

First 5 Commission of San Diego

Proposed Commission Budget for Fiscal Year 2009-10

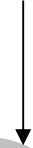
The following document provides clarification for proposed budget expenses for FY 2009-10 with significant changes from FY 2008-09. The proposed budget for FY 2009-10 for the First 5 Commission of San Diego was developed in accordance with the revenue and expense projections in the Commission's 10-Year Financial Plan.

Significant expense changes in the FY 2009-10 budget compared to FY 2008-09 include:

Account No.	Account Name	Expense Category	FY 2008-09 Approved Budget (\$)	FY 2009-10 Proposed Budget (\$)	Assumption
52995	Internal Agreement (Salaries & Benefits - includes Overhead)	19 FTE's + 2.7 FTE's for Temporary Help <i>(Column H; Rows 66-68)</i>	2,393,040	2,392,460	<ul style="list-style-type: none"> • Salaries & Benefits for 19 FTE's: \$1,939,012 Per County BRASS budget. • Salaries for Retirees & Student Workers (2.7 FTE's): \$141,388. <ul style="list-style-type: none"> ○ Retirees: FY 2009-10 budget reduced from 5 (2.03 FTE) to 4 (1.6 FTE). ○ Student Workers: FY 2009-10 budget increased from 1 (0.63 FTE) to 2 (1.1 FTE). • \$312,060 for overhead (15%) paid to County of San Diego – Health & Human Services Agency.
52332	Postage	Postage and delivery services <i>(Column H; Row 89)</i>	7,000	10,000	<ul style="list-style-type: none"> • Increased budget by \$3,000 from prior year to include warehousing and distribution services of Commission agendas, reports, and other mailings.
52334	Printing	Brochures, reports, newsletters <i>(Column H; Row 91)</i>	30,000	20,000	<ul style="list-style-type: none"> • Reduction of \$10,000 from prior year due to removal of Newsletter budget item.

Account No.	Account Name	Expense Category	FY 2008-09 Approved Budget (\$)	FY 2009-10 Proposed Budget (\$)	Assumption
52374	Inter-Departmental	County Counsel services <i>(Column H; Row 98)</i>	60,000	40,000	<ul style="list-style-type: none"> • Decrease of \$20,000 due to reduction in service needs from Office of County Counsel. <ul style="list-style-type: none"> ○ FY 2008-09 budget was increased to include Fluoridation contract drafting and negotiation expenses. ○ FY 2009-10 budget is being reduced to normal level of County Counsel services.
52432	Specialized Services Contracts	Evaluation <i>(Column H; Row 103)</i> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> (FY08-09 amount: \$1,055,517 & amount for FY09-10 & FY 10-11: \$1,222,067) </div>	2,277,584 <div style="text-align: center;">↓</div>	1,111,033 <i>(encumbered in prior year)</i>	<ul style="list-style-type: none"> • Evaluation and CMEDS Database Manager Services <ul style="list-style-type: none"> ○ Includes \$111,033 previously encumbered for the CMEDS database manager. ○ Evaluation amount of \$1,000,000 was also encumbered in prior year.
		Communications <i>(Column H; Row 105)</i> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;"> (FY08-09 amount: \$235,000 & amount for future years: \$150,000) </div>	385,000 <div style="text-align: center;">↓</div>	300,000 <i>(\$150,000 was encumbered in prior year)</i>	<ul style="list-style-type: none"> • Consultant and Products for Communications Strategies increased \$65,000 from prior year. This amount includes: <ul style="list-style-type: none"> ○ Consultant: \$150,000 (Encumbered; approved in November 2008). <ul style="list-style-type: none"> ▪ Increased budget from prior year to reflect an increase in anticipated communication needs and expenses. ▪ Includes consultant retainer for community outreach, public education and coordination of press and public affairs activities. ○ Products: \$150,000 <ul style="list-style-type: none"> ▪ Decreased from prior year. ▪ Includes design, development, and production oversight of educational & collateral materials for community outreach and public education.

