

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

Item 7-1

DRAFT

	A	B	C	D	E	F	H	
1	First 5 Commission of San Diego FY 2009-10 Operating Budget							Item 7-1
2	*DRAFT*							
3								
4								
5	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	
6								
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	Total labor costs per IA	2,392,460				2,392,460		
10								
11								
12	Services & Supplies							
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	Total Services and Supplies	\$ 1,186,665	\$ 1,599,928	\$ 111,034		\$2,675,559		
41								
42	Total Operating Expenses	\$ 3,579,125	\$ 1,599,928	\$ 111,034		\$5,068,019		
43								
44	Contributions to Community Projects	\$ 5,951,642	\$ 81,292,101	\$ 3,968,802		\$83,274,941		
45								
46	TOTAL Requested Appropriations	\$ 9,530,767	\$ 82,892,029	\$ 4,079,836		\$88,342,960	Total Operating Budget	
47								
48	Detail follows on Pages 2 and 3.							
49	Admin Rate = Operating Expenses (less Evaluation) = $\frac{F42: \\$5,068,019 - (H104: \\$1,111,033 + H156: \\$262,241)}{F46: \\$88,342,960}$						PROJECTED ADMIN RATE: 4.18%	
50								
51								
52								
53	REVENUE							
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	TOTAL REVENUE					\$88,342,960		
62								

	A	B	C	D	E	F	H
63							
64	Budget Expense Detail by line item						
65							<i>Total Budget</i>
66	52995 Internal Agreement	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)	Overhead (15%)				\$	312,060
69						\$	2,392,460
70							
71	52010 Temp Services	Temporary secretarial support. - 8 weeks @ avg. \$1,250 per week		(Same as prior year)		\$	10,000
72							
73	52068 Cellular Phone Use	Service for 3 cell phones, 2 blackberries and 3 laptop cards		(Same as prior year)		\$	3,780
74							
75	52132 Other Insurance	Crime Bond Insurance				\$	2,768
76		Special Liability Insurance				\$	7,004
77		Special Property Insurance				\$	683
78		All insurance adjusted 2.5% from prior year amount for inflator				\$	10,455
79							
80	52270 Memberships	Prop 10 State Association				\$	28,915
81		Grantmakers				\$	7,875
82		Other memberships				\$	2,000
83				(Same as prior year)		\$	38,790
84							
85	52302 Transit Saver Pass	Increased prior year amount by \$200 to reflect anticipated expense:				\$	700
86							
87	52330 Office Expense	Consumable supplies - Reduced 10% from prior year				\$	27,000
88							
89	52332 Postage	Increased \$3,000 from prior year for warehousing & delivery of Commission materials				\$	10,000
90							
91	52334 Printing	Brochures, Reports, Forms - Reduced prior year amount by \$10,000				\$	20,000
92							
93	52370 Special Expenses	Community Outreach Items				\$	20,000
94		Graduate Student Intern				\$	4,000
95		Unanticipated Costs				\$	20,000
96				(Same as prior year)		\$	44,000
97							
98	52374 Inter-Departmental	County Counsel services - Reduced prior year amount by \$20,000				\$	40,000
99							
100	52432 Specialized Services		<i>Previously Encumbered</i>	<i>Requested</i>			<i>Total</i>
101	Contracts		<i>for FY 2009-10</i>	<i>FY 2009-10 Budget</i>			<i>FY 2009-10 Budget</i>
102							
103	Evaluation	Includes CMEDS Database Manager	\$ 1,111,033	\$ -		\$	1,111,033
104	Annual Audit	(Same as prior year)	\$ -	\$ 21,000		\$	21,000
105	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
106							
107							
108							
109							
110	Technical Writing	(Reduced 38% from prior year)	\$ -	\$ 66,180		\$	66,180
111		Estimate 782 hours for the year for technical writing support for the following projects:					
112		(includes estimated expenditure % by category)					
113		- Statement of Work Development -					
114		5 SOW's (47%)					
115		- Edit Annual Evaluation Report (10%)					
116		- Draft Contract Policies (10%)					
117		- Commission Agenda Documents (12%)					
118		- Draft Administrative and Commission Policies (12%)					
119		- Special Commission Reports (8%)					
120							
121							
122							
123	Special Projects	(Increased 17% from prior year)	\$ -	\$ 70,200		\$	70,200
124		Estimate 33 hours per week for approx 50 weeks for 2 special projects consultants for review and developing Commission materials,					
125		developing programmatic and fiscal reports for State-matched projects, oversight and long-term monitoring of capital projects, and developing solicitation and contract documents.					
126							
127							
128							
129							
130							
131							
132							

