



FFY 2023 Ventura County 2023 Budget Report

FFY 2023 Ventura County 2023 Budget Report

Budget Name:	Ventura County Budget 2023
Budget Agency:	Ventura County
Budget Type:	LIA
Contract Number:	
Modified Date:	10/04/2022 8:30:00 AM

FFY 2022 Carry-In:	\$250,000.00
FFY 2023 Award Amount:	\$819,273.00
FFY 2023 Total Budget Amount:	\$1,069,273.00

Expenses	FFY 2022 Budget	FFY 2022 Carry-In Budget	FFY 2023 Budget	FFY 2022 Carry-In and FFY 2023 Budget Total	% Difference
Salaries/Benefits	\$552,556.33	\$228,341.48	\$599,652.62	\$827,994.10	8.52%
Travel	\$17,248.18	\$401.52	\$18,952.04	\$19,353.56	9.88%
Non-Capital Equipment/Supplies	\$3,717.88	\$6,758.00	\$3,477.88	\$10,235.88	-6.46%
Materials	\$17,256.62	\$6,000.00	\$20,488.97	\$26,488.97	18.73%
Building/Space	\$31,680.00	\$4,000.00	\$27,470.00	\$31,470.00	-13.29%
Maintenance	\$12,825.60	\$4,499.00	\$12,951.94	\$17,450.94	0.99%
Equipment and Other Capital Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Contracts/Sub-Grants/Agreements	\$74,538.24	\$0.00	\$0.00	\$0.00	100.00%
Total Direct Costs:	\$709,822.86	\$250,000.00	\$682,993.45	\$932,993.45	-3.78%
Indirect Cost Rate	\$109,450.14	\$0.00	\$136,279.55	\$136,279.55	24.51%
Total Federal Funds	\$819,273.00	\$250,000.00	\$819,273.00	\$1,069,273.00	0.00%

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Expenses	Justification for Greater than 5% Difference from FFY 2022 Budget
Salaries/Benefits	Adjustments to staffing reflect the need for additional staff meet objectives of work plan.
Travel	Travel increase reflects additional staff and efforts to meet the scope of work without the support of subcontracting agency.
Non-Capital Equipment/Supplies	Increase in cost reflects additional materials and supplies needed with larger staff.
Materials	Decrease in cost for food ingredients, printing of materials, and costs associated with community events, are due to nutrition education being conducted virtually in many instances.
Building/Space	Higher facilities cost is due to larger staff and projected move to a larger space.
Maintenance	Increase reflects maintenance associated costs with larger staff needs.
Equipment and Other Capital Expenditures	
Contracts/Sub-Grants/Agreements	Subcontractor agency is redirecting efforts to other projects.
Indirect Cost Rate	Increase reflects adjustment increase in number of FTEs.

1a) Staffing: Salaries/Benefits:

Item #	Position Title	Staff Name	Mgmt and Admin %	Direct Delivery %	FTE Rate	Annual Salary	Total Funded Salary	Benefit Rate	Total Funded Benefits	Total Funded Salary and Benefits
1	Senior Program Administrator		20%	0.8%	0.95	\$116,810.69	\$110,970.16	48%	\$53,265.67	\$164,235.83
2	Program Administrator		10%	0.9%	1	\$99,340.06	\$99,340.06	52%	\$51,656.83	\$150,996.89
3	Community Services Coord		10%	0.9%	1	\$61,292.61	\$61,292.61	52%	\$31,872.16	\$93,164.77
4	Training & Education Assistant		10%	0.9%	1	\$52,884.20	\$52,884.20	52%	\$27,499.78	\$80,383.98
5	Health Education Assistant		10%	0.9%	1	\$47,677.39	\$47,677.39	52%	\$24,792.24	\$72,469.63
6	Health Education Assistant		10%	0.9%	1	\$47,677.39	\$47,677.39	52%	\$24,792.24	\$72,469.63
7	Senior Accountant		0%	0%	0	\$0.00	\$0.00	0%	\$0.00	\$0.00
8	Training & Education Assistant		10%	0.9%	1	\$52,884.20	\$52,884.20	52%	\$27,499.78	\$80,383.98
9	Community Services Coordinator		10%	0.9%	0.5	\$54,499.66	\$27,249.83	52%	\$14,169.91	\$41,419.74
10	Health Education Assistant		10%	0.9%	1	\$47,677.39	\$47,677.39	52%	\$24,792.24	\$72,469.63
X					8.45		\$547,653.23		\$280,340.87	\$827,994.10

