



**FIRST 5 SAN MATEO COUNTY COMMISSION (F5SMC)
FINANCE AND ADMINISTRATION COMMITTEE MEETING**

**Monday, October 19, 2026
9:00 am to 10:00 a.m.**

**First 5 San Mateo County Office Building
1700 S. El Camino Real, 1st Floor – Miller Ream
San Mateo, CA 94402**

COMMISSION MEMBERS: Sylvia Espinoza, Claire Cunningham, Carla Boragno (Chair)
Hanish Rathod

STAFF: Michelle Blakely, Khanh Chau

AGENDA

	Item	
1.	Approval of the Finance and Administration Committee Agenda	Boragno
2.	Approval of the June 8, 2026 Finance and Administration Committee Meeting Minutes <i>(See Attachment 2)</i>	Boragno
3.	Action: Review and Recommendation of FY 2025-2026 Budget Close Out <i>(See Attachment 3, 3A, 3B, 3C)</i>	Blakely / Chau
4.	Verbal Update: First 5 San Mateo County (F5SMC)'s Basic Financial Statements for the Year Ending June 30, 2026 Audit Report.	Blakely / Chau
	Next Finance and Administration Committee Meeting February 8, 2027	

**FIRST 5 SAN MATEO COUNTY
FINANCE AND ADMINISTRATION COMMITTEE
MEETING MINUTES**

June 8, 2026

- Commission Claire Cunningham, Sylvia Espinoza, Carla Boragno (Chair), Hanish Rathod
- Staff: Kitty Lopez, Khanh Chau
- Minutes: Khanh Chau

1. Approval of the Finance and Administration Committee Agenda

A Motion for Approval of June 8, 2026 Finance and Administration Committee Meeting Agenda was made by Commissioner Cunningham, seconded by Commissioner Espinoza. Unanimously approved.

2. Approval of the May 11, 2026 Finance and Administration Committee Meeting Minutes

A Motion for Approval of the May 11, 2026 Finance and Administration Committee Meeting Minutes was made by Commissioner Espinoza, seconded by Commissioner Cunningham. Unanimously approved.

3. Review and Recommend Approval of F5SMC's Long-Term Financial Plan (LTFP) FY2025-30 (FY25-26 Update)

Kitty Lopez provided background of Long-Term Financial Plan (LTFP) as a snapshot in time with financial information that continues to change and evolve; the Commission has the opportunity to review and approve an updated LTFP every year for State compliance requirement.

Kitty Lopez cited that F5SMC's LTFP FY 2025-30 (FY25/26 Update) provides 5-year financial planning for the new strategic plan implementation SPIP FY 2025-30, Other Grant and Baby Bonus Grant acquisitions and executions. Kitty Lopez provided summary and key highlights including Tobacco Tax Revenue projections 62% of fiscal revenue with average 6% declining rate annually; while Other Grant Revenue increases to 38% of fiscal revenue compared to 10% of fiscal revenue in the previous 10 years. As for Appropriations, agency has projected 15% reductions in strategic planning implementation plan (SPIP) investments during period FY2025-30 compared to SPIP FY2020-25 actual spending (average \$3.052 M / year). Kitty also referred to the \$2M Reserves*, which includes \$1M Pension Liability Reserves and \$1M of 6-months Operational Reserves. These Reserves were approved by the Commission for the previous 9 years and has been set aside for its restricted uses. Admin Cost Rates are projected in the ranges of 10%-12% during period FY 2025-28 and increases to 15% -17% during period FY2028-30 due to conservative projections in Other Grants Revenue, which are projected \$1 M / year average or 65% lower than Other Grant Appropriations projections of \$2.970 M / year average for the period FY 2025-28. Kitty Lopez cited at the end of FY 2029-30, Ending Fund Balance after Restricted Fund will be \$2.514 M equal to 4.4 months of FY 2029-30 Total Operations.

Committee members reviewed LTFP, asked questions about the Measure K inclusion in the revenue, and how the Fund Balance is spent down. Kitty Lopez responded that F5SMC is non-general fund department and the only Measure K revenue is funding from a few of the Supervisors' discretionary funds to the Baby Bonus Program, therefore F5SMC is not impacted by the 5% spending cut of county measure K funding; F5SMC Fund Balance is committed for

community investment as per Commission approved strategic plan and to support strategic operations in leveraging new funding; whereas other Grant Fund Balance is a restricted fund balance as stipulated by outside funders. Committee members also asked what the COLA increases would be in the salaries and benefits projections. Staff responded that 5% COLA is projected annually in the updated LTFP. Committee members suggested the inclusion of major changes in the LTFP and reasons for changes.

