

**First 5 Commission of San Diego  
FY 2009-10 Operating Budget**

**ITEM 5**

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**\*DRAFT\***

Description		Proposed FY 2009-10 Budget	Prior-Year Encumbrances	Allocations for Expense in Future Years	FY 2009-10 Operating Budget (= B+C-D)	Budget Notes
7	Salaries & Benefits	\$ 2,080,400			2,080,400	19 FTE & 2.7 Part-Time FTE
8	San Diego County Overhead	312,060			312,060	15% of labor
9	<b>Total labor costs per IA</b>	<b>2,392,460</b>			<b>2,392,460</b>	
12	<b>Services &amp; Supplies</b>					
13	Temp Services	10,000			10,000	Temporary clerical support
14	Cellular Phone Use	3,780			3,780	Cell phone service
15	Other Insurance	10,455			10,455	Prop10 Insurance
16	Memberships	38,790			38,790	State Assoc. & others
17	Transit Saver Pass	700			700	Bus passes
18	Office Expense	27,000			27,000	Consumable supplies
19	Postage	10,000			10,000	Postage / delivery services
20	Printing	20,000			20,000	Various printing services
21	Special Expenses	44,000			44,000	Comm. outreach items / MSW Intern
22	Inter-departmental	40,000			40,000	County Counsel
23	Specialized Services Contracts	531,760	1,599,928	111,034	2,020,654	Evaluation , Specialists, Planning
24	Rents & Leases Copy Equipment	8,462			8,462	Copy machine lease
25	Postage Meter Rental	1,226			1,226	Postage meter rental
26	Rents & Leases Structures	190,218			190,218	Office lease
27	Books and Publications	2,000			2,000	Resource library
28	Minor Equipment	15,000			15,000	Office chairs, desks & other equip.
29	Out of Cnty Travel/Transp/Lodging	16,000			16,000	Meetings & trainings
30	Non-travel & In-County Travel	28,000			28,000	Local community meetings
31	Employee Auto	5,500			5,500	Mileage reimbursement
32	Out of County Training/Registration	10,000			10,000	Training registration
33	Gas & Electricity	11,506			11,506	Utilities
34	Purchasing ISF - (Not Merchandise)	40,000			40,000	Procurement services
35	Fac. Mgmt.- Real Prop ISF	5,269			5,269	Services for building lease
36	Network Services IT ISF	65,625			65,625	Phone/voice mail, network services
37	Data Center Services IT ISF	4,062			4,062	Email service
38	Desktop Computing	44,312			44,312	PC's & printers / chargeback
39	Catalog Items	3,000			3,000	IT products
40	<b>Total Services and Supplies</b>	<b>\$ 1,186,665</b>	<b>\$ 1,599,928</b>	<b>\$ 111,034</b>	<b>\$2,675,559</b>	
42	<b>Total Operating Expenses</b>	<b>\$ 3,579,125</b>	<b>\$ 1,599,928</b>	<b>\$ 111,034</b>	<b>\$5,068,019</b>	
44	<b>Contributions to Community Projects</b>	<b>\$ 9,878,658</b>	<b>\$ 77,365,085</b>	<b>\$ 3,968,802</b>	<b>\$83,274,941</b>	
46	<b>TOTAL Requested Appropriations</b>	<b>\$ 13,457,783</b>	<b>\$ 78,965,013</b>	<b>\$ 4,079,836</b>	<b>\$88,342,960</b>	Total Operating Budget
48	Detail follows on Pages 2 and 3.					
49	$\text{Admin Rate} = \frac{\text{Operating Expenses (less Evaluation)}}{\text{Total Operating Budget}} = \frac{\text{F42: } \$5,068,019 - (\text{H104: } \$1,111,033 + \text{H156: } \$262,241)}{\text{F46: } \$88,342,960}$					<b>PROJECTED ADMIN RATE: 4.18%</b>
53	<b>REVENUE</b>					
54	Prop 10				32,989,900	Based on 10-Year Plan
55	School Readiness				2,927,000	State match of 50%
56	SD Cares				600,000	State match of 20%
57	Special Needs Demo Match				125,000	State match of 50%
58	Power of Preschool				100,000	State match based on spaces
59	California Endowment Grant Award				360,000	For Fluoridation expenses
60	Transfer from Sustainability Fund				51,241,060	Transfer from Sustainability Fund
61	<b>TOTAL REVENUE</b>				<b>\$88,342,960</b>	