Definition and basis for calculations of benefit rate(s):	Includes payroll, taxes, medical/dental benefits, and retirement as a percentage of salaries.
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Total Salaries/Benefits Carry-in Amount:	\$228,341.48
Total Salaries/Benefits Award Amount:	\$599,652.62
Total Salaries/Benefits:	\$827,994.10

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2a) Travel: In State:

Travel Title Item 1:	Local Mileage
Travel Location:	County of Ventura
Travel Description and Justification:	Local travel within Ventura County to target areas to conduct nutrition education and training with SNAP-Ed target groups and service providers, attend meetings, and conduct other CalFresh Healthy Living Program related activities.
Mileage Rate:	\$0.585

Item #	Position Name and Title	Presenter	Trips	FTE	Days	Nights	Per Diem	Lodging	Air	Miles	Reg. Fee	Other	Total
1	Health Education Assistant Program Administrator Training & Education Assistant Senior Accountant Training & Education Assistant Senior Program Administrator TBD : Community Services Coord TBD : Community Services Coordinator TBD : Health Education Assistant Health Education Assistant	No	669.867	8.45	0	0	\$0.00	\$0.00	\$0.00	40	\$0.00	\$0.00	\$15,674.89

Travel Title Item 2:	CalFresh Healthy Living Forum
Travel Location:	Garden Grove

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Travel Description and Justification:	Expenses include roundtrip mileage, lodging, meals, parking, inner-city travel, and miscellaneous expenses including service tips.
Mileage Rate:	\$0.585

Item #	Position Name and Title	Presenter	Trips	FTE	Days	Nights	Per Diem	Lodging	Air	Miles	Reg. Fee	Other	Total
2	Senior Program Administrator Program Administrator Training & Education Assistant Training & Education Assistant Health Education Assistant Health Education Assistant TBD : Community Services Coord TBD : Community Services Coordinator TBD : Health Education Assistant	No	1	8.45	2	2	\$46.00	\$141.00	\$0.00	200	\$0.00	\$47.50	\$3,678.68

Total In-State Carry-In Amount:	\$401.52
Total In-State Award Amount:	\$18,952.04
Total Out-of-State Carry-In Amount:	\$0.00
Total Out-of-State Award Amount:	\$0.00

Total In-State and Out-of-State Travel Carry-In Amount:	\$401.52
Total In-State and Out-of-State Travel Award Amount:	\$18,952.04

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Total In-State and Out-of-State Travel:

\$19,353.56

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3a) Non-Capital Equipment/Supplies (Less than \$5,000):

Item #	Budget Item	Description and Justification	FTE	Cost Per Item	# of Items	Total
1	Office Supplies	Office supplies to support CalFresh Healthy Living Program objectives and activities including but are not limited to: pens, pencils, paper, notepads, binders, chart paper, markers, file folders, post-it pads, memory sticks, calendars, laminating sheets, and other office essentials needed to support program activities. The average monthly cost per FTE is \$40.00.	8.45	\$40.00	12	\$4,056.00
2	Other (Please describe in Description and Justification)	Annual Dietetic Registration fee (Eddie Munizich and TBD).	2	\$70.00	1	\$140.00
3	Computer Software	Subscription to Zoom for business to conduction nutrition education in virtual mode.	1	\$19.99	12	\$239.88
X						\$4,435.88

Total Non-Capital Equipment/Supplies Carry-In Amount:	\$958.00
Total Non-Capital Equipment/Supplies Award Amount:	\$3,477.88

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3b) Non-Capital Equipment/Supplies (Theft-Sensitive/Technological Equipment less than \$5,000):

Item #	Budget Item	Position Name and Title	Description and Justification	FTE	Cost Per Item	# of Items	Total
1	Desktop Computer	TBD : Community Services Coord TBD : Community Services Coordinator TBD : Health Education Assistant Eduardo Herrera : Training & Education Assistant	Purchase of 4 desktop computers needed to facilitate delivery of nutrition education services, including virtual nutrition education to the target audience, at \$1,450 each. Price per FTE is \$1,449.75 (including tax): \$1050.00/PC, \$179.00/monitor, \$98.00 for memory and cables - \$5,799.00 for 4 computers.	4	\$1,450.00	1	\$5,800.00
X							\$5,800.00