Committee members reviewed and endorsed the approval of LTFP.

A Motion for Approval of Approval of F5SMC's Long-Term Financial Plan (LTFP) FY2025-30 (FY25-26 Update) was made by Commissioner Espinoza, seconded by Commissioner Cunningham. Unanimously approved.

Commissioner Boragno adjourned the meeting at 9:46 AM.

DATE: October 19, 2026
TO: First 5 San Mateo County Finance and Administration Committee
FROM: Michelle Blakely, Interim Executive Director
RE: Review and Recommend Approval of F5SMC FY 2025-26 Budget Close-Out as of June 30, 2026

ACTION REQUESTED

Review and Recommend Approval of F5SMC FY 2025-26 Budget Close-Out as of June 30, 2026

BACKGROUND

- At the May 19, 2025 Commission Meeting, Commission approved F5SMC FY 2025-26 Budget.
- At the February 23, 2026 Commission Meeting, Commission approved F5SMC FY 2025-26 Revised Budget.
- Please read this Budget Close Out Memo in conjunction with Attachments 3A, 3B, and 3C.

ECONOMIC FACTORS OF FY 2025-26 BUDGET CLOSE OUT PERFORMANCE

Overview & Revenue Diversification

First 5 San Mateo County operates through **two primary funding streams: Tobacco Tax Revenues** (Proposition 10 allocations) and **Other Grant Fundings**. The agency continues to actively leverage external funding opportunities to acquire new grants and reduce financial dependency on Tobacco Tax Revenues.

This strategy has significantly shifted the agency's financial structure over recent years. At the end of **FY 2025–26**, **40%** budget execution is funded by **Tobacco Tax Revenues** and **Other Grants now account for 60%** of budget execution; whereas comparing with **FY 2020–21**, **80%** budget execution was funded by **Tobacco Tax Revenue while Other Grants accounted for 20%** of budget execution.

Funding Strategy: The trend of **leveraging external Other Grant fundings** will continue into future years. These leveraged funds are utilized as braided funding alongside mainstream Tobacco Tax revenue to directly support First 5's Strategic Plan Implementation Plan (SPIP) investment strategies. These include Early Learning, the Trauma and Resiliency Informed System Initiative (TRISI), Home Visiting, Integrated Systems for Children with Special Needs, the San Mateo Children's Success Planning Project, and the Baby Bonus Program.

Strategic Plan Implementation Plan SPIP FY 2025-28 and Key Other Grants

Strategic Plan Implementation Plan SPIP FY 2025-28: First 5 current Strategic Plan Implementation Plan (SPIP FY 2025–30) is structured across two main funding cycles: Phase One FY 2025–28 (a 3-year funding cycle) and Phase Two FY 2028–30 (a 2-year funding cycle).

Fiscal Year 2025–26 marks the first year of Phase One. Most grants and programs under Phase One are 3-year term agreements **braided fundings from both Tobacco Tax Revenues and Other Grant fundings. A total of \$1,588 million in braided funding** from the Mental Health Service Act MHSA grant, the Integrated System Children with Special Needs grant, and the

Trauma Informed System Initiatives TRISI grant **supported 14 agreements under the SPIP FY 25–28 contract cycle.**

Additionally, First 5 continues to manage small carry-over funds from the previous SPIP FY 2023–25 funding cycle. These funds support two key legacy programs entering their final phases of execution, while also facilitating planning and contracting for emergent project investments in alignment with the three-year SPIP FY 2025–28 funding cycle.

Key Other Grants

In its strategic direction, First 5 continues to acquire and **execute seven (7) Other Grants** (non-Baby Bonus program) utilizing as **braided fundings** during the fiscal year. These Other Grants are recurrence multiple-year funding through FY 2027-28. First 5 achieved full execution of a \$1 million Mental Health Services Act (MHSA) grant during the fiscal year, bolstering regional mental health support for young children and families.