**Budget Expense Detail by line item**

	A	B	C	D	E	F	H
63							
64	<b>Budget Expense Detail by line item</b>						
65							<i>Total Budget</i>
66	<b>52995 Internal Agreement</b>	19 FTE's				\$	1,939,012
67	(Salaries & Benefits paid to	Retirees (4 = 1.6 FTE) & Student Workers (2 = 1.1 FTE)				\$	141,388
68	County of San Diego)					\$	2,080,400
69							
70							
71	<b>52010 Temp Services</b>	Temporary secretarial support. - 8 weeks @ avg. \$1,250 per week	(Same as prior year)			\$	10,000
72							
73							
74	<b>52068 Cellular Phone Use</b>	Service for 3 cell phones, 2 blackberries and 3 laptop cards	(Same as prior year)			\$	3,780
75							
76	<b>52132 Other Insurance</b>	Crime Bond Insurance				\$	2,768
77		Special Liability Insurance				\$	7,004
78		Special Property Insurance				\$	683
79		All insurance adjusted 2.5% from prior year amount for inflator				\$	10,455
80							
81	<b>52270 Memberships</b>	Prop 10 State Association	(Same as prior year)			\$	28,915
82		Grantmakers	(Same as prior year)			\$	7,875
83		Other memberships	(Same as prior year)			\$	2,000
84						\$	38,790
85							
86	<b>52302 Transit Saver Pass</b>	Increased prior year amount by \$200 to reflect anticipated expense:				\$	700
87							
88	<b>52330 Office Expense</b>	Consumable supplies - Reduced 10% from prior year				\$	27,000
89							
90	<b>52332 Postage</b>	Increased \$3,000 from prior year for warehousing & delivery of Commission materials				\$	10,000
91							
92	<b>52334 Printing</b>	Brochures, Reports, Forms - Reduced prior year amount by \$10,000				\$	20,000
93							
94	<b>52370 Special Expenses</b>	Community Outreach Items	(Same as prior year)			\$	20,000
95		Graduate Student Intern	(Same as prior year)			\$	4,000
96		Unanticipated Costs	(Same as prior year)			\$	20,000
97						\$	44,000
98							
99	<b>52374 Inter-Departmental</b>	County Counsel services - Reduced prior year amount by \$20,000				\$	40,000
100							
101	<b>52432 Specialized Services</b>			<i>Previously Encumbered</i>	<i>Requested</i>		<i>Total</i>
102	<b>Contracts</b>			<i>for FY 2009-10</i>	<i>FY 2009-10 Budget</i>		<i>FY 2009-10 Budget</i>
103							
104	Evaluation	Includes CMEDS Database Manager		\$ 1,111,033	\$ -	\$	1,111,033
105	Annual Audit	(Same as prior year)		\$ -	\$ 21,000	\$	21,000
106	Communications	Consultant retainer for community outreach and public education; coordination of press and public affairs activities; host, maintain and update website		\$ 150,000	\$ 150,000	\$	300,000
107							
108							
109							
110							
111							
112							
113	Technical Writing	(Reduced 38% from prior year)		\$ -	\$ 66,180	\$	66,180
114		Estimate 782 hours for the year for technical writing support for the following projects:					
115		(includes estimated expenditure % by category)					
116		- Statement of Work Development - 5 SOW's					
117		(47%)					
118		- Edit Annual Evaluation Report (10%)					
119		- Draft Contract Policies (10%)					
120		- Commission Agenda Documents (12%)					
121		- Draft Administrative and Commission					
122		- Special Commission Reports (8%)					
123							
124							
125	Special Projects	(Increased 17% from prior year)		\$ -	\$ 70,200	\$	70,200
126		Estimate 33 hours per week for approx 50 weeks for 2 special projects consultants for review and developing Commission materials,					
127		developing programmatic and fiscal reports for State-matched projects, oversight and long-term monitoring of capital projects, and developing solicitation and contract documents.					
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	A	B	C	D	E	F	H
134	<b>Page 3 of 4</b>						
135	<b>52432 Specialized Services Contracts</b>	(Continued)		<i>Previously Encumbered for FY 2009-10</i>		<i>Requested FY 2009-10 Budget</i>	<i>Total FY 2009-10 Budget</i>
136							
137							
138	Parent Development Specialist	(increased 30% from prior year due to full versus partial-year contract)		\$ -		\$ 120,000	\$ 120,000
