



**2013-2015  
PROPOSED  
TWO YEAR BUDGET**

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## **Table of Contents**

<b>Introduction.....</b>	<b>3</b>
<b>Proposed Budget Activity Summary .....</b>	<b>5</b>
<b>Proposed Budget Breakdown by: Evaluation/Program/Administration.....</b>	<b>6</b>
<b>Two Year Proposed Budget Summary Detail.....</b>	<b>7</b>
<b>Detail Budget Line Items Cost Analysis and Justification .....</b>	<b>9</b>
<b>Budget vs. Projected Expenses .....</b>	<b>20</b>
<b>5 Year Budget and Expense History .....</b>	<b>22</b>

## **FIRST 5 FRESNO COUNTY**

At First 5 Fresno County (F5FC), we want all children to thrive. We are an advocacy organization that invests resources and supports efforts to improve the lives children ages 0-5 and their families.

Research proves that a child's brain develops most dramatically during the first five years than any other time. Based on this research, California voters passed Proposition 10, the California Children and Families Act, in 1998. Proposition 10 added a 50 cent tax on all tobacco products to fund programs and invest in efforts that support children 0-5 and their families. Proposition 10 funds are distributed to local counties based on a formula that includes the number of babies born in each county. F5FC is responsible for developing a strategic plan which guides local funding decisions that are consistent with the intent of the California Children and Families Act. Since inception, F5FC has received an average of \$12 million annually and invests an average of \$15 million annually through leveraging State and local funding.

## **FIRST 5 FRESNO COUNTY IS COMMITTED TO FISCAL RESPONSIBILITY AND TRANSPARENCY**

At F5FC, we take our budget and fiscal responsibility seriously – wise resource management allows us to make a greater impact in our community and helps ensure a bright future for our children in Fresno County.

By in large, FY 2012-2013 was one of the most fiscally complex year for the Commission. The Commission was tasked with developing a Strategic Plan and corresponding financial plan that reflected a significant reduction in fiscal resources. Revenue projections were budgeted for approximately \$14.6 million a decrease of \$3 million from the prior year with a 3% reduction in subsequent fiscal years. The decrease was due primarily to the ending of the First 5 California School Readiness Initiative, lower average balance in our investment accounts and overall reduction of Prop 10 revenues. Regardless of these challenges, Commissioners and F5FC staff are confident the budget and long term financial plan developed will provide a stable base for the Commission's strategic investments.

## **FY2012-2013 HIGHLIGHTS AND ACCOMPLISHMENTS**

1. Completed and adopted the 2013-2020 Strategic Plan.
2. Funded approximately \$12 million to service providers and community partners.
3. Successful completion of the Commission's 12<sup>th</sup> Independent Audit Report with no findings.
4. Implemented additional cost savings strategies. Ultimately decreasing the Commission's administrative rate to 6% versus the 8% budgeted. F5FC staff developed and implemented a variety of different strategies to reduce administrative and operating expenses such as reconfiguring staffing plans in some departments, procuring auditing services, implementing automated clearing house (ACH) payments providing a reduction in printing, mailing, and staff time in processing manual checks, and changing health benefits to high premium plan providing cost savings in health benefits.
5. Implemented online financial reporting for funded service providers via Persimmony.
6. Implemented tracking and reporting of service provider's leveraging, in-kind, cash contribution. Providing the Commission the ability to accurately capture and report other funding from service providers and Contractors demonstrating the larger impact of F5FC funds.
7. Executed Electronic Fund Transfer (EFT) paperless payment processing system. Setting accounting and banking system to merge all service providers to ACH payments and vendor contracts to electronic payments.
8. Completed revisions to accounting policies and procedures to capture electronic payments.

9. Completed the development of capital assets and depreciation policies to capture, monitor and track the Commission's assets.
10. Provided the Commission with reports that track program investments based on the Commission's Strategic Plan. Provided comparison of the 2008-2013 Strategic Plan vs. 2013 and Beyond Strategic Plan by revenue and community investments (program expenses).

## PREPARATION OF PROPOSED BUDGET

The budgeting process began in conjunction with the development of the 2013-2020 Strategic Plan. During the process, Commissioners from both the Program and Finance Committee met in a series of planning sessions to discuss, review and provide F5FC staff direction on the Commission's financial resources and strategies to support the incoming 2013-2020 Strategic Plan. The following are the financial topics, resources, strategies and outcomes that Commissioner's recommended for the proposed budget:

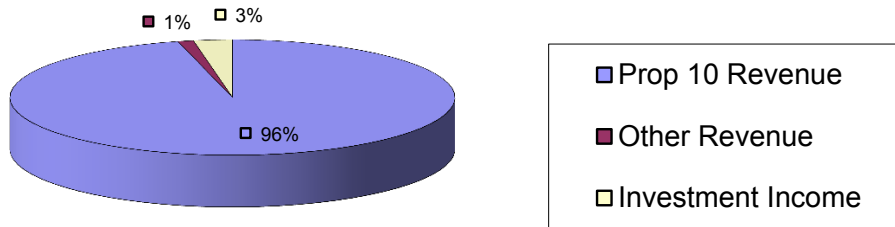
FINANCIAL TOPIC	OUTCOME	RATIONALE
<b>Term of the Strategic Plan</b>	7 Year Plan (2013-2020)	Aligns with the Commission's efforts on the Birth to Third Grade Reading
<b>Multi-Year Budget</b>	2 Year Budget	<ul style="list-style-type: none"> <li>▪ Integrate our goal-setting and budgetary process.</li> <li>▪ Reinforce the Commission's commitment to long-term fiscal health by looking beyond a one-year time horizon</li> <li>▪ Retain the fiscal control provided by annual budgets.</li> <li>▪ Save time and effort in preparing annual budget</li> </ul>
<b>Establish percentage limits by cost categories:</b> <ul style="list-style-type: none"> <li>▪ Administration</li> <li>▪ Program</li> <li>▪ Evaluation</li> </ul>	Percentages should not exceed: <ul style="list-style-type: none"> <li>▪ Administration – 10%</li> <li>▪ Program – 80%</li> <li>▪ Evaluation 10%</li> </ul>	Demonstrates the Commission's ongoing commitment to direct the majority of Prop 10 funds to community investments
<b>Tracking and reporting Program Investment – Strategic Plan</b>	<ol style="list-style-type: none"> <li>1. Focus Areas (Early Learning, Health Promotion, Strong Families)</li> <li>2. Birth to 3<sup>rd</sup> Grade Community Partnerships</li> <li>3. Public Policy and Advocacy</li> <li>4. Partnerships and Collaborative Efforts</li> </ol>	Aligning all expenditures with the Strategic Plan meets legal requirement
<b>Level of Funding</b>	Maintain a level of program funding throughout the Strategic Plan	Minimize any interruption of services to children in Fresno County
<b>Contingency</b>	Maintain a contingency fund in amount not to exceed 3 months of operating budget.	Safeguard against any unplanned expenditures

Throughout the entire process, Commissioners were committed to continued collaborating with community partners and leveraging resources to maximize F5FC funds. Due to reduced funding and limited resources it is increasingly important to leverage the available expertise and knowledge of the community and to build on initiatives that have a strong foundation of evidence. This unified approach not only allows for a more effective use of resources, but it also allows for enhanced focus and greater collective impact.