In addition, First 5 continues execute the **Baby Bonus program**, a 4.5-year Guaranteed Basic Income (GBI) pilot project offer unconditional cash assistance of \$300 per month for 36 months to target eligible parents of newborns. The pilot project addresses severe regional economic insecurity in San Mateo County, where the high cost of living affects families; participating families receive care coordination and support accessing health and family resources through a Health Plan of San Mateo (HPSM) Community Health Worker. The pilot project emphasizes in Research & Evaluation to study which models best help families thrive. The Baby Bonus Project is fully supported and funded by philanthropic and public funding from partners including Health Plan of San Mateo (HPSM), San Mateo County Health and Family Services, San Mateo County (Measure K), Peninsula Healthcare District, Sequoia Healthcare District, Silicon Valley Community Foundation (CZI), Sobrato Family Foundation, and Jackie Speier Foundation.

Service Delivery & Community Challenges

Service Delivery Models

First 5 San Mateo County and its funded partners continue to evaluate and optimize service delivery models. While virtual platforms remain effective, Grantees and Community-Based Organizations (CBOs) are gradually shifting from hybrid approaches as community demand for in-person services continues to increase.

Workforce and Economic Challenges

Grantees, Community-Based Organizations (CBOs), and local families continue to face post-pandemic recovery challenges and economic pressures, including:

- ✓ **Workforce Capacity & Retention:** High cost of living in San Mateo County has severely impacted staffing across both low-wage and professional sectors supporting early childhood.
- ✓ **Staff Burnout:** Insights from the TRISI initiative and partner feedback confirm that service providers remain overworked and stressed.
- ✓ **Rising Mental Health Needs:** Increasing demand from parents and providers for early childhood mental health services highlights the urgent need for a robust, sustainable local workforce.

Budget Performance & Financial Summary

Attachment 3

Overall, the agency executed approximately **75% of its Total Appropriation Budget**. Considering the complex post-pandemic recovery environment, evolving policy landscapes, and the simultaneous execution of a three-tiered budget—encompassing Phase One of SPIP FY 2025–28, Other Grant administration, and the multi-year Baby Bonus Project—attaining a 75% execution rate represents a major accomplishment.

FY 2025-26 BUDGET CLOSE-OUT as of June 30, 2026 SUMMARY

	FY25-26 Revised Budget	FY25-26 Budget Close Out	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (\$)	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (%)	Notes of FY 2025-26 Budget Close Out
Beginning Fund Balance (Beginning Reserves*)	13,395,495	13,395,495	0	100%	
Total Revenues	7,557,253	7,329,811	(227,442)	97%	Overall Total Revenue performance —reaching 97% of total planned budget —was primarily driven by higher Interest earnings and increased Tobacco Tax disbursements, which were partially offset by a slower pace of parent enrollment in the Baby Bonus Program.
Total Available Fund (Total Sources*)	20,952,748	20,725,306	(227,442)	99%	Ditto
Total Appropriations (Net Appropriations*)	8,493,454	6,330,579	(2,162,875)	75%	Total Appropriations achieved a 75% budget execution rate . This performance was primarily driven by the full execution of a \$1M MHSA grant used as braided funding across SPIP community investment contracts. These gains were partially offset by slower initial SPIP program execution at the start of the new funding cycle—as spending was prioritized to exhaust the one-year MHSA grant—alongside lower execution in the Baby Bonus Program and savings from vacant positions.
Ending Fund Balance (Ending Reserves*)	12,459,294	14,394,727	1,935,433	116%	The 116% Ending Fund Balance was primarily driven by higher Interest Revenue and increased Tobacco Tax disbursements, alongside the full execution of a \$1M MHSA grant utilized as leveraged funding across 14 SPIP community investment contracts. These positive factors were partially offset by a slower SPIP rollout at the start of the new funding cycle (prioritizing the spend-down of the one-year MHSA grant), lower execution in the Baby Bonus Program, and savings from vacant positions.
Total Requirements*(Net Appropriations*+Ending Reserves*)	20,952,748	20,725,306	(227,442)	99%	Ditto