	A	B	C	D	E	F	H
133							
134	52432 Specialized Services Contracts	(Continued)		<i>Previously Encumbered for FY 2009-10</i>		<i>Requested FY 2009-10 Budget</i>	<i>Total FY 2009-10 Budget</i>
135							
136							
137	Parent Development Specialist	(increased 30% from prior year due to full versus partial-year contract)		\$ -		\$ 120,000	\$ 120,000
138		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					
139							
140							
141							
142							
143							
144	Strategic Plan Implementation	(New line item)		\$ -		\$ 30,000	\$ 30,000
145		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)					
146							
147							
148							
149							
150							
151							
152							
153							
154	Website Consultant Services	(Same as prior year)		\$ -		\$ 40,000	\$ 40,000
155	CMEDS Database Provider	Increase contract amount for additional users		\$ 227,861		\$ 34,380	\$ 262,241
156				\$ 1,488,894		\$ 531,760	\$ 2,020,654
157							
158							
159	52504 Rent/Lease Copy Equip.	Two copiers @ \$705.17 per month for 12 months			(Same as prior year)	\$	8,462
160							
161	52506 Postage Meter Rental	\$309 per quarter for 4 quarters - Increased 2.5% from prior year for inflation				\$	1,226
162							
163	52530 Rent/ Lease Structure	\$15,851.50 per month for 12 months - per lease agreement w/ COLA				\$	190,218
164							
165	52560 Books and Publications	For staff resource center - Reduced \$3,000 from prior year to reflect anticipated expenses				\$	2,000
166							
167	52566 Minor Equipment	Office equipment, chairs, desks etc. - reduced \$61,500 from prior year				\$	15,000
168							
169	52608 Out of County Travel	State required travel for Program Projects & State & Regional Association Meetings. Reduced \$2,000 from prior year (Registration in account 52622)				\$	16,000
170							
171							
172	52610 Non-travel/In County	Local Meetings				\$	20,000
173		Childcare Services				\$	3,000
174		Translation Services				\$	5,000
175					(Same as prior year)	\$	28,000
176							
177							
178	52612 Employee Auto	Programmatic and Fiscal site visits (mileage at the IRS rate of 55¢ per mile)				\$	5,500
179		- Reduced \$2,000 from prior year					
180							
181	52622 Out of County Training & Registration	State required travel for Program Projects; State & Regional Association Meetings. Same as prior year				\$	10,000
182							
183							
184	52672 Gas/Electricity	Increased 2.5% from prior year for inflation				\$	11,506
185							
186	52704 Purchasing ISF	KidSTART RFP				\$	5,000
187		Parent Development RFP's (2 @ \$5,000 each)				\$	10,000
188		New RFP				\$	20,000
189		Consultant RFSQ's				\$	5,000
190					(Same as prior year)	\$	40,000
191							
192							
193	52710 Fac. Mgmt / Real Prop ISF	Costs determined by Agency Budget Office (2.77% of lease total)				\$	5,269
194							
195	52721 Network Services ISF	Phone/voicemail & network services - Increased \$7,820 for Video Conferencing System rental & usage					
196							
197							
198	52723 Data Center Services IT ISF	Email services			(Same as prior year)	\$	4,062
199							
200	52732 Desktop Services	Rental and repair of 29 PCs, data jacks and printers			(Same as prior year)	\$	44,312
201							
202	52750 Catalog Items	Upgrades - hardware, software and wireless networking - reduced \$2,000 from prior year				\$	3,000

	A	B	C	D	E	F	H
203							
204	53664 Contributions to Community Projects			<i>Previously Encumbered for FY 2009-10</i>		<i>Requested FY 2009-10 Budget</i>	<i>Total FY 2009-10 Budget</i>
205							
206							
207	Community Events			\$ -		\$ 80,000	\$ 80,000
208	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
209							
210							
211							
212							
213							
214							
215	2-1-1 San Diego			\$ 1,055,000		\$ -	\$ 1,055,000
216	School Readiness Projects			\$ 5,854,095		\$ -	\$ 5,854,095
217	CARES Early Learning Workforce Development			\$ 2,000,000		\$ -	\$ 2,000,000
218	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
219							
220							
221							
222							
223							
224							
225	Special Needs Demonstration Project			\$ 500,000		\$ -	\$ 500,000
226	Preschool for All Demonstration Project			\$ 6,143,000		\$ -	\$ 6,143,000
227	Kit for New Parents			\$ 687,000		\$ -	\$ 687,000
228	Healthcare Insurance Access			\$ 3,087,538		\$ -	\$ 3,087,538
229	Oral Health Education & Treatment			\$ 8,487,000		\$ -	\$ 8,487,000
230	First 5 for Parents Direct Services			\$ 3,422,889		\$ -	\$ 3,422,889
231	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
232							
233							
234							
235							
236							
237							
238							
239	KidSTART	- Pilot and implementation of program		\$ 200,000		\$ 2,615,000	\$ 2,815,000
240	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
241							
242							
243							
244							
245							
246							
247							
248							
249							
250	Community Water Fluoridation	Grant from The California Endowment				\$ 360,000	\$ 360,000
251	Childhood Obesity Initiative			\$ 130,000		\$ -	\$ 130,000
252	First 5 Regional Projects - Southern California Alliance for Learning and Results			\$ -		\$ 30,000	\$ 30,000
253	<i>Subtotal:</i>			\$ 46,764,122		\$ 4,717,400	\$ 51,481,522
254	Re-budgeted Items:						
255		Responsive Funds (AAP & CHIP)				\$ 95,207	\$ 95,207
256		Community Water Fluoridation:					
257		-Capital costs				\$ 960,528	\$ 960,528
258		-Other expenses (consultants)				\$ 178,507	\$ 178,507
259	Additional Projected Roll-Over Encumbrances for Capital, Responsive, Fluoridation, and other project-length contracts			\$ 30,559,177			\$ 30,559,177
260							
261	<i>Subtotal:</i>			\$ 30,559,177		\$ 1,234,242	\$ 31,793,419
262	Grand Total:			\$ 77,323,299		\$ 5,951,642	\$ 83,274,941