**FIRST 5 FRESNO COUNTY  
2013-2015  
PROPOSED BUDGET ACTIVITY SUMMARY**

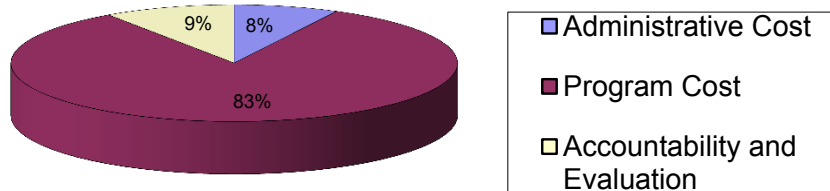
<b>Line Items</b>	<b>Recommended Budget Amounts</b>
Prop 10 Revenue	\$21,201,100
Other Revenue	\$250,000
Investment Income	\$621,400
	<b>\$22,072,500</b>

TOTAL FUNDS AVAILABLE



Administrative Cost	\$1,677,597
Program Cost	\$18,291,386
Accountability and Evaluation	2,103,516
	<b>\$22,072,500</b>

TOTAL ALLOCATIONS



**FIRST 5 FRESNO COUNTY**  
**2013-2015**  
**PROPOSED BUDGET**  
**(Breakdown by: Evaluation/Program/Administration)**

**REVENUES**

Prop 10 Revenues	\$21,201,100
Other Revenues	\$250,000
Interest Revenues - County Treasury	\$25,900
Investment Income	\$595,500
<b>Total Revenue</b>	<b><u>\$22,072,500</u></b>

**OPERATING BUDGET**

	Evaluation	Program	Administration	Total
Salaries and Benefits	\$166,492	\$2,164,391	\$998,950	\$3,329,833
Services & Supplies	\$32,025	\$416,320	\$528,648	\$976,992
Operations Contingency Fund	\$25,000	\$325,000	\$150,000	\$500,000
<b>Total Operational Budget</b>	<b><u>\$223,516</u></b>	<b><u>\$2,905,711</u></b>	<b><u>\$1,677,597</u></b>	<b><u>\$4,806,825</u></b>

<b>Strategic Plan Investments</b>	Evaluation	Program	Administration	Total
Focus Areas	\$0	\$10,548,750		\$10,548,750
Birth to 3rd Grade Community Partnerships	\$0	\$1,265,725		\$1,265,725
Public Policy and Advocacy	\$0	\$1,562,200		\$1,562,200
Partnerships and Collaborative Efforts	\$0	\$2,009,000		\$2,009,000
Accountability and Evaluation	\$1,880,000	\$0		\$1,880,000
<b>Total Strategic Plan Investments</b>	<b><u>\$1,880,000</u></b>	<b><u>\$15,385,675</u></b>	<b><u>\$0</u></b>	<b><u>\$17,265,675</u></b>
<b>Total Proposed Budget Expenses</b>	<b><u>\$2,103,516</u></b>	<b><u>\$18,291,386</u></b>	<b><u>\$1,677,597</u></b>	<b><u>\$22,072,500</u></b>
<b>Total Proposed Allocations and Percentage</b>	<b><u>9.53%</u></b>	<b><u>82.87%</u></b>	<b><u>7.60%</u></b>	<b><u>100%</u></b>

**FIRST 5 FRESNO COUNTY  
2013-2015  
TWO YEAR PROPOSED BUDGET SUMMARY DETAIL**

**Revenues**

	Proposed Year 1 Budget Amounts	Proposed Year 2 Budget Amounts	Total Proposed Two Year Amounts	Average Amount Per Year
	7/1/2013 to 6/30/2014	7/1/2015 to 6/30/2016		
Prior Year Carryover Revenue	\$0	\$204,173	\$204,173	\$102,086.32
Prop 10 Revenue	\$10,789,000	\$10,412,100	\$21,201,100	\$10,600,550
Other Revenue	\$125,000	\$125,000	\$250,000	\$125,000
Interest Revenue - County Treasury	\$13,200	\$12,700	\$25,900	\$12,950
Investment Income	\$305,000	\$290,500	\$595,500	\$297,750
<b>Total Revenues</b>	<b>\$11,232,200</b>	<b>\$11,044,473</b>	<b>\$22,072,500</b>	<b>\$11,036,250</b>

**Operating Budget**

**Salary & Benefits**

Salary Expense	\$1,065,885	\$1,097,862	\$2,163,747	\$1,081,873.42
Payroll Tax Expense	\$103,393	\$106,286	\$209,679	\$104,839.54
Retirement Expense	\$93,201	\$95,997	\$189,198	\$94,599.01
Employee Benefits Expense	\$335,547	\$402,656	\$738,203	\$369,101.70
Worker's Comp. Expense	\$9,005	\$10,000	\$19,005	\$9,502.65
Education Allowance	\$5,000	\$5,000	\$10,000	\$5,000
<b>Total Salaries &amp; Benefits</b>	<b>\$1,612,031</b>	<b>\$1,717,802</b>	<b>\$3,329,833</b>	<b>\$1,664,916</b>

**Services & Supplies**

Advertising Expense	\$1,500	\$1,500	\$3,000	\$1,500
Audit Expense	\$23,000	\$25,000	\$48,000	\$24,000
Capital Expense - Computers & Software	\$5,000	\$5,000	\$10,000	\$5,000
Commissioner/Advisory Expense	\$6,750	\$6,750	\$13,500	\$6,750
Dues & Subscription Expense	\$35,125	\$35,125	\$70,250	\$35,125
Equipment Rental/Maintenance Expense	\$59,390	\$60,298	\$119,688	\$59,844
General & Administrative Expense	\$10,000	\$10,000	\$20,000	\$10,000
Insurance Expense	\$11,300	\$12,430	\$23,730	\$11,865
Office Expense	\$6,720	\$7,056	\$13,776	\$6,888
Postage Expense	\$1,500	\$1,500	\$3,000	\$1,500
Printing Expense	\$1,000	\$1,100	\$2,100	\$1,050
Program Development/Strategic Planning Expense	\$25,000	\$25,000	\$50,000	\$25,000
Professional Service Expense	\$101,000	\$101,000	\$202,000	\$101,000
Rental/Lease Rooms/Office Expense	\$131,242	\$131,242	\$262,484	\$131,242
Staff Training & Conference Expense	\$32,400	\$32,400	\$64,800	\$32,400
Telephone Expense	\$26,832	\$26,832	\$53,664	\$26,832
Local Travel Expense	\$8,500	\$8,500	\$17,000	\$8,500
<b>Total Operations Expenses</b>	<b>\$486,259</b>	<b>\$490,733</b>	<b>\$976,992</b>	<b>\$488,496</b>
Operations Contingency Fund	\$250,000	\$250,000	\$500,000	\$250,000
<b>Total Operating</b>	<b>\$2,348,290</b>	<b>\$2,458,535</b>	<b>\$4,806,825</b>	<b>\$2,403,412</b>

**FIRST 5 FRESNO COUNTY  
2013-2015  
TWO YEAR PROPOSED BUDGET SUMMARY DETAIL**

<b>Strategic Plan Investments</b>				
	<b>Proposed Year 1 Budget Amounts</b>	<b>Proposed Year 2 Budget Amounts</b>	<b>Total Proposed Two Year Amount</b>	<b>Average Amount Per Year</b>
<b>Strategic Plan Investments</b>				
<b>Focus Areas</b>				
Health Promotion	\$1,543,706	\$1,543,706	\$3,087,411	\$1,543,706
Early Learning	\$2,031,584	\$2,031,584	\$4,063,168	\$2,031,584
Strong Families	\$1,699,085	\$1,699,085	\$3,398,171	\$1,699,085
<b>Total Strategic Plan Investments</b>	<b>\$5,274,375</b>	<b>\$5,274,375</b>	<b>\$10,548,750</b>	<b>\$5,274,375</b>
<b>Birth to 3rd Grade Community Partnerships</b>				
Birth to Third Grade Reading	\$632,863	\$632,863	\$1,265,725	\$632,863
<b>Total P3 Community Partnerships</b>	<b>\$632,863</b>	<b>\$632,863</b>	<b>\$1,265,725</b>	<b>\$632,863</b>
<b>Public Policy and Advocacy</b>				
Community Relations	\$51,000	\$56,200	\$107,200	\$53,600
Community Education	\$385,000	\$285,000	\$670,000	\$335,000
Policy and Advocacy	\$394,000	\$391,000	\$785,000	\$392,500
<b>Total Public Policy and Advocacy Partnerships</b>	<b>\$830,000</b>	<b>\$732,200</b>	<b>\$1,562,200</b>	<b>\$781,100</b>
<b>Partnerships and Collaborative Efforts</b>				
Community Partnerships	\$715,000	\$715,000	\$1,430,000	\$715,000
Community Professional Development Support	\$287,500	\$291,500	\$579,000	\$289,500
<b>Total Partnerships and Collaborative Efforts</b>	<b>\$1,002,500</b>	<b>\$1,006,500</b>	<b>\$2,009,000</b>	<b>\$1,004,500</b>
<b>Accountability and Evaluation</b>				
Accountability Services	\$340,000	\$340,000	\$680,000	\$340,000
Evaluation Services	\$600,000	\$600,000	\$1,200,000	\$600,000
<b>Total Accountability and Evaluation</b>	<b>\$940,000</b>	<b>\$940,000</b>	<b>\$1,880,000</b>	<b>\$940,000</b>
<b>Total Strategic Plan Investments</b>	<b>\$8,679,738</b>	<b>\$8,585,938</b>	<b>\$17,265,675</b>	<b>\$8,632,838</b>
<b>Total First 5 Fresno County Budget</b>	<b>\$11,028,027</b>	<b>\$11,044,472</b>	<b>\$22,072,500</b>	<b>\$11,036,250</b>