Attachment 3

Surplus / (Deficit) (Total Revenues – Net Appropriations*)	(936,201)	999,232	1,935,433	-107%	Budget Close-Out: The \$999K surplus was primarily driven by higher Interest earnings and Tobacco Tax disbursements, combined with underspending in the SPIP and Baby Bonus programs, alongside cost savings from unfilled vacant positions.
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FY 2025-26 BUDGET CLOSE-OUT as of June 30, 2026 HIGHLIGHTS

The FY 2025-26 Budget Close-Out as of June 30, 2026 is presented in detail in **Attachment 3A, 3B, and 3C** with key highlights presented in the table below:

REVENUE

- **Interest Revenue:** Generated **\$723K**, achieving an 80% positive variance (**\$321K** above the planned budget) driven by higher interest-earning rates within the County investment pool.
- **Tobacco Tax Revenue:** Generated **\$3.651M**, representing a 7% positive variance (**\$239K** above the planned budget) driven by higher-than-projected revenue disbursements compared to the most recent five-year Tobacco Tax Revenue projection.
- **Other Grant Revenues (Non-Baby Bonus):** Totalling **\$2.125M**, this category experienced a 14% negative variance (**\$344K** below budget) as the agency fully executed the **\$1M** MHSA grant ahead of its June 30, 2026 expiration, alongside two new Other Grants executed for only three quarters.
- **Other Grant Revenue (Baby Bonus Program):** Totalling **\$929K**, this category experienced a 35% negative variance (**\$443K** below the planned budget) due to parent enrollment progressing at a slower pace than anticipated.
- **Total Actual Revenue:** Reached **\$7.330M**, coming in roughly 3% (**\$226K** below the planned budget). This variance reflects the net effect of stronger Interest and Tobacco Tax revenues partially offsetting slower execution in the Baby Bonus program.

EXPENDITURES

- **Program Expenditures:** Totalling **\$5.541M**, this category achieved a 72% budget execution (\$2.111M underspend). This was primarily driven by the full execution of a \$1M MHSA grant paired with six Other Grants—*Impact Legacy, Impact Hub, Integrated System for Children with Special Needs, Trauma-Informed System Initiatives, Children and Youth Behavioral Health Initiatives, and Help Me Grow Call Centers*—utilized as **braided funding across 14 SPIP community investment contracts**. These gains were partially offset by a slower initial SPIP rollout as spending focused on the one-year MHSA grant, slower SPIP program execution as the new funding cycle began (SPIP spending is anticipated to increase in subsequent fiscal years leading up to the MHSA grant expiration on June 30, 2026), and slower Baby Bonus program execution, and vacancy savings.
 - ✓ **SPIP FY 2025–28: \$1.181M** (64% budget execution or \$661K underspend), as (a) spending was prioritized on the one-year MHSA grant, (b) alongside a three-quarter execution window for two key legacy programs with amendments through October 31, 2025, and (c) an initial slower program execution as the new funding cycle began. SPIP spending is anticipated to increase in subsequent fiscal years leading up to the MHSA grant expiration on June 30, 2026.
 - ✓ **SPIP FY 2023–25: \$583K** (73% budget execution or \$216K underspend). These funds supported two key legacy programs through their final phases of execution (amendments

ending October 31, 2025) while facilitating planning and contracting for emergent project investments in coordination with 3-year funding cycle SPIP FY 2025–28.

- ✓ **Other Grants (Non-Baby Bonus): \$1.827M** (78% of budget execution or \$521K underspend). This was primarily driven by the full execution of a \$1M MHSA grant paired with six Other Grants—*Impact Legacy, Impact Hub, Integrated System for Children with Special Needs, Trauma-Informed System Initiatives, Children and Youth Behavioral Health Initiatives, and Help Me Grow Call Centers*—utilized as **braided funding across 14 SPIP community investment contracts**, alongside with two out of seven new grants billing for only three quarters as new grant funding award began.
- ✓ **Other Grants (Baby Bonus Program): \$828K** (65% of budget execution or \$443K underspend) due to a slower-than-projected parent enrollment pace.
- ✓ **Program Operations: \$1.121M** (81% budget execution or \$269K underspend) as savings from various operation budget lines as staff working hybrid format and from vacant position.
- **Administrative Expenditures:** Totaling **\$789K**, this category achieved **94% budget execution** (\$52K underspend) primarily driven by underspending across various Service and Supplies budget areas due to staff operating in a hybrid work format, alongside partial savings from vacant positions.
- **Total Expenditures of \$6.330 M** achieved a **75% budget execution rate** (\$2.163 M underspend). This performance was primarily driven by the full execution of a \$1M MHSA grant used as braided funding across 14 SPIP community investment contracts. These gains were partially offset by a slower initial SPIP rollout as spending focused on the one-year MHSA grant, slower SPIP program execution as the new funding cycle began (SPIP spending is anticipated to increase in subsequent fiscal years leading up to the MHSA grant expiration on June 30, 2026), and slower Baby Bonus program execution, and vacancy savings.

