



# First 5 Commission of San Diego

Item 6-1

FY 2023-24 Operating Budget  
April 20, 2023

Description	Requested Budget FY 2023-24	Budget Notes
<b>Labor</b>		
Salaries & Benefits	\$2,701,411	Staff (15 FTEs)
HHSA Burden	\$345,781	Overhead charge (12.80% of labor)
<b>Total Labor Costs</b>	<b>\$3,047,192</b>	
<b>Services &amp; Supplies</b>		
Temp Help	5,000	Temporary labor help
Other Communications	1,440	Warm line access
Cellular Phone Use	6,343	Cell phone service
Insurance	14,034	Prop10 Insurance
First Aid Supplies	100	First Aid Kit & AED supplies
Memberships	71,462	Various professional organizations
Office Expense	7,500	Consumable supplies
Postage	500	Postage / delivery services
Printing	3,300	Various printing services
County Counsel	7,068	County Counsel
Specialized Services Contracts	57,025	Annual Audit & Consultants
Copy Equipment Rental	7,810	Lease of multiple copy machines
Rents & Leases Services and Structures	303,397	Office lease/Storage
Books and Subscriptions	400	Resource library
Minor Equipment	2,500	Office furniture & other minor equipment
Out of County Travel	10,958	F5 Association Meetings & Conferences
In-County/Non-Travel	3,414	Community and Family Engagement
Staff Mileage	7,100	Mileage reimbursement
Network Services (IT contract)	30,336	Phone/voice mail, network services
Data Center Services (IT contract)	2,250	Email Service
Desktop Computing (IT contract)	20,050	Computers & Printers
Catalog Items (IT contract)	2,000	IT products
<b>Total Services and Supplies</b>	<b>\$563,987</b>	
<b>Data &amp; Evaluation Services</b>	<b>\$868,770</b>	
<b>Total Operating Expenses (lines 14, 40, &amp; 42)</b>	<b>\$4,479,949</b>	
	Additional Requested Budget	Previously Approved
<b>Program Funding</b>	\$ -	\$ 33,926,815
		<b>Total: \$33,926,815</b>
<b>TOTAL Operating Budget (lines 44 &amp; 46)</b>	<b>\$4,479,949</b>	<b>\$ 33,926,815</b>
		<b>\$38,406,764</b>

Detail follows on Pages 2 & 3

Admin Rate = Operating Expenses (less Evaluation-Program) =  $\frac{\$4,479,949 - \$1,049,180 - \$1,203,374}{\$38,406,764}$

**PROJECTED  
ADMIN RATE:  
5.80%**

REVENUE	SOURCE
Prop 10 - Tobacco Tax *	\$ 18,379,912 State of CA Prop 10
Prop 10 Tobacco Tax (Prop 56 Backfill *)	\$ 5,940,000 State of CA Prop 56
COSD HHSA Public Health - Doula Pilot Program	\$ 445,000 HHSA General & Realignment Funds
COSD HHSA Self Sufficiency Operations - CalWORKs HV	\$ 4,000,000 CA Dept of Social Services
F5CA Home Visiting Coordination Grant	\$ 470,000 First 5 CA
Transfer from Sustainability Fund	9,171,852 First 5 San Diego
<b>TOTAL REVENUE</b>	<b>\$ 38,406,764</b>