Account No.	Account Name	Expense Category	FY 2008-09 Approved Budget (\$)	FY 2009-10 Proposed Budget (\$)	Assumption
52432 (continued)	Specialized Services Contracts (continued)	Technical Writing <i>(Column H; Row 110)</i>	106,080	66,180	<ul style="list-style-type: none"> • Technical writing services from four (4) specialists. (Decreased \$39,900 from prior year) <ul style="list-style-type: none"> ○ Reduced estimated number of hours for technical writing support for the following projects: <ul style="list-style-type: none"> ▪ Development of 5 Statements of Work. ▪ Editing of Annual Evaluation Report. ▪ Drafting and editing of Commission agenda documents. ▪ Drafting administrative and Commission policies. ▪ Writing special Commission reports. ○ 782 hrs/yr (0.38 FTE) x \$84.63/hour (average).
		Special Projects <i>(Column H; Row 123)</i>	60,000	70,200	<ul style="list-style-type: none"> • Special Projects Coordinators. (Increased \$10,200 from prior year). Two (2) specialists will provide the following services: <ul style="list-style-type: none"> ○ Oversee Commission-directed projects . ○ Review and develop Commission materials. ○ Develop programmatic and fiscal reports for State-matched programs. ○ Perform long-term monitoring of Capital contracts. ○ Develop solicitation and contract documents. ○ 1,620 hrs/yr (0.78 FTE) x \$42.50/hour (average)
		Parent Development Specialist <i>(Column H; Row 137)</i>	92,935	120,000	<ul style="list-style-type: none"> • Parent Development Specialist. (Increased \$27,065 for a full-year contract; FY08-09 was budgeted for a partial-year contract) . Contracted specialist will design and implement new parent education and development activities, programs, and initiatives per the new Strategic Plan and Parent Development study. <ul style="list-style-type: none"> ○ 1,500 hrs/yr (0.72 FTE) x \$80/hour .

Account No.	Account Name	Expense Category	FY 2008-09 Approved Budget (\$)	FY 2009-10 Proposed Budget (\$)	Assumption
52432 (continued)	Specialized Services Contracts (continued)	Strategic Plan Implementation (Formerly "Planning") <i>(Column H; Row 145)</i>	112,665	30,000	<ul style="list-style-type: none"> • Strategic plan implementation. (Reduced \$82,665 from prior year for only 4 months of services; FY 08-09 was budgeted for a full year of services.) Temporary services to prepare final strategic plan document for distribution and presentation to stakeholders and the public. <ul style="list-style-type: none"> ○ Includes development of an implementation plan for strategies identified in new plan. ○ FY 2008-09 budget was increased for planning and creation of Strategic Plan. ○ 300 hrs (0.14 FTE) x \$100/hour (4 months).
		CMEDS Database Provider <i>(Column H; Row 155)</i> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;">(FY08-09 amount: \$216,217 & amount for future years: \$227,861)</div>	444,078 	262,241 (\$227,861 was encumbered in prior year)	<ul style="list-style-type: none"> • Second year of Contract Management & Evaluation Data System (CMEDS) implementation <ul style="list-style-type: none"> ○ FY 2009-10 approved budget of \$227,861 is currently encumbered. ○ Request an increase of \$34,380 for additional users.
52530	Rent / Lease Structure	Office lease <i>(Column H; Row 163)</i>	179,523	190,218	<ul style="list-style-type: none"> • Per lease agreement with 3% COLA: Includes full-year's lease with additional square footage due to expansion. <ul style="list-style-type: none"> ○ \$15,851.50/month x 12 months
52566	Minor Equipment	Office equipment (desks, chairs, etc.) <i>(Column H; Row 167)</i>	76,500	15,000	<ul style="list-style-type: none"> • Reduction of \$61,500 in minor equipment to reflect anticipated expenses. <ul style="list-style-type: none"> ○ FY 2008-09 budget was a one-time increase due to office expansion.

Account No.	Account Name	Expense Category	FY 2008-09 Approved Budget (\$)	FY 2009-10 Proposed Budget (\$)	Assumption
52721	Network Services ISF	Network and phone/voicemail services <i>(Column H; Row 195)</i>	57,805	65,625	<ul style="list-style-type: none"> • Increased expenses for network services. <ul style="list-style-type: none"> ○ FY 2009-10 budget is being increased by an additional \$7,820 in costs for rental and usage of video conferencing system.
53664	Contributions to Community Projects	<i>(Column H; Row 262)</i> <div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p>(FY08-09 amount: \$64,878,865 & amount for future years: \$47,024,122 [FY09-10 = \$46,764,122 & FY 10-11 & beyond= \$260,000])</p> </div>	111,902,987 <div style="text-align: center;">↓</div>	83,274,941 (\$77,323,299 was encumbered in prior year)	<ul style="list-style-type: none"> • Total Contributions to Community Projects The proposed budget includes: <ul style="list-style-type: none"> ○ \$4,717,400 for programs as approved in the 10-Year Plan. <ul style="list-style-type: none"> ▪ Responsive Fund grants (\$3,000,000) and Innovative Grants (\$1,000,000) were suspended from the FY 2009-10 budget. ○ \$1,234,242 for previously approved re-budgeted items that will be implemented in FY 2009-10. ○ \$77,323,299 in roll-over encumbrances as follows: <ul style="list-style-type: none"> ▪ \$ 46,764,122 previously encumbered for programs in FY 2009-10. ▪ \$ 30,559,177 (estimated) for Capital, Responsive, Fluoridation, and other project-length contracts.