ENDING FUND BALANCE

- **FY 2025-26 Budget Closeout Ending Fund Balance of \$14.394 M** represents **16% positive variance** or \$1.936 M higher than the Revised Budget and a **Budget Close Out Surplus of \$999K**.

Key Drivers: The **16% higher Ending Fund Balance** was primarily driven by higher Interest Revenue and increased Tobacco Tax disbursements, alongside the full execution of a \$1M MHSA grant utilized as braided funding across SPIP community investment contracts. These positive factors were partially offset by a slower SPIP rollout at the start of the new funding cycle (prioritizing the spend-down of the one-year MHSA grant), lower execution in the Baby Bonus Program, and savings from vacant positions.

FISCAL IMPACT

- Admin Cost rate of 12% is within the Commission’s approved Admin Cost Rate Policy of 15%.

ACTION REQUESTED

Review and Recommend Approval of F5SMC FY 2025-26 Budget Close-Out as of June 30, 2026.

FIRST 5 SAN MATEO COUNTY

FY 2025-26 BUDGET CLOSE OUT SUMMARY

	FY25-26 Revised Budget	FY25-26 Budget Close Out	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (\$)	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (%)
BEGINNING FUND BALANCE (Beginning Reserves*)	13,395,495	13,395,495	0	100%
A. Interest Revenue	401,865	723,303	321,438	180%
B. Tobacco Tax Revenue	3,412,446	3,651,309	238,863	107%
Tobacco Tax Revenue Fiscal Year Allocations	3,412,446	3,651,309	238,863	107%
C1. Other Grant Revenues - Non Baby Bonus Program	2,469,597	2,125,171	(344,426)	86%
C2. Other Grant Revenues- Baby Bonus Program	1,272,273	828,956	(443,317)	65%
TOTAL REVENUES	7,557,253	7,329,811	(227,442)	97%
TOTAL AVAILABLE FUND (Total Sources*)	20,952,748	20,725,306	(227,442)	99%
PROGRAM APPROPRIATIONS				
D1. Strategic Plan Investment - SPIP FY 25-28	1,841,968	1,181,025	(660,942)	64%
Resilient Family	366,786	176,414	(190,372)	48%
Healthy Children	858,081	438,508	(419,573)	51%
Quality Care and Education	267,000	192,407	(74,593)	72%
Grant Management and Other Evaluation Projects	90,101	130,400	40,299	145%
Policy Advocacy, Communications & Systems Change	260,000	243,297	(16,703)	94%
D2. Strategic Plan Investment - SPIP FY 23-25 Carry Over	800,000	583,947	(216,053)	73%
Community Investments (RF, HC, QC & E)	635,080	532,612	(102,468)	84%
Evaluation	58,544	13,500	(45,044)	23%
Policy Advocacy, Communications & Systems Change	106,376	37,835	(68,541)	36%
E1. Other Grant Appropriations - Non Baby Bonus Program	2,347,710	1,826,811	(520,899)	78%
E2. Other Grant Appropriations - Baby Bonus Program	1,272,273	828,856	(443,417)	65%
F. Program Operations	1,390,226	1,120,737	(269,489)	81%
Program Shared Operating Budget	210,050	172,438	(37,612)	82%
Program Staff S&B & Shared Admin Staff Time	966,830	740,740	(226,090)	77%
Evaluation Staff S&B	213,346	207,559	(5,787)	97%
Total Program Appropriations (D1+D2+D3+E1+E2+F)	7,652,177	5,541,377	(2,110,800)	72%
ADMIN APPROPRIATIONS				
G. Admin Shared Operating Budget	210,050	172,438	(37,612)	82%
H. Admin Staff S&B	631,226	616,764	(14,462)	98%
Total Admin Appropriations (G+H)	841,276	789,202	(52,074)	94%
TOTAL APPROPRIATIONS (Net Appropriations*)	8,493,454	6,330,579	(2,162,875)	75%
Surplus / (Deficit) (Total Revenues - Total Appropriations)	-936,201	999,232	1,935,433	-107%
ENDING FUND BALANCE	12,459,294	14,394,727	1,935,433	116%
Total S&B	1,811,402	1,565,063	(246,339)	86%