\*Projected Revenue from First 5 California

	A	B	C	D	E	F	G	H	I	
70		<b>Budget Expenses Detail by Line Item</b>								
71									<i>Total Budget</i>	
72		<b>52570 Interdepartmental Expense</b>	Commission staff salaries & benefits (15 FTE's)					\$	2,701,411	
73			Burden Rate to COSD (12.80%)					\$	345,781	
74			<b>Total Labor Costs paid to County of San Diego (HHSA)</b>					\$	<b>3,047,192</b>	
75										
76		<b>52010 Temporary Help</b>	Administrative Support					\$	<b>5,000</b>	
77										
78		<b>52066 Communications non-ISF</b>	Warm line access					\$	<b>1,440</b>	
79										
80		<b>52068 Cellular Phone Use</b>	Service for cell phones and broadband cards					\$	<b>6,343</b>	
81										
82		<b>52132 Insurance</b>								
83			Crime Bond Insurance					\$	3,200	
84			Special Liability Insurance					\$	9,734	
85			Special Property Insurance					\$	1,100	
86			<b>Total Insurance</b>					\$	<b>14,034</b>	
87										
88		<b>52252 Medical Supplies</b>	First Aid & AED supplies					\$	<b>100</b>	
89										
90		<b>52270 Memberships</b>								
91			F5 Association					\$	69,747	
92			Catalyst of San Diego					\$	1,015	
93			Government Finance Officers Association (GFOA)					\$	700	
94			<b>Total Memberships</b>					\$	<b>71,462</b>	
95										
96		<b>52330 Office Expense</b>	Office supplies & products					\$	<b>7,500</b>	
97										
98		<b>52332 Postage</b>	Postage and mail services					\$	<b>500</b>	
99										
100		<b>52334 Printing</b>	Printing services					\$	<b>3,300</b>	
101										
102		<b>52374 County Counsel</b>	County Counsel services					\$	<b>7,068</b>	
103										
104		<b>52396 Evaluation Services</b>								
105			Evaluation					\$	590,000	
106			Database	Data System (CMEDS) Database Management				\$	278,770	
107			<b>Total Evaluation Services</b>					\$	<b>868,770</b>	
108										
109		<b>52432 Specialized Services Contracts</b>								
110			Annual CPA Audit					\$	17,025	
111			Consultants					\$	40,000	
112			<b>Total Specialized Services Contracts</b>					\$	<b>57,025</b>	
113										
114		<b>52530 Rent &amp; Leases Services /Structure</b>	Office Lease/Storage Rent					\$	<b>303,397</b>	
115										
116		<b>52504 Copy Equipment Rental</b>	Rental services for copiers and color copy costs					\$	<b>7,810</b>	
117										
118		<b>52560 Books and Subscriptions</b>	Professional literature for staff					\$	<b>400</b>	
119										
120		<b>52566 Minor Equipment</b>	Office furniture & other minor equipment					\$	<b>2,500</b>	
121										
122		<b>52608 Out of County Travel</b>	Travel for First 5 Association Meetings and Conferences					\$	<b>10,958</b>	
123										
124		<b>52610 In-County/Non-Travel</b>	In-County/Non-Travel expense					\$	<b>3,414</b>	
125										
126		<b>52612 Staff Mileage</b>	Mileage at approved IRS rate					\$	<b>7,100</b>	
127										
128		<b>52721 Network Services</b>	COSD IT contract: Phone, voicemail, data jacks & network services					\$	<b>30,336</b>	
129										
130		<b>52723 Data Center Services</b>	COSD IT contract: Email services					\$	<b>2,250</b>	
131										
132		<b>52732 Desktop Services</b>	COSD IT contract: Rental and service of computers, laptops, and printers					\$	<b>20,050</b>	
133										
134		<b>52750 Catalog Items</b>	COSD IT contract: Upgrades - hardware, software and wireless networking					\$	<b>2,000</b>	
135										

	A	B	C	D	E	F	G	H	I
136		<b>Program Funding</b>			<i>Previously Approved</i>		<i>Additional Requested</i>	<b>Total</b>	
137					<i>for FY 2023-24</i>		<i>Program Budget</i>	<b>Program Budget</b>	
138		<b>Health</b>							
139			Healthy Development Services		\$ 12,700,000			\$ 12,700,000	
140			KidSTART Center		\$ 1,100,000			\$ 1,100,000	
141			Oral Health Initiative		\$ 1,000,000			\$ 1,000,000	
142			Reducing Childhood Injury		\$ 150,000			\$ 150,000	
143			Doula Pilot Program		\$ 400,000			\$ 400,000	
144			<b>Total Health</b>					<b>\$ 15,350,000</b>	
145									
146		<b>Learning</b>							
147			Learn Well Initiative		\$ 8,000,000			\$ 8,000,000	
148			Mi Escuelita Therapeutic Preschool		\$ 653,160			\$ 653,160	
149			<b>Total Learning</b>					<b>\$ 8,653,160</b>	
150									
151		<b>Family</b>							
152			First 5 First Steps		\$ 8,528,655			\$ 8,528,655	
153			F5CA Home Visiting Coordination Grant		\$ 470,000			\$ 470,000	
154			Maternity Shelter Program		\$ 125,000			\$ 125,000	
155			<b>Total Family</b>					<b>\$ 9,123,655</b>	
156									
157		<b>Community</b>							
158			Information & Referral Warmline		\$ 300,000			\$ 300,000	
159			Parent & Public Education		\$ 400,000			\$ 400,000	
160			Community Outreach		\$ 100,000			\$ 100,000	
161			<b>Total Community</b>					<b>\$ 800,000</b>	
162									
163					<b>Program Funding</b>	<b>\$ 33,926,815</b>	<b>\$ -</b>	<b>\$ 33,926,815</b>	
164									
177									