**DETAIL BUDGET LINE ITEMS  
COST ANALYSIS AND JUSTIFICATION**

**OPERATING EXPENSES**

				Year 1 Amount	Year 2 Amount	Total 2-Year Amount
<b>Salaries</b>				\$1,065,885	\$1,097,862	\$2,163,747
The Commission approved staffing of 19 FTE is being reduced to 18 FTE. F5FC staff is recommending to leave one position vacant ultimately providing a cost savings to the Commission. Salaries are recommended at 18 FTE.						
<b>Total Evaluation Expense</b>	2,163,747	x	5%			108,187
<b>Total Program Expense</b>	2,163,747	x	65%			1,406,435
<b>Total Administration Expense</b>	2,163,747	x	30%			649,124

				Year 1 Amount	Year 2 Amount	Total 2-Year Amount
<b>Payroll Taxes</b>						
Justification/Calculations:						
				\$103,393	\$106,286	\$209,679
A. Federal Income Contribution Act: The employer's share is set by the federal government at 9.05% of gross salary						
Year 1:	\$1,065,885	x	9.05%	=	\$96,463	
Year 2:	\$1,097,862	x	9.05%	=	\$99,356	
B. State Unemployment Insurance - The payroll tax is based on the premium						
Year 1:	\$126,000	x	4.00%	=	\$5,040	
Year 2:	\$126,000	x	4.00%	=	\$5,040	
C. Federal Unemployment Training Tax and State Unemployment Training Tax						
Year 1:	\$126,000	x	1.50%	=	\$1,890	
Year 2:	\$126,000	x	1.50%	=	\$1,890	
<b>Total Evaluation Expense</b>	209,679	x	5%			10,484
<b>Total Program Expense</b>	209,679	x	65%			136,291
<b>Total Administration Expense</b>	209,679	x	30%			62,904

				Year 1 Amount	Year 2 Amount	Total 2-Year Amount
<b>Retirement</b>						
Justification/Calculations:						
				\$93,201	\$95,997	\$189,198
Retirement is 8.74% of total gross salary for 18 staff positions.						
Year 1:	\$1,065,885	x	8.74%	=	\$93,201	
	Annual Salaries Amount		Percentage		Total Amount	
Year 2:	\$1,097,862	x	8.74%	=	\$95,997	
	Annual Salaries Amount		Percentage		Total Amount	
<b>Total Evaluation Expense</b>	189,198	x	5%			9,460
<b>Total Program Expense</b>	189,198	x	65%			122,979
<b>Total Administration Expense</b>	189,198	x	30%			56,759

				Year 1 Amount	Year 2 Amount	Total 2-Year Amount
<b>Employee Benefits</b>						
Justification/Calculations:						
				\$335,547	\$402,656	738,203
The Commission's insurance broker provided projections assuming no plan changes and utilization are made. A conservative increase of 17% is projected to the current plan. HCR age compression will not occur until the renewal in 2014.						
Year 1:	\$291,780	x	15%	=	\$335,547	
	FY2012-13 Annual Amount		Rate Increase		Annual Amount	
The Commission's insurance broker projects a conservative 25% increase in the second year (FY2014-2015).						
Year 2:	\$335,547	x	20%	=	\$402,656	
	FY2013-14 Annual Amount		Rate Increase		Annual Amount	
<b>Total Evaluation Expense</b>	738,203	x	5%			36,910
<b>Total Program Expense</b>	738,203	x	65%			479,832
<b>Total Administration Expense</b>	738,203	x	30%			221,461

**DETAIL BUDGET LINE ITEMS  
COST ANALYSIS AND JUSTIFICATION**

				Year 1 Amount	Year 2 Amount	Total 2-Year Amount
<b>Workers Compensation</b>						
Justification/Calculations:						
				\$9,005	\$10,000	\$19,005
Based on last year's expense of \$8,416 and given that the Commission has changed a position to be out in the community. Under the workers compensation definition, the staff is define into the salesman category. As a result, an increase of 7% is projected. The following is the cost breakdown by year:						
Year 1:	\$8,416	x	7%	=	\$9,005	
	FY2012-13 Annual Amount		Rate Increase		Annual Amount	
Year 2:	\$9,005	x	11%	=	\$10,000	
	FY2013-14 Annual Amount		Rate Increase		Annual Amount	
<b>Total Evaluation Expense</b>			19,005	x	5%	950
<b>Total Program Expense</b>			19,005	x	65%	12,353
<b>Total Administration Expense</b>			19,005	x	30%	5,702

				Year 1 Amount	Year 2 Amount	Total 2-Year Amount
<b>Educational Stipend</b>						
Justification/Calculations:						
				\$5,000	\$5,000	\$10,000
Currently, the Commission has three staff seeking higher level of education. The Commission offers educational reimbursement to staff for an amount of \$1,000 per fiscal year. A total of \$5,000 is a year is projected to be spent by fiscal year.						
<b>Total Evaluation Expense</b>			10,000	x	5%	500
<b>Total Program Expense</b>			10,000	x	65%	6,500
<b>Total Administration Expense</b>			10,000	x	30%	3,000

				Year 1 Amount	Year 2 Amount	Total 2-Year Amount
<b>Advertising Expense</b>						
Justification/Calculations:						
				\$1,500	\$1,500	\$3,000
Minimal cost are associated with advertising. Commission staff utilizes online resources to recruit and advertise F5FC business. F5FC staff is recommending \$1,500 annually to be set aside for an as needed basis. Examples include public notice, RFP, RFA, etc.						
<b>Total Evaluation Expense</b>			3,000	x	0%	0
<b>Total Program Expense</b>			3,000	x	0%	0
<b>Total Administration Expense</b>			3,000	x	100%	3,000

				Year 1 Amount	Year 2 Amount	Total 2-Year Amount
<b>Audit Expense</b>						
Justification/Calculations:						
				\$23,000	\$25,000	\$48,000
Independent auditing services were procured in FY2011-2012 for three years. The agreed upon amounts for the three years is as follow: FY2011-2012 is \$20,500; FY2012-2013 is \$22,000; and FY2013-2014 is \$23,000. Auditing services will be procured in FY2014-2015, F5FC staff is projecting approximately \$25,000 per fiscal year.						
<b>Total Evaluation Expense</b>			48,000	x	0%	0
<b>Total Program Expense</b>			48,000	x	0%	0
<b>Total Administration Expense</b>			48,000	x	100%	48,000

**DETAIL BUDGET LINE ITEMS  
COST ANALYSIS AND JUSTIFICATION**

	Year 1 Amount		Year 2 Amount	Total 2-Year Amount
<b>Equipment/Capital Expense</b>				
Justification/Calculations:				
	\$5,000		\$5,000	\$10,000
Replacement/Repairs of Equipment and Furniture: \$200,000 value of F5 equipment X 2% is recommended by the use and the replacement of equipment for F5FC. The total equals \$5,000 per fiscal year. Based on the current fiscal year's expenditures which is \$4,700, the \$5,000 is reasonable for each fiscal year.				
<b>Total Evaluation Expense</b>	10,000	x	5%	500
<b>Total Program Expense</b>	10,000	x	65%	6,500
<b>Total Administration Expense</b>	10,000	x	30%	3,000