Schedule 1- FY 2025-26 OPERATING BUDGET CLOSE OUT

Attachment 3B

	ORG / ACCT#	FY25-26 Revised Budget	FY25-26 Budget Close Out	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (\$)	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (%)	Notes to FY2025-26 Budget Close Out
I. Services and Supplies						
Outside Printing & Copy Svc	19510-5191	1,000	0	(1,000)	0%	Placeholder for strategic plan printing costs.
General Office Supplies	19510-5193	7,000	2,974	(4,026)	42%	
Photocopy Lease & Usage	19510-5196	3,500	1,122	(2,378)	32%	
Direct Communication Expenses	19510-5132	1,671	1,003	(668)	60%	
Computer Supplies	19510-5211	10,000	3,902	(6,098)	39%	New laptop replacements. Placeholder for emerging IT equipment needs.
Software License /Maintenance Expenses	19510-5215	1,090	16	(1,074)	2%	Slit to ISD account 6752 with budget of \$6,782.
County Memberships - (e.g. F5 Assn Dues)	19510-5331	33,200	32,708	(492)	99%	
Auto Allowance	19510-5712	11,000	10,884	(116)	99%	
Meetings & Conference Expense	19510-5721	8,000	1,889	(6,111)	24%	combined accounts 5713, 5714, 5717
Commissioners Meetings & Conference Exp	19510-5723	5,000	1,589	(3,411)	32%	
Other Business Travel Expense	19510-5724	8,000	4,121	(3,879)	52%	combined accounts 5722, 5724
Dept. Employee Training Expense	19510-5731	5,327	748	(4,579)	14%	
Wellness grant	19510-5856	1,072	222	(850)	21%	
Other Professional Services	19510-5858	27,428	5,776	(21,652)	21%	County Controller Office Service agreements
Sub Total - Services & Supplies		123,288	66,954	(56,334)	54%	Underspend in various operation budget lines.
II. Other Charges						
Telephone Service Charges	19510-6712	434	547	113	126%	Increase in county service charges
Automation Services - ISD	19510-6713	36,664	36,143	(521)	99%	Slit to ISD accounts 6752,6754,6758,6763,6770
Annual Facilities Lease	19510-6716	80,000	84,433	4,433	106%	Paid 2 rent operations surcharges of 2024 & 2025 prior to second Lease Amendment.
General Liability Insurance	19510-6725	22,059	22,059	0	100%	
Official Bond Insurance	19510-6727	298	298	(0)	100%	
Human Resources Services	19510-6733	264	264	(0)	100%	
Countywide Security Services	19510-6738	756	756	0	100%	
All Other Service Charges	19510-6739	60,210	36,800	(23,410)	61%	
Card Key Services	19510-6751	962	962	0	100%	
ISD Prvd Software Lic/Maint	19510-6752	6,789	8,447	1,658	124%	Slit to account 5215 and account 6752.
Data Backup & Recovery Subsc	19510-6754	946	889	(57)	94%	
Desktop Support Subscription	19510-6758	8,150	7,739	(411)	95%	
Virtual Private Network Subs	19510-6763	332	114	(218)	34%	
Virtual Server Subscription	19510-6770	3,948	2,666	(1,282)	68%	combined accounts 6770 & 6771
A-87 Expense	19510-6821	75,000	75,803	803	101%	
Sub Total - Other Charges		296,812	277,922	(18,890)	94%	
Total Operating Budget		420,100	344,876	(75,224)	82%	Positive variances associated with underspending across Services and Supplies budget lines.
Program Shared Operating Budget		210,050	172,438	(37,612)	82%	Allocation rate 50% to Program
Admin Shared Operating Budget		210,050	172,438	(37,612)	82%	Allocation rate 50% to Admin