139		Estimate 30 hours per week for approx. 50 weeks for design and implementation of new parent education/development activities, programs, and initiatives per new Strategic Plan and Parent Development study					
140							
141							
142							
143							
144							
145							
146	Strategic Plan Implementation	(New line item)		\$ -		\$ 30,000	\$ 30,000
147		Estimate 20 hours per week for 15 weeks for strategic plan implementation services (prepare final strategic plan document for distribution/presentation to stakeholders and public; conduct presentations to stakeholders; develop implementation plan for strategies identified in new plan)					
148							
149							
150							
151							
152							
153							
154							
155	Website Consultant Services	(Same as prior year)		\$ -		\$ 40,000	\$ 40,000
156	CMEDS Database Provider	Increase contract amount for additional users		\$ 227,861		\$ 34,380	\$ 262,241
157				\$ 1,488,894		\$ 531,760	\$ 2,020,654
158							
159							
160	<b>52504 Rent/Lease Copy Equip.</b>	Two copiers @ \$705.17 per month for 12 months				(Same as prior year)	\$ 8,462
161							
162	<b>52506 Postage Meter Rental</b>	\$309 per quarter for 4 quarters - Increased 2.5% from prior year for inflation					\$ 1,226
163							
164	<b>52530 Rent/ Lease Structure</b>	\$15,851.50 per month for 12 months - per lease agreement w/ COLA					\$ 190,218
165							
166	<b>52560 Books and Publications</b>	For staff resource center - Reduced \$3,000 from prior year to reflect anticipated expenses					\$ 2,000
167							
168	<b>52566 Minor Equipment</b>	Office equipment, chairs, desks etc. - reduced \$61,500 from prior year					\$ 15,000
169							
170	<b>52608 Out of County Travel</b>	State required travel for Program Projects & State & Regional Association Meetings. Reduced \$2,000 from prior year (Registration in account 52622)					\$ 16,000
171							
172							
173	<b>52610 Non-travel/In County</b>	Local Meetings				(Same as prior year)	\$ 20,000
174		Childcare Services				(Same as prior year)	\$ 3,000
175		Translation Services				(Same as prior year)	\$ 5,000
176							\$ 28,000
177							
178	<b>52612 Employee Auto</b>	Programmatic and Fiscal site visits (mileage at the IRS rate of 55¢ per mile) - Reduced \$2,000 from prior year					\$ 5,500
179							
180	<b>52622 Out of County Training &amp; Registration</b>	State required travel for Program Projects; State & Regional Association Meetings. Same as prior year					\$ 10,000
181							
182							
183	<b>52672 Gas/Electricity</b>	Increased 2.5% from prior year for inflation					\$ 11,506
184							
185	<b>52704 Purchasing ISF</b>	KidSTART RFP				(Reduced 50% from prior year)	\$ 5,000
186		Parent Development RFP's (2 @ \$5,000 each)				(Reduced 50% from prior year)	\$ 10,000
187		New RFP				(Increased 50% from prior year)	\$ 20,000
188		Consultant RFSQ's				(Reduced 75% from prior year)	\$ 5,000
189							\$ 40,000
190							
191							
192	<b>52710 Fac. Mgmt / Real Prop ISF</b>	Costs determined by Agency Budget Office (2.77% of lease total)					\$ 5,269
193							
194	<b>52721 Network Services ISF</b>	Phone/voicemail & network services - Increased \$7,820 for Video Conferencing System rental & use					\$ 65,625
195							
196	<b>52723 Data Center Services IT ISF</b>	Email services				(Same as prior year)	\$ 4,062
197							
198	<b>52732 Desktop Services</b>	Rental and repair of 29 PCs, data jacks and printers				(Same as prior year)	\$ 44,312
199							
200	<b>52750 Catalog Items</b>	Upgrades - hardware, software and wireless networking - reduced \$2,000 from prior year					\$ 3,000
201							
202	<b>53664 Contributions to Community Projects</b>			<i>Previously Encumbered for FY 2009-10</i>		<i>Requested FY 2009-10 Budget</i>	<i>Total FY 2009-10 Budget</i>
203							
204							
205	Community Events			\$ -		\$ 80,000	\$ 80,000