	Year 1 Amount		Year 2 Amount	Total 2-Year Amount
<b>Commissioner Expense</b>				
Justification/Calculations:				
	\$6,750		\$6,750	\$13,500
The line item is budgeted for 9 Commissioners for potential equipment, trainings, workshops associated with F5FC's work. Examples include but not limited to F5 State Annual Conference, mileage reimbursement, etc. Annual amount is budgeted at \$750 per Commissioner. Historically, the Commission has been underspent by 50% in this line item.				
	9	x	\$750	\$6,750
	Number of Commissioners		Average Cost	Annual Amount
<b>Total Evaluation Expense</b>	13,500	x	0%	0
<b>Total Program Expense</b>	13,500	x	0%	0
<b>Total Administration Expense</b>	13,500	x	100%	13,500

	Year 1 Amount		Year 2 Amount	Total 2-Year Amount
<b>Dues and Subscriptions Expense</b>				
Justification/Calculations:				
	\$35,125		\$35,125	\$70,250
The cost associated with subscriptions and dues for the twelve month period is based on First 5 Association dues which is calculated by the total cost of the association multiply by each counties proportionate share is as followed:				
	\$450,000	x	6.25%	\$28,125
	Annual Budget		F5FC Percentage	
Plus miscellaneous subscriptions, publications, and dues are estimated at \$7,000				
<b>Total Evaluation Expense</b>	70,250	x	5%	3,513
<b>Total Program Expense</b>	70,250	x	65%	45,663
<b>Total Administration Expense</b>	70,250	x	30%	21,075

	Year 1 Amount		Year 2 Amount	Total 2-Year Amount
<b>Equipment Rental/Maintenance Expense</b>				
Justification/Calculations:				
	\$59,390		\$60,298	\$119,688
<b>Equipment Maintenance:</b>				
The Commission's general and administrative equipment includes postage and copier/scanner maintenance. The cost breakdown by year is as follows: postage maintenance \$290 x 4 quarterly = \$1,160 annually; copier/scanner maintenance: \$410 x 12 months = \$4,920 annually. In the second year, F5FC staff is projecting costs to increase by 10%.				
	Postage Maintenance		\$1,160	\$1,276
	Copier/Scanner Maintenance		\$4,920	\$5,412
	<b>Equipment Maintenance Sub-Total</b>		<b>\$6,080</b>	<b>\$6,688</b>
<b>Computer Maintenance:</b>				
The Commission contracts out Information Technology support to provide desktop and server support. The following are the cost breakdowns: desktop support \$25 cost per X 22 computers (18 F5FC staff, 1 VISTA staff, plus 3 spares) equals \$550 desktop support plus \$330 for server care = \$880 total cost per month X 12 months = \$10,560 annually plus \$3,000 on a as needed basis (ex. unexpected IT issues) for a total of \$13,560 annually.				
	Desktop and Server Support		\$10,560	\$10,560
	Additional Support		\$3,000	\$3,300
	<b>Computer Maintenance Sub-Total</b>		<b>\$13,560</b>	<b>\$13,860</b>

**DETAIL BUDGET LINE ITEMS  
COST ANALYSIS AND JUSTIFICATION**

				<b>Year 1 Amount</b>	<b>Year 2 Amount</b>	<b>Total 2-Year Amount</b>
<b>Cont. Equipment Rental/Maintenance Expense</b>						
Justification/Calculations:						
	Accounting System Maintenance			\$7,700	\$7,700	
	FATS Maintenance			\$290	\$290	
	Anti-virus Software			\$360	\$360	
	Email Spam Filter			\$540	\$540	
	Web service			\$150	\$150	
	Fax Service			\$210	\$210	
	Server Support			\$1,680	\$1,680	
	<b>Software Sub-Total</b>			<b>\$10,930</b>	<b>\$10,930</b>	
<b>Breast Feeding Friendly (BFF) Express Maintenance:</b>						
BFF Express is used during outdoor community events to support mothers who have made the choice to breastfeed and to encourage community dialogue about the importance of supporting breastfeeding.						
Cost associated with the BFF's preventive maintenance, repairs, transport, and fuel for the generator are as followed:						
1.) Repairs, maintenance & replacement parts - \$100,000 value of the BFF X 2% reasonable percentage based on use equals \$5,000 annually.						
2.) Transportation, cleaning and Fuel: based on the last six months we spent approximately \$5,200. As a result F5FC staff is projecting \$11,000 per fiscal year.						
	Repairs, Maintenance and Replacement			\$5,000	\$5,000	
	Transportation, Cleaning, and Fuel			\$11,000	\$11,000	
	<b>BFF Express Maintenance Sub-Total</b>			<b>\$28,820</b>	<b>\$28,820</b>	
<b>Total Evaluation Expense</b>	119,688	x	5%			<b>5,984</b>
<b>Total Program Expense</b>	119,688	x	65%			<b>77,797</b>
<b>Total Administration Expense</b>	119,688	x	30%			<b>35,906</b>

				<b>Year 1 Amount</b>	<b>Year 2 Amount</b>	<b>Total 2-Year Amount</b>
<b>General and Administrative Expense</b>						
Justification/Calculations:						
				\$10,000	\$10,000	<b>\$20,000</b>
Cost associated with management, financial, and other expense which is incurred by or allocated to the Commission and which is for the general management and administration of the Commission that can not be assigned to a specific line item. Cost include bank charges, dependent care plan, etc. Average expenditures for the past five years have been approximately \$10,000.						
<b>Total Evaluation Expense</b>	20,000	x	0%			<b>0</b>
<b>Total Program Expense</b>	20,000	x	0%			<b>0</b>
<b>Total Administration Expense</b>	20,000	x	100%			<b>20,000</b>

				<b>Year 1 Amount</b>	<b>Year 2 Amount</b>	<b>Total 2-Year Amount</b>
<b>Insurance Expense</b>						
Justification/Calculations:						
				\$11,300	\$12,430	<b>\$23,730</b>
The Commission is required to carry liability insurance. The cost are as followed: SLIP \$5,500 annually; SPIP \$3,500 annually. F5FC staff is projecting a 10% increase in the second year for a total of \$9,900 annually. An additional CSAC (Crime Bond) for \$1,400 annually is be requested.						
<b>Total Evaluation Expense</b>	23,730	x	5%			<b>1,187</b>
<b>Total Program Expense</b>	23,730	x	65%			<b>15,425</b>
<b>Total Administration Expense</b>	23,730	x	30%			<b>7,119</b>

				<b>Year 1 Amount</b>	<b>Year 2 Amount</b>	<b>Total 2-Year Amount</b>
<b>Office Expense</b>						
Justification/Calculations:						
				\$6,720	\$7,056	<b>\$13,776</b>
Cost includes day-to-day supplies and materials for the Commission's staff. Currently office expenses average \$580 a month. F5FC staff recommends a slight decrease of \$560 per month X 12 months for a total \$6,720 annually for 2013-2015 with a 5% increase in the following fiscal year for a total of \$7,056 annually.						
<b>Total Evaluation Expense</b>	13,776	x	5%			<b>689</b>
<b>Total Program Expense</b>	13,776	x	65%			<b>8,954</b>
<b>Total Administration Expense</b>	13,776	x	30%			<b>4,133</b>



**DETAIL BUDGET LINE ITEMS  
COST ANALYSIS AND JUSTIFICATION**

			Year 1 Amount	Year 2 Amount	Total 2-Year Amount
<b>Rental/Lease Office Space Expense</b>					
Justification/Calculations:			\$131,242	\$131,242	\$262,484
<p>The monthly lease for the Commission's office space is \$8505 per month X 12 months = \$102,060 annually. Rental room cost for Commission meetings, trainings, and workshops are estimated annually at \$25,000. Additional storage space is needed to store the past five years of the Commission's records at Derrel's Mini Storage. Costs are \$2,091 per unit x 2 units = \$4,182 annually.</p>					
			Office Space	\$102,060	\$102,060
			Rental Rooms	\$25,000	\$25,000
			Additional Storage	\$4,182	\$4,182
			<b>Rental/Lease Office Space Total</b>	<b>\$131,242</b>	<b>\$131,242</b>
<b>Total Evaluation Expense</b>	262,484	x	5%		13,124
<b>Total Program Expense</b>	262,484	x	65%		170,615
<b>Total Administration Expense</b>	262,484	x	30%		78,745