Total Non-Capital Equipment/Supplies (TSE) Carry-In Amount:	\$5,800.00
Total Non-Capital Equipment/Supplies (TSE) Award Amount:	\$0.00

Total Non-Capital Equipment/Supplies and TSE Carry-In Amount:	\$6,758.00
Total Non-Capital Equipment/Supplies and TSE Award Amount:	\$3,477.88
Total Non-Capital Equipment/Supplies and TSE:	\$10,235.88

4) Materials:

Item #	Budget Item	Description and Justification	Cost Per Item	# of Items	Total
1	Food Preparation Materials	Food and supplies: paper goods, kitchen utensils, cutting boards, small kitchen equipment, water dispensers, storage containers, insulated bags and coolers for safely transporting food, and other items needed to conduct food demonstrations in eligible community locations throughout Ventura County. Average cost per item is \$20.00	\$20.00	275	\$5,500.00
2	Printing and Duplication Materials	Class materials, handouts, training materials, agendas, flyers, promotional campaign materials, etc. Class materials, handouts, training materials, agendas, flyers, promotional campaign materials, etc. The average cost is approximately \$500.00/mo.	\$500.00	12	\$6,000.00
3	Garden Materials	Materials and supplies necessary for establishing, supporting and reinvigorating community and school gardens, such as seeds, planting soil, garden box construction materials, etc., with the goal of providing garden-based nutrition education to student populations and community groups.	\$40.00	128	\$5,120.00
4	Other (Please describe in Description and Justification)	Purchase order requisition fees for materials and services (\$1,000/quarter).	\$1,000.00	6	\$6,000.00
5	Educational Curriculum & Materials	Curricula, materials and equipment necessary to conduct nutrition and PA education and training in the ECE and after-school program settings (i.e. CATCH Kids Club for Grades K-5 at \$275/ea, CATCH Starter Set at \$495/ea, CATCH It's Fun to Be Healthy at \$275/ea, and CATCH Early Childhood Starter Kit at \$125/ea).	\$3,868.97	1	\$3,868.97
X					\$26,488.97

Total Materials Carry-In Amount:	\$6,000.00
Total Materials Award Amount:	\$20,488.97
Total Materials:	\$26,488.97

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5) Building/Space:

Item #	Building Type	Location Name	Address	Calculation Description	FTE	Cost Per Month	# of Months	Total
1	Office Rent/Lease	Public Health Office	2220 E. Gonzales Road, Oxnard, CA 93036	The estimated monthly cost is \$250/FTE.	8.45	\$250.00	12	\$25,350.00
2	Storage Space Rent/Lease	Johnson Drive Storage	2630 Johnson Drive, Ventura CA 93003	Storage containers hold equipment, supplies, and materials necessary to conduct program activities (#1 at \$270/mo, #2 at \$240/mo).	1	\$510.00	12	\$6,120.00
X								\$31,470.00

Total Building/Space Carry-In Amount:	\$4,000.00
Total Building/Space Award Amount:	\$27,470.00
Total Building/Space:	\$31,470.00

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6) Maintenance:

Item #	Maintenance Type	Location Name	Address	Calculation Description	FTE	Cost Per Month	# of Months	Total
1	IT Support Service	Public Health Office	2220 E. Gonzales Road, Oxnard, CA 93030	Communications and IT: software licenses, telephone charges, email, network access, etc. The estimated cost is \$172.10/FTE/mo.	8.45	\$172.10	12	\$17,450.94
X								\$17,450.94

Total Maintenance Carry-In Amount:	\$4,499.00
Total Maintenance Award Amount:	\$12,951.94
Total Maintenance:	\$17,450.94

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9) Indirect Costs:

Item #	Budget Option	Direct Cost Categories	Indirect Cost Rate	Calculation Method	Total Admin. / Program Dollars	Total
1	Selected Categories	Salaries/Benefits	16.459%	Rate at 16.459% of total personnel.	\$827,994.10	\$136,279.55
X						\$136,279.55

Total Indirect Costs Carry-In Amount:	\$0.00
Total Indirect Costs Award Amount:	\$136,279.55
Total Indirect Costs:	\$136,279.55

Total Budget:	\$1,069,273.00
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