Schedule 2 - FY 2025-26 SALARIES & BENEFITS BUDGET CLOSE OUT

Attachment 3B

Program Staff & Shared Admin Staff	966,830	740,740	(226,090)	77%	27% Admin staff time allocated to Program; Saving from unfilled vacant position.
Evaluation Staff	213,346	207,559	(5,787)	97%	
Admin Staff	631,226	616,764	(14,462)	98%	
F5SMC Salaries and Benefits	\$ 1,811,402	\$ 1,565,063	\$ (246,339)	86%	Saving from unfilled vacant position.
Baby Bonus Dividend Program - WOC	\$ 182,700	\$ 183,017		100%	

Color Coding

Shared Budget/Shared Cost
Revenue ; Fund Balance
Appropriations
Salaries & Benefits

FIRST 5 SAN MATEO COUNTY

FY 2025-26 BUDGET CLOSE OUT DETAILS

	ORG/ACCT#	FY25-26 Revised Budget	FY25-26 Budget Close Out	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (\$)	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (%)	Notes to FY2025-26 Budget Close Out
BEGINNING FUND BALANCE (Beginning Reserves*)		13,395,495	13,395,495	0	100%	Adjusted to Ending Fund Balance of F5SMC Audit Report for the year ending 6.30.2025, page 39
A. Interest Revenue	19510-1521	401,865	723,303	321,438	180%	Higher interest earning rate in county investment pool.
B. Tobacco Tax Revenue		3,412,446	3,651,309	238,863	107%	
Tobacco Tax Revenue Fiscal Year Allocations	19510-1861	3,412,446	3,651,309	238,863	107%	Higher-than-projected revenue disbursements compared to the most recent five-year Tobacco Tax Revenue projection.
C1. Other Grant Revenues - Non Baby Bonus Program		2,469,597	2,125,171	(344,426)	86%	agency fully executed the \$1M MHSA grant ahead of its June 30, 2026 expiration, alongside with two new Other Grants executed for only three quarters.
F5 San Benito IMPACT LEGACY Grant FY25-26	19510-2643	324,605	323,613	(992)	100%	
F5 San Benito IMPACT HUB TA FY25-26	19510-2643	48,206	48,206	0	100%	
County of San Mateo BHRS - Mental Health Services MHSA #4 FY25-26	19510-2643	900,000	992,862	92,862	110%	The \$1 million MHSA grant has been fully executed and is set to expire on June 30, 2026.
Peninsula Healthcare District - Help Me Grow SMC CY2025	19510-2643	60,000	60,000	0	100%	
Sequoia Healthcare District - Special Needs Grant FY25-28	19510-2643	373,400	230,420	(142,980)	62%	
Sequoia Healthcare District - Mental Health Grant FY25-28	19510-2643	315,900	172,561	(143,339)	55%	
Children and Youth Behavior Health Initiatives - Round 2	19510-2643	447,486	297,509	(149,977)	66%	
C2. Other Grant - Baby Bonus Program		1,272,273	828,956	(443,317)	65%	Underspending as parent enrollment is progressing at a slower pace than anticipated.
SMC Health, Family Health Services - Baby Bonus Dividend Program**	19510-2647	182,700	183,017	317	100%	WOC Community Health Planner
Health Plan of San Mateo - Baby Bonus Program	19510-2647	202,033		(202,033)	0%	
County CEO - Measure K - Baby Bonus Program	19510-2647	134,340	292,080	157,740	217%	
County CEO - Measure K - Baby Bonus Program	19510-2647		13,950	13,950		
Silicon Valley Community F. - CZI - Baby Bonus Program	19510-2647	320,200	302,454	(17,746)	94%	
Sobrato Family Foundation - Baby Bonus Program	19510-2647	140,000		(140,000)	0%	
Jackie Speier Foundation - Baby Bonus Program	19510-2647			0		New grant award. Received \$350K grant funding.
Sequoia Healthcare District - Baby Bonus Program	19510-2647	243,000	37,355	(205,645)	15%	New grant award. Received \$243K grant funding.
Peninsula Healthcare District - Baby Bonus Program	19510-2647	50,000		(50,000)	0%	New grant award. Received \$250K grant funding.
Survey Incentive - Baby Bonus Program	19510-2647		100	100		
Other Revenue - Wellness Dividend Grant	19510-2101		1,072	1,072		
TOTAL REVENUES		7,556,181	7,329,811	(226,370)	97%	Overall Total Revenue performance—reaching 97% of total planned budget—was primarily driven by higher Interest earnings and increased Tobacco Tax disbursements, which were partially offset by a slower pace of parent enrollment in the Baby Bonus Program.
TOTAL AVAILABLE FUNDS (TOTAL SOURCES*)		20,951,676	20,725,306	(226,370)	99%	
APPROPRIATIONS						
PROGRAM APPROPRIATIONS						
D1. Strategic Plan Investment - SPIP FY 25-28 - Primary Domains		1,841,968	1,181,025	(660,942)	64%	This category is 64% budget execution as spending was prioritized on the one-year MHSA grant, alongside a three-quarter execution window for two key legacy programs with amendments through October 31, 2025 and an initial slower program execution as the new funding cycle began. SPIP spending is anticipated to increase in subsequent fiscal years leading up to the MHSA grant expiration on June 30, 2026.
Resilient Family	19540-6125	366,786	176,414	(190,372)	48%	
Healthy Children	19540-6156	858,081	438,508	(419,573)	51%	
Quality Care and Education	19540-6263	267,000	192,407	(74,593)	72%	