			Year 1 Amount	Year 2 Amount	Total 2-Year Amount
<b>Staff Trainings and Conferences Expense (Out of Town Travel)</b>					
Justification/Calculations:			\$32,400	\$32,400	\$64,800
<p>Estimated cost for staff trainings and conference are projected based on 18 F5FC staff is estimated at \$1,800 per staff member per year (\$1,800 average X 18 staff = \$32,400 annually). Trainings include staff to attend First 5 State Annual Conference, annual retreats, Annual Government Financial Officer Association Conference, Early Care Education (Zero to Three) Conference, State Annual Grants and Contracts Compliance Conference, and Grant Makers for Children, Youth, and Families Annual Conference. All trainings must be aligned with the Commission Strategic Plan 2013-2020.</p>					
<b>Total Evaluation Expense</b>	64,800	x	5%		3,240
<b>Total Program Expense</b>	64,800	x	65%		42,120
<b>Total Administration Expense</b>	64,800	x	30%		19,440

			Year 1 Amount	Year 2 Amount	Total 2-Year Amount
<b>Telephone and Data line Expense</b>					
Justification/Calculations:			\$26,832	\$26,832	\$53,664
<p>Telephone expenses include phone landlines, data lines, wireless and cellular services. Monthly average expense for landlines are \$576 cost x 12 months = \$6,912 annually. Monthly data lines are approximately \$650 cost x 12 months = \$7,800 annually. Monthly wireless plans for Ipad access are \$185 cost x 12 months = \$2,220 annually plus \$10 per month for each device x 20 devices = \$200 total per month x 12 months = \$2,400 annually for total \$4,620 annually. This is consolidating all ipads onto one account. Annual cellular services and reimbursement include approximately \$625 cost x 12 month = \$7,500 annually.</p>					
<b>Total Evaluation Expense</b>	53,664	x	5%		2,683
<b>Total Program Expense</b>	53,664	x	65%		34,882
<b>Total Administration Expense</b>	53,664	x	30%		16,099

**DETAIL BUDGET LINE ITEMS  
COST ANALYSIS AND JUSTIFICATION**

<b>Local Travel Expense</b>	<b>Year 1 Amount</b>	<b>Year 2 Amount</b>	<b>Total 2-Year Amount</b>
Justification/Calculations:			
	\$8,500	\$8,500	\$17,000
<p>F5FC Program and Finance Officers are required to administer Annual Contract Review (ACR) to all funded Service Providers throughout Fresno County. As well as providing onsite technical assistance to Service Providers and Community Partners. Estimated cost are projected based on past expenses, the recommended budget amount is \$12,500 annually. The IRS allowable mileage reimbursement for 2013 is 56.5¢ per mile.</p>			
15 F5FC Staff	x	\$70 Monthly Average	=
		\$1,050 Annually Per Staff	x
			12 Months
			=
			\$12,600 Agency Total
<b>Total Evaluation Expense</b>	17,000	x	5%
<b>Total Program Expense</b>	17,000	x	65%
<b>Total Administration Expense</b>	17,000	x	30%
			<b>850</b>
			<b>11,050</b>
			<b>5,100</b>

<b>Operations Contingency Fund</b>	<b>Year 1 Amount</b>	<b>Year 2 Amount</b>	<b>2 Year Total Amount</b>
Justification/Calculations:			
	\$250,000	\$250,000	\$500,000
<p>An amount kept in reserve to guard against possible losses. A separate fund set aside to meet unforeseen and unavoidable requirements that may arise during the budget year. Certain types of contingency (such as meeting obligations) may be specified as a potential use for such funds.</p>			
<b>Total Evaluation Expense</b>	500,000	x	5%
<b>Total Program Expense</b>	500,000	x	65%
<b>Total Administration Expense</b>	500,000	x	30%
			<b>25,000</b>
			<b>325,000</b>
			<b>150,000</b>

**DETAIL BUDGET LINE ITEMS  
COST ANALYSIS AND JUSTIFICATION**

**2013-2020  
STRATEGIC PLAN INVESTMENTS**

Focus Areas	Year 1 Amount	Year 2 Amount	2 Year Total Amount
Justification/Calculations:	\$5,274,375	\$5,274,375	\$10,548,750
<b>Early Learning</b>			
The Commission's early learning efforts are going towards increasing the number and capacity of quality early learning programs as well as properly identifying and supporting children with special needs. Specifically, the strategies will positively influence the following 3rd grade reading predictive factors:			
<input type="checkbox"/> High Quality Early Childhood Education; Preschool			
<input type="checkbox"/> Optimal Language Development			
<input type="checkbox"/> Achieving Typical Developmental Milestones			
<input type="checkbox"/> Optimal Social-Emotional and Mental Health (Parent-Child)			
<input type="checkbox"/> Child's Parents have High School Diploma			
<b>Early Learning Sub-Total</b>	<u>\$1,670,667</u>	<u>\$1,670,667</u>	
<b>Health Promotion</b>			
The Commission focuses the majority of its health promotion investments and activities to help children stay healthy. Preventative care and early identification of special health needs are critical to the health and development of children from a prenatal stage through age five. The Commission will invest in efforts that positively influence the following health focused 3rd grade reading predictive factors:			
<input type="checkbox"/> Adequate Prenatal Care; Typical Birth weight			
<input type="checkbox"/> Good Nutrition and Overall Physical Health			
<input type="checkbox"/> Optimal Social-Emotional and Mental Health (Parent-Child)			
<input type="checkbox"/> Optimal Language Development			
<input type="checkbox"/> Achieving Typical Developmental Milestones			
<input type="checkbox"/> Secure and Healthy Homes; Resource Rich Community			
<b>Health Promotion Sub-Total</b>	<u>\$2,198,671</u>	<u>\$2,198,671</u>	
<b>Strong Families</b>			
The family strengthening investments and activities are focused on supporting the healthy development of relationships between parents and their young children. The Commission believes that healthy parent-child bonding and attachment, utilization of parenting practices leading to optimal development, and supports that connect families with resources and services will lead to more stable and nurturing homes and neighborhoods. In this focus area, the Commission will invest in efforts that will positively influence the following 3rd grade reading predictive factors:			
<input type="checkbox"/> Consistent Parenting and Appropriate Discipline			
<input type="checkbox"/> Optimal Social-Emotional and Mental Health (Parent-Child)			
<input type="checkbox"/> Optimal Language Development			
<input type="checkbox"/> Achieving Typical Developmental Milestone			
<input type="checkbox"/> Child's Parents have High School Diploma			
<input type="checkbox"/> Secure and Healthy Homes; Resource Rich Community			
<b>Strong Families Sub-Total</b>	<u>\$1,838,826</u>	<u>\$1,838,826</u>	
<b>Focus Areas Total</b>	<u>\$5,708,164</u>	<u>\$5,708,164</u>	
<p>The majority of the Commission's funds are directed towards the primary three focus areas, Early Learning, Health Promotion, and Strong Families. At the May 2013 Commission meeting F5FC staff is recommending to award approximately \$11,416,328 million to the primary three focus areas for the first two years of the 2013-2020 Strategic Plan. The Commission has allocated \$6,520,000 in the 2012-2013 F5FC approved budget, under the Strategic Plan Investment line item. The remaining balance is \$4,896,328 for the first two years of the Strategic Plan. F5FC staff is recommending to allocate funds from the 2013-2014 proposed budget for the remaining balance and distribute an additional amount of \$5,652,422 for the third year of the 2013-2020 Strategic Plan. The third year of awards will be based on performance and will require the Commission's approval.</p>			
Primary Focus Area (2 Year Awards) Total	\$11,416,328		
Previous FY2012-2013 Encumbrances	<u>\$6,520,000</u>		
Balance for Two Year Contract Awards	\$4,896,328		
2013-2020 Strategic Plan Third Year of Funding Amount	<u>\$5,652,422</u>		
Primary Focus Area Total	<u>\$10,548,750</u>		
<b>Average Per Fiscal Year</b>	<u><u>\$5,274,375</u></u>		
<b>Total Evaluation Expense</b>	10,548,750	x	0%
<b>Total Program Expense</b>	10,548,750	x	100%
<b>Total Administration Expense</b>	10,548,750	x	0%
			<b>0</b>
			<b>10,548,750</b>
			<b>0</b>