	A	B	C	D	E	F	H
206							<b>Page 4 of 4</b>
207	<b>53664 Contributions to</b>	(Continued)		<i>Previously Encumbered</i>		<i>Requested</i>	Total
208	<b>Community Projects</b>			<i>for FY 2009-10</i>		<i>FY 2009-10 Budget</i>	FY 2009-10 Budget
209							
210	Communications Strategies	- Public education and outreach to 1) raise awareness of importance of children's early development; 2) promote positive parenting practices and behaviors; and, 3) increase awareness of and access to Commission-funded services		\$ -		\$ 408,400	\$ 408,400
211							
212							
213							
214							
215							
216							
217	2-1-1 San Diego			\$ 1,055,000		\$ -	\$ 1,055,000
218	School Readiness Projects			\$ 5,854,095		\$ -	\$ 5,854,095
219	CARES Early Learning Workforce Development			\$ 2,000,000		\$ -	\$ 2,000,000
220	Healthy Development Services	- Public education and outreach to: 1) increase awareness of and access to Commission-funded health services; and, 2) promote positive parenting practices and behaviors that reduce the need for more complex and costly health services		\$ 15,197,600		\$ 400,000	\$ 15,597,600
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223							
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225							
226							
227	Special Needs Demonstration Project			\$ 500,000		\$ -	\$ 500,000
228	Preschool for All Demonstration Project			\$ 6,143,000		\$ -	\$ 6,143,000
229	Kit for New Parents			\$ 687,000		\$ -	\$ 687,000
230	Healthcare Insurance Access			\$ 3,087,538		\$ -	\$ 3,087,538
231	Oral Health Education & Treatment			\$ 8,487,000		\$ -	\$ 8,487,000
232	First 5 for Parents Direct Services			\$ 3,422,889		\$ -	\$ 3,422,889
233	Parent Development	- Develop and coordinate activities to support: 1) professional development of parent educators; 2) development of a public-private partnership to promote child- & family-friendly business practices; and, 3) increase & promote the availability of on-line information for parents		\$ -		\$ 500,000	\$ 500,000
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236							
237							
238							
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240							
241	KidSTART	- Pilot and implementation of program		\$ 200,000		\$ 2,615,000	\$ 2,815,000
242	Community Engagement	-Develop public-private academic partnerships to promote the importance of early childhood development and build awareness and support of strategies that support young children. Includes community outreach activities and educational presentations to community groups, businesses and service organizations; and, production of outreach and educational materials.		\$ -		\$ 324,000	\$ 324,000
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249							
250							
251							
252	Community Water Fluoridation	- Grant from The California Endowment		\$ -		\$ 360,000	\$ 360,000
253	Childhood Obesity Initiative			\$ 130,000		\$ -	\$ 130,000
254	First 5 Regional Projects - Southern California Alliance for Learning and Research			\$ -		\$ 30,000	\$ 30,000
255	Prior-Year Obligations:						
256		Responsive Funds (AAP & CHIP)				\$ 95,207	\$ 95,207
257		Community Water Fluoridation:					
258		-Capital costs				\$ 4,887,544	\$ 4,887,544
259		-Other expenses (consultants)				\$ 178,507	\$ 178,507
260	Additional Projected Roll-Over Encumbrances for Capital, Responsive, and other project-length contracts			\$ 26,632,161			\$ 26,632,161
261							
262				\$ 73,396,283		\$ 9,878,658	\$ 83,274,941