,108,463	\$33,899,921

Detail follows on Pages 2 & 3

$$\text{Admin Rate} = \frac{\text{Operating Expenses (less Evaluation-Program)}}{\text{Total Operating Budget}} = \frac{\$3,756,458 - \$978,770 - \$722,848}{\$33,899,921}$$

**PROJECTED
ADMIN RATE:
6.06%**

REVENUE	SOURCE	
Prop 10 - Tobacco Tax *	\$ 17,974,012	State of CA
Prop 56 Tobacco Tax Backfill *	\$ 6,496,859	State of CA
County of San Diego HHSA Public Health - CDPH Home Visiting Pilot	\$ 600,000	CA Dept of Public Health
County of San Diego HHSA Eligibility Operations - CalWORKs HV	\$ 3,528,938	CA Dept of Social Services - CalWORKs
County of San Diego HHSA Eligibility Operations - Cal-Learn	\$ 1,172,729	CA Dept of Social Services - Cal-Learn
F5CA Home Visiting Coordination Grant	\$ 100,000	First 5 CA Commission
Transfer from Sustainability Fund	4,027,383	First 5 San Diego
TOTAL REVENUE	\$ 33,899,921	

*Projected Revenue from First 5 California

A	B	C	D	E	F	G	H	I	
65	Budget Expenses Detail by Line Item								
66							<i>Total Budget</i>		
67	52570 Interdepartmental Expense	Commission staff salaries & benefits (15 FTE's)					\$ 2,163,534		
68		Burden (11.10%)					\$ 240,152		
69		Total Labor Costs paid to County of San Diego (HSA)					\$ 2,403,686		
70									
71	52010 Temporary Help	Administrative assistance					\$ 2,000		
72									
73	52066 Communications non-ISF	Warm line access					\$ 1,650		
74									
75	52068 Cellular Phone Use	Service for cell phones and broadband cards					\$ 5,350		
76									
77	52132 Insurance								
78		Crime Bond Insurance					\$ 3,600		
79		Special Liability Insurance					\$ 9,175		
80		Special Property Insurance					\$ 1,100		
81		Total Insurance					\$ 13,875		
82									
83	52252 Medical Supplies	First Aid & AED supplies					\$ 100		
84									
85	52270 Memberships								
86		F5 Association fees					\$ 69,747		
87		Catalyst (formerly SD Grantmakers)					\$ 1,000		
88		Government Finance Officers Association (GFOA)					\$ 700		
89		Zero to Three					\$ 120		
90		Total Memberships					\$ 71,567		
91									
92	52330 Office Expense	Office supplies & products					\$ 8,000		
93									
94	52332 Postage	Postage and mail services					\$ 500		
95									
96	52334 Printing	Printing services					\$ 3,300		
97									
98	52374 County Counsel	County Counsel services					\$ 5,500		
99									
100	52396 Evaluation Services								
101		Evaluation	Includes Contract Management and Evaluation				\$ 560,000		
102		Database	Data System (CMEDS) Database Management				\$ 263,770		
103		Total Evaluation Services					\$ 823,770		
104									
105	52432 Specialized Services Contracts								
106		Annual CPA Audit					\$ 16,250		
107		Consultants					\$ 37,050		
108		Total Specialized Services Contracts					\$ 53,300		
109									
110	52530 Rent & Leases Services /Structure	Office Lease/Tenant Improvements					\$ 270,310		
111									
112	52504 Copy Equipment Rental	Rental services for copiers and color copy costs					\$ 8,500		
113									
114	52560 Books and Subscriptions	Professional literature for staff					\$ 250		
115									
116	52566 Minor Equipment	Office equipment & furnishings					\$ 2,500		
117									
118	52608 Out of County Travel	Travel for First 5 Association Meetings and Conferences					\$ 9,500		
119									
120	52610 Local Community Engagement	Community and Family Engagement					\$ 3,000		
121									
122	52612 Staff Mileage	Mileage at approved IRS rate					\$ 5,500		
123									
124	52721 Network Services	COSD IT contract: Phone, voicemail, data jacks & network services					\$ 38,000		
125									
126	52723 Data Center Services	COSD IT contract: Email services					\$ 2,750		
127									
128	52732 Desktop Services	COSD IT contract: Rental and service of computers, laptops, and printers					\$ 22,050		
129									
130	52750 Catalog Items	COSD IT contract: Upgrades - hardware, software and wireless networking					\$ 1,500		

	A	B	C	D	E	F	G	H	I
131									
132		53664 Contributions to Community Projects			<i>Previously Approved</i>	<i>Additional Requested</i>		<i>Total</i>	
133					<i>for FY 2021-22</i>	<i>Program Budget</i>		<i>Program Budget</i>	
134		Health							
135			Healthy Development Services		\$ 9,963,374			\$ 9,963,374	
136			KidSTART		\$ 800,000			\$ 800,000	
137			Oral Health Initiative		\$ 1,000,000			\$ 1,000,000	
138			Reducing Childhood Injury		\$ 150,000			\$ 150,000	
139			Total Health					\$ 11,913,374	
140									
141		Learning							
142			Learn Well		\$ 8,000,000			\$ 8,000,000	
143			Mi Escuelita		\$ 653,160			\$ 653,160	
144			Total Learning					\$ 8,653,160	
145									
146		Family							
147			Targeted Home Visiting		\$ 8,651,929			\$ 8,651,929	
148			Maternity Shelter		\$ 125,000			\$ 125,000	
149			Total Family					\$ 8,776,929	
150									
151		Community							
152			Information & Referral		\$ 300,000			\$ 300,000	
153			Parent & Public Education		\$ 400,000			\$ 400,000	
154			Community Projects		\$ 65,000	\$ 35,000		\$ 100,000	
155			Total Community					\$ 800,000	
156									
157			Total Contributions to Community Projects		\$ 30,108,463	\$ 35,000		\$ 30,143,463	
158									
159									
160									
161									
162									
163									
164									
165									
166									
167									
168									
169									