**DETAIL BUDGET LINE ITEMS  
COST ANALYSIS AND JUSTIFICATION**

	Year 1 Amount	Year 2 Amount	2 Year Total Amount
<b>Birth to 3rd Grade Community Partnerships</b>			
Justification/Calculations:			
	\$632,863	\$632,863	\$1,265,725
<b>Birth to 3rd Grade Community Partnerships</b>			
In order to build upon initial school readiness and achieve future school success, kindergarten and early elementary experiences must build upon early childhood experiences. This means it is critical that there is an alignment of high quality early childhood experiences with high quality early elementary experiences.			
The Commission is a partner of a collaboration for a comprehensive birth to 3rd grade alignment effort. As part of this, F5FC has successfully developed a network of high-level partnerships focused on policy change resulting in children who are healthy and succeeding in school and supported by strong families. The 2013-2020 F5FC Strategic Plan will garnish this momentum and continue to surge forward with children and families as its only priority.			
<b>B3 Sub-Total</b>	<u>\$1,500,000</u>	<u>\$1,500,000</u>	
Under these efforts the Commission has allocated \$3 million for two years from the 2012-2013 F5FC approved budget. F5FC staff is recommending to assign \$1,265,725 for the third year of 2013-2020 Strategic Plan. A 15% decrease from the average amount set aside per fiscal year which is reflective of the required match from participating districts.			
B3 Efforts Two Year Total		\$3,000,000	
Previous FY2012-2013 Encumbrances		\$3,000,000	
Balance for Two Year Funding		\$0	
2013-2020 Strategic Plan Third Year of Funding Amount		<u>\$1,265,725</u>	
B3 Total		<u>\$1,265,725</u>	
<b>Average Per Fiscal Year</b>		<u><b>\$632,863</b></u>	
<b>Total Evaluation Expense</b>	1,265,725	x	0%
<b>Total Program Expense</b>	1,265,725	x	100%
<b>Total Administration Expense</b>	1,265,725	x	0%

	Year 1 Amount	Year 2 Amount	2 Year Total Amount
<b>Public Policy and Advocacy</b>			
Justification/Calculations:			
	\$830,000	\$732,200	\$1,562,200
<b>Community Relations</b>			
Communication with the Commission's various stakeholders and marketing are essential for promoting community building and to create support for improving the lives of children. The ultimate goal is to drive awareness about the Commission's role in the community and our work and serve as a resource to the community and reinforce the value of making children a priority. Our Community Relations expenses include several costs that are necessary to keep the public informed on matters of public concern and relating to the Commission's activities and/or accomplishments. F5FC staff is recommending the following dollar amounts:			
F5FC Community Relations Items	\$31,000	\$46,200	
Report to the Community (RC)	\$10,000	\$5,000	
Website	\$10,000	\$5,000	
<b>Community Relations Expense Sub-Total</b>	<u>\$51,000</u>	<u>\$56,200</u>	
<b>Community Education</b>			
For F5FC to be successful in achieving the goals set forth in our 2013-2020 Strategic Plan, the community must believe and support the health and development of young children is important and must be made a priority. In order to promote an optimal environment for children, the Commission will educate and advocate for policies and practices that will promote children's optimal health and development.			
The campaigns in this line item will have an ultimate goal of educating broad publics and could include producing of creative concepts that may include collaterals, TV & radio (and possibly print).			
Specifically for the Breastfeeding Education Campaign, the first year would be used to create collateral items and launch the campaign. Year two could focus on re-tweaking elements as needed. The exact elements to be created and costs are TBD based on proposals from the RFP that will be released to the community.			
Breastfeeding Education Campaign	\$250,000	\$200,000	
Community/Corporate Partnership	\$30,000	\$30,000	
Community Media Partnership	\$100,000	\$50,000	
Hands On Hero Campaign	\$5,000	\$5,000	
<b>Communication Education Sub-Total</b>	<u>\$385,000</u>	<u>\$285,000</u>	

**DETAIL BUDGET LINE ITEMS  
COST ANALYSIS AND JUSTIFICATION**

				Year 1	Year 2	2 Year
<b>Cont. Public Policy and Advocacy</b>				<b>Amount</b>	<b>Amount</b>	<b>Total Amount</b>
Justification/Calculations:						
<b>Policy and Advocacy</b>						
The Commission will support, educate and advocate for policies that will promote children's optimal health and development. This critical work aims to make lasting community change by working with policy makers and other community influencers to make policy decisions that positively impact young children and their families. In particular, the Commission wants to influence policy and improve practices in the areas of: education and promotion of child-friendly laws and workplaces, creating a breastfeeding friendly community, and supporting systems change advocacy focused on children reading on grade level by 3rd grade. Estimated cost is as follows:						
	Annual F5FC Event			\$15,000	\$12,000	
	Event Sponsorship Program			\$25,000	\$25,000	
	Advocacy Efforts			\$3,000	\$3,000	
	First 5 Policy & Educational Support Items			\$24,200	\$24,200	
	Mini Grants for BFF spaces			\$15,000	\$15,000	
	Sytems Change Advocacy Mini Grants			\$10,000	\$10,000	
	Breastfeeding Trailer			\$5,400	\$5,400	
	Welcome Baby Bags			\$221,400	\$221,400	
	Child Friendly Business Campaign			\$75,000	\$75,000	
	<b>Policy and Advocacy Sub-Total</b>			<b>\$394,000</b>	<b>\$391,000</b>	
	<b>Public Policy and Advocacy Total</b>			<b>\$830,000</b>	<b>\$732,200</b>	
<b>Total Evaluation Expense</b>	1,562,200	x	0%			<b>0</b>
<b>Total Program Expense</b>	1,562,200	x	98%			<b>1,530,956</b>
<b>Total Administration Expense</b>	1,562,200	x	2%			<b>31,244</b>

				Year 1	Year 2	2 Year
<b>Partnerships and Collaborative Efforts</b>				<b>Amount</b>	<b>Amount</b>	<b>Total Amount</b>
Justification/Calculations:						
				\$1,002,500	\$1,006,500	<b>\$2,009,000</b>
<b>Community Partnerships</b>						
F5FC operates with the belief that supporting young children and their families is a community responsibility. Lasting improvements to the health and development of the county's youngest residents are possible when community organizations, policy makers, families, and F5FC work together to mobilize support and services for young children. Collaboration among agencies will provide families with more integrated and comprehensive support. F5FC will facilitate community partnerships and collaboration by regularly convening funded and unfunded partners. The strategic planning process identified partnership and collaborative effort priorities as:						
	BASIC Project			\$200,000	\$200,000	
	Community Learning Center Training Hub			\$60,000	\$60,000	
	Parent Leadership and Advocacy Grants			\$70,000	\$70,000	
	Prevent Child Abuse California - AmeriCorp			\$160,000	\$160,000	
	First 5 Association - The Children's Movement Organization			\$125,000	\$125,000	
	First 5 Orange County - AmeriCorps Vista Participant			\$25,000	\$25,000	
	Learn2Earn Community Partnership Efforts			\$25,000	\$25,000	
	Collective Impact Partnership Efforts			\$50,000	\$50,000	
	<b>Community Partnerships Sub-Total</b>			<b>\$715,000</b>	<b>\$715,000</b>	
<b>Community Professional Development Support</b>						
The Commission promotes ongoing professional development and capacity building opportunities that enhance the knowledge and skills of providers, parents and care givers to further their career goals. Partners from all disciplines (ECE, Mental Health, Early Intervention, Health, Parent Support etc.) who serve children ages 0-5 and their families in Fresno County are welcome to attend training and networking opportunities.						
	Capacity Building Participant Grants			\$100,000	\$100,000	
	Sustainability Participant Grant			\$20,000	\$20,000	
	Sustainability Meeting Expenses and Materials			\$10,000	\$10,000	
	Fatherhood Engagement Efforts			\$25,000	\$25,000	
	Sustainability Project Training and Community Practice Efforts			\$58,000	\$62,000	
	Service Provider Support and Technical Assistance			\$66,000	\$66,000	
	Finance Training			\$2,500	\$2,500	
	Media Training			\$6,000	\$6,000	
	<b>Community Professional Development Sub-Total</b>			<b>\$287,500</b>	<b>\$291,500</b>	
	<b>Partnership and Collaborative Efforts Total</b>			<b>\$1,002,500</b>	<b>\$1,006,500</b>	
<b>Total Evaluation Expense</b>	2,009,000	x	0%			<b>0</b>
<b>Total Program Expense</b>	2,009,000	x	100%			<b>2,009,000</b>
<b>Total Administration Expense</b>	2,009,000	x	0%			<b>0</b>

**DETAIL BUDGET LINE ITEMS  
COST ANALYSIS AND JUSTIFICATION**

<b>Accountability and Evaluation</b>	<b>Year 1 Amount</b>	<b>Year 2 Amount</b>	<b>2 Year Total Amount</b>									
<p>Justification/Calculations:</p> <p><b>Accountability</b>            F5FC is a responsible steward of public dollars. Organizations that receive F5FC funds report financial, program, and evaluation data in order to ensure compliance within their contractual guidelines. F5FC staff partner with grantees to ensure best practices are utilized by all programs. The fiscal reporting structure of the Commission was developed in accordance with the First 5 Financial Management Guide. This guide was developed by the Government Finance Officers Association of the United States and Canada (GFOA).</p> <p>F5FC Commissioners are responsible for ensuring that funds are used as voters intended when Proposition 10 was passed in 1998. Commissioners work with F5FC staff to ensure policies and procedures are consistent with the state law. The Commission utilizes Persimmony International, Inc., as the agency's contract management database. The system tracks all phases of procurement, development and contract compliance. F5 staff is recommending a renewal of the Persimmony contract to support the Commission's evaluation and state annual reporting requirements. F5FC staff is recommending \$140,000 to Harder + Company Community Research to provide ongoing maintenance and technical assistances ensuring accurate data and contract compliance.</p> <p>The following line items are being requested to support the Commission's accountability and contract compliance efforts:</p> <table style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="padding-right: 20px;">Contract Management System</td> <td style="text-align: right; padding-right: 20px;">\$200,000</td> <td style="text-align: right;">\$200,000</td> </tr> <tr> <td>Maintenance and Technical Assistance Services</td> <td style="text-align: right; border-bottom: 1px solid black;">\$140,000</td> <td style="text-align: right; border-bottom: 1px solid black;">\$140,000</td> </tr> <tr> <td style="text-align: right;"><b>Accountability Sub-Total</b></td> <td style="text-align: right; border-bottom: 3px double black;"><b>\$340,000</b></td> <td style="text-align: right; border-bottom: 3px double black;"><b>\$340,000</b></td> </tr> </table>	Contract Management System	\$200,000	\$200,000	Maintenance and Technical Assistance Services	\$140,000	\$140,000	<b>Accountability Sub-Total</b>	<b>\$340,000</b>	<b>\$340,000</b>	\$940,000	\$940,000	<b>\$1,880,000</b>
Contract Management System	\$200,000	\$200,000										
Maintenance and Technical Assistance Services	\$140,000	\$140,000										
<b>Accountability Sub-Total</b>	<b>\$340,000</b>	<b>\$340,000</b>										
<p><b>Evaluation</b>            The effectiveness of the Commission's investments are monitored regularly by staff as well as a contracted evaluator. The contracted evaluator works with the Commission, staff, and grantees to inform ongoing program practices and to evaluate progress towards the Commission's desired outcomes. The Commission uses accountability and evaluation data to inform its decision-making, ensuring that funds are used as efficiently and effectively as possible. F5FC staff is recommending to renew contract with Harder + Company Community Research, as the Commission's evaluator.</p> <p>With the new 2013-2020 F5FC Strategic Plan framework, Harder+Company is prepared to enhance the existing evaluation framework to ensure it continues to closely assess the outcomes for children and families based on the updated strategies and corresponding indicators. In 2013-14 we will continue to deepen the rigor of our evaluation approach. The following line item is requested to support the Commission's evaluation efforts:</p> <table style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="padding-right: 20px;">Evaluation Services</td> <td style="text-align: right; padding-right: 20px;">\$600,000</td> <td style="text-align: right;">\$600,000</td> </tr> <tr> <td style="text-align: right;"><b>Evaluation Sub-Total</b></td> <td style="text-align: right; border-bottom: 1px solid black;"><b>\$600,000</b></td> <td style="text-align: right; border-bottom: 1px solid black;"><b>\$600,000</b></td> </tr> <tr> <td style="text-align: right;"><b>Accountability and Evaluation Total</b></td> <td style="text-align: right; border-bottom: 3px double black;"><b>\$940,000</b></td> <td style="text-align: right; border-bottom: 3px double black;"><b>\$940,000</b></td> </tr> </table>	Evaluation Services	\$600,000	\$600,000	<b>Evaluation Sub-Total</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>Accountability and Evaluation Total</b>	<b>\$940,000</b>	<b>\$940,000</b>			
Evaluation Services	\$600,000	\$600,000										
<b>Evaluation Sub-Total</b>	<b>\$600,000</b>	<b>\$600,000</b>										
<b>Accountability and Evaluation Total</b>	<b>\$940,000</b>	<b>\$940,000</b>										
<b>Total Evaluation Expense</b>	1,880,000	x	100%	<b>1,880,000</b>								
<b>Total Program Expense</b>	1,880,000	x	0%	<b>0</b>								
<b>Total Administration Expense</b>	1,880,000	x	0%	<b>0</b>								

**First 5 Fresno County  
2012-2013  
Budget vs. Projected Expenses**

<b>Revenues</b>			
	<b>Budget Amounts 7/1/2012 to 6/30/2013</b>	<b>Projected Actuals YTD Expenses</b>	<b>Variance</b>
FY2011-2012 Carryover Balance	\$2,512,106	\$2,512,106	\$0
Prop 10 Revenue	\$11,192,697	\$11,192,697	\$0
Other Revenue	\$350,000	\$350,000	\$0
Interest Revenue - County Treasury	\$13,500	\$13,500	\$0
Investment Income	\$611,697	\$504,260	(\$107,437)
FY2012-2013 Deobligations	\$0	\$994,878	\$994,878
<b>Total Revenues</b>	<b>\$14,680,000</b>	<b>\$15,567,442</b>	<b>\$887,441</b>
<b>Operating Budget</b>			
<b>Salary &amp; Benefits</b>			
Salary Expense	\$1,005,000	\$1,005,000	\$0
Payroll Tax Expense	\$97,883	\$97,883	\$0
Retirement Expense	\$87,877	\$87,877	\$0
Employee Benefits Expense	\$291,780	\$291,780	\$0
Worker's Comp. Expense	\$7,500	\$7,500	\$0
Education Allowance	\$6,000	\$6,000	\$0
<b>Total Salaries &amp; Benefits</b>	<b>\$1,496,040</b>	<b>\$1,496,040</b>	<b>\$0</b>
<b>Operations</b>			
Advertising Expense	\$1,500	\$750	\$750
Audit Expense	\$21,000	\$20,500	\$500
Capital Expense - Computers & Software	\$18,653	\$18,653	\$0
Commissioner/Advisory Expense	\$9,000	\$4,500	\$4,500
Community Relations Expense	\$27,500	\$22,000	\$5,500
Dues & Subscription Expense	\$26,215	\$26,215	\$0
Equipment Rental/Maintenance Expense	\$45,300	\$45,300	\$0
General & Administrative Expense	\$10,000	\$10,000	\$0
Insurance Expense	\$7,500	\$7,500	\$0
Office Expense	\$6,600	\$6,831	(\$231)
Postage Expense	\$2,000	\$1,200	\$800
Printing Expense	\$3,000	\$1,300	\$1,700
Program Development/Strategic Planning Expense	\$50,000	\$50,000	\$0
Professional Service Expense	\$245,100	\$195,000	\$50,100
Rental/Lease Rooms/Office Expense	\$119,500	\$114,160	\$5,340
Staff Training & Conference Expense	\$25,000	\$15,000	\$10,000
Telephone Expense	\$21,000	\$17,024	\$3,976
Travel Expense - Local Mileage	\$9,900	\$6,025	\$3,875
<b>Total Expenses</b>	<b>\$648,768</b>	<b>\$561,959</b>	<b>\$86,809</b>
Lighthouse for Children Building	\$29,732	\$1,429,633	(\$1,399,901)
Operations Contingency Fund	\$250,000	\$72,100	\$177,900
<b>Total Operating</b>	<b>\$2,424,540</b>	<b>\$3,559,732</b>	<b>(\$1,135,191)</b>

**First 5 Fresno County  
2012-2013  
Budget vs. Projected Expenses**

<b>Program Allocations</b>	<b>Budget Amounts 7/1/2012 to 6/30/2013</b>	<b>Allocated/Awarded Projected Actuals FY2012-2013</b>	<b>Balance Variance</b>
<b>Strategic Plan Investments</b>			
<b>FY 2008-2013 Strategic Plan - Community Investments</b>			
First 5 Fresno County 2012 BASIC Project	\$200,000	\$200,000	\$0
Transitional Kindergarten Support and Technica	\$100,000	\$100,000	\$0
Systems Change Support	\$50,000	\$25,000	\$25,000
Perinatal Mental Health Integration Project	\$131,500	\$131,500	\$0
AmeriCorps Family Learning Center Training Hl	\$75,000	\$75,000	\$0
Mini Grants and Sponsorship	\$50,000	\$35,000	\$15,000
<b>The 2013 and Beyond Strategic Plan Implementation</b>			
2013 and Beyond Strategic Plan Investment	\$9,520,000	\$9,520,000	\$0
Kindergarten Student Entrance Profile (KSEP) A	\$50,000	\$50,000	\$0
<b>Total Strategic Plan Investments</b>	<b>\$10,176,500</b>	<b>\$10,136,500</b>	<b>\$40,000</b>
<b>Non-PROP 10 Funded Programs</b>			
Early Childhood Consultant funded by Lucile Pack	\$110,000	\$110,000	\$0
Support B3 Initiative Funded by Lucile Packard Fo	\$190,000	\$190,000	\$0
	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$0</b>
<b>Capacity Building/Technical Assistance</b>			
Capacity Building/Leadership & Sustainability			
Meeting Expenses and Materials	\$10,000	\$10,000	\$0
Participant Grant	\$22,000	\$22,000	\$0
Capacity Building Grant	\$95,000	\$95,000	\$0
Organizational & Board Governance Leadership	\$33,760	\$33,760	\$0
Family Advocacy and Leadership Capacity Bldg. S	\$25,000	\$0	\$25,000
Touch points Training	\$7,000	\$7,000	\$0
ASQ Training Internal	\$2,000	\$2,000	\$0
Infant Massage	\$2,000	\$2,000	\$0
Mental Health First Aid	\$2,100	\$2,100	\$0
Lactation Training	\$1,100	\$1,100	\$0
Literacy & Program Outreach Materials	\$2,000	\$2,000	\$0
New Service Provider Orientation	\$500	\$500	\$0
Initiative Quarterly Meetings	\$4,000	\$2,500	\$1,500
Peri-natal Mental Health Conference	\$5,000	\$5,000	\$0
Child Abuse Prevention	\$15,000	\$15,000	\$0
Finance Department Expenses	\$1,500	\$250	\$1,250
<b>Total Capacity Building/Technical</b>	<b>\$227,960</b>	<b>\$200,210</b>	<b>\$27,750</b>
<b>Public Education</b>			
Program/Implementations of Strategic Planning	\$460,000	\$280,000	\$180,000
PR/Communications Internal - Program	\$51,500	\$51,500	\$0
Public/Policy	\$264,500	\$264,500	\$0
<b>Total Public Education</b>	<b>\$776,000</b>	<b>\$596,000</b>	<b>\$180,000</b>
<b>Program Evaluation</b>	<b>\$775,000</b>	<b>\$775,000</b>	<b>\$0</b>
<b>Total Program Allocations</b>	<b>\$12,255,460</b>	<b>\$12,007,710</b>	<b>\$247,750</b>
<b>Total First 5 Fresno County Budget</b>	<b>\$14,680,000</b>	<b>\$15,567,442</b>	<b>\$887,441</b>

**FIRST 5 FRESNO COUNTY  
5 YEAR BUDGET AND EXPENSE HISTORY**

<b>Revenues</b>							
	<b>FY 08/09 ACTUALS</b>	<b>FY 09/10 ACTUALS</b>	<b>FY 10/11 ACTUALS</b>	<b>FY 11/12 ACTUALS</b>	<b>FY 12/13 PROJECTED ACTUALS</b>	<b>FY 13/14 PROPOSED AMOUNTS</b>	<b>FY 14/15 PROPOSED AMOUNTS</b>
Prior Year Carry Over Revenue	\$7,276,559	\$6,298,385	\$4,863,262	\$3,618,202	\$2,512,106	\$0	\$204,173
Prop 10 Revenue	\$12,742,011	\$11,674,977	\$11,379,104	\$11,672,142	\$11,192,697	\$10,789,000	\$10,412,100
SR Revenue	\$815,592	\$1,544,288	\$1,165,717	\$381,578	\$0	\$0	\$0
Other Revenue	\$263,617	\$331,663	\$27,620	\$243,655	\$350,000	\$125,000	\$125,000
Interest Revenue - County Treasury	\$74,570	\$35,636	\$26,520	\$25,360	\$13,500	\$13,200	\$12,700
Investment Income	\$1,374,699	\$1,584,465	\$701,159	\$584,833	\$504,260	\$305,000	\$290,500
Current Year Deobligations	\$2,144,628	\$2,128,910	\$2,982,400	\$1,044,106	\$994,878	\$0	\$0
<b>Total Revenues</b>	<b>\$24,691,675</b>	<b>\$23,598,323</b>	<b>\$21,145,782</b>	<b>\$17,569,876</b>	<b>\$15,567,442</b>	<b>\$11,232,200</b>	<b>\$11,044,473</b>
<b>Operating Budget</b>							
Salaries & Benefits	\$1,517,944	\$1,389,815	\$1,420,413	\$1,483,177	\$1,496,040	\$1,612,031	\$1,717,802
Services & Supplies	\$655,902	\$535,275	\$531,654	\$638,206	\$561,959	\$486,259	\$490,733
First 5 Building	\$2,000,000	\$2,700,000	\$1,300,000	\$0	\$1,429,633	\$0	\$0
Operations Contingency Fund	\$0	\$0	\$150,798	\$203,984	\$72,100	\$250,000	\$250,000
<b>Total Operating</b>	<b>\$4,173,845</b>	<b>\$4,625,090</b>	<b>\$3,402,865</b>	<b>\$2,325,367</b>	<b>\$3,559,732</b>	<b>\$2,348,290</b>	<b>\$2,458,535</b>
<b>Program Allocations/Strategic Plan Investments</b>							
<b>Community Grants</b>	\$2,528,718	\$2,411,167	\$1,908,690	\$325,000	\$0	\$0	\$0
<b>Focus Areas</b>	\$10,680,225	\$10,459,124	\$10,844,625	\$10,783,163	\$10,136,500	\$5,274,375	\$5,274,375
<b>Non-PROP 10 Funded Programs</b>	\$0	\$0	\$0	\$0	\$300,000	\$0	\$0
<b>Birth to 3rd Grade Community Partnerships</b>	\$0	\$0	\$0	\$0	\$0	\$632,863	\$632,863
<b>Public Policy and Advocacy</b>	\$177,565	\$317,240	\$381,900	\$701,000	\$596,000	\$830,000	\$732,200
<b>Partnership and Community Efforts</b>	\$65,974	\$275,088	\$301,700	\$233,240	\$200,210	\$1,002,500	\$1,006,500
<b>Accountability and Evaluation</b>	\$468,081	\$647,353	\$687,700	\$690,000	\$775,000	\$940,000	\$940,000
<b>Total Strategic Plan Investments</b>	<b>\$14,219,445</b>	<b>\$14,109,972</b>	<b>\$14,124,615</b>	<b>\$12,732,403</b>	<b>\$12,007,710</b>	<b>\$8,679,738</b>	<b>\$8,585,938</b>
<b>Total First 5 Fresno County Budget</b>	<b>\$18,393,290</b>	<b>\$18,735,062</b>	<b>\$17,527,480</b>	<b>\$15,057,770</b>	<b>\$15,567,442</b>	<b>\$11,028,027</b>	<b>\$11,044,472</b>