	ORG/ACCT#	FY25-26 Revised Budget	FY25-26 Budget Close Out	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (\$)	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (%)	Notes to FY2025-26 Budget Close Out
Grant Management and Other Evaluation Projects	19540-6265	90,101	130,400	40,299	145%	
Policy Advocacy, Communications & Systems Change	19540-6814	260,000	243,297	(16,703)	94%	
D2. Strategic Plan Investment - SPIP FY 23-25 Carry Over		800,000	583,947	(216,053)	73%	These funds supported two key legacy programs through their final phases of execution (amendments ending October 31, 2025) while facilitating planning and contracting for emergent project investments in coordination with 3-year funding cycle SPIP FY 2025–28.
Healthy Children	19540-6156	188,456	144,043	(44,413)	76%	These agreements / amendments ended 10.31.2025
Quality Care and Education	19540-6263	346,624	346,624	0	100%	These agreements / amendments ended 10.31.2025
Grant Management and Other Evaluation Projects	19540-6265	33,544	41,945	8,401	125%	These agreements / amendments ended 10.31.2025
Healthy Children	19540-6156	100,000		(100,000)	0%	
Resilient Family	19540-6125		13,500	13,500		
Grant Management and Other Evaluation Projects	19540-6265	25,000		(25,000)	0%	
Policy Advocacy, Communications & Systems Change	19540-6814	100,000	33,335	(66,665)	33%	
Emerging Projects	19540-6814	6,376	4,500	(1,876)	71%	
E1. Other Grant Appropriations - Non Baby Bonus Program		2,347,710	1,826,811	(520,899)	78%	Other Grants (Non Baby Bonus program) achieved 78% budget execution. This performance was primarily driven by the full execution of a \$1M MHSA grant paired with six Other Grants— <i>Impact Legacy, Impact Hub, Integrated System for Children with Special Needs, Trauma-Informed System Initiatives, Children and Youth Behavioral Health Initiatives, and Help Me Grow Call Centers</i> —utilized as braided funding across 14 SPIP community investment contracts alongside with two out of seven new grants billing for only three quarters as new grant funding award began.
F5 San Benito IMPACT LEGACY Grant FY25-26	19540-6126	261,605	260,742	(862)	100%	
F5 San Benito IMPACT HUB TA FY23-25	19540-6126	48,206	48,206	0	100%	
County of San Mateo BHRS - Mental Health Services MHSA #4 FY25-26	19540-6141	900,000	857,026	(42,974)	95%	The \$1 million MHSA grant has been fully executed and is set to expire on June 30, 2026.
Sequoia Healthcare District - Special Needs FY25-28	19540-6131	336,600	212,020	(124,580)	63%	
Sequoia Healthcare District - Mental Health Grant FY25-28	19540-6131	298,300	154,970	(143,330)	52%	
Peninsula Healthcare District - Help Me Grow SMC CY2025	19540-6161	53,000	52,096	(904)	98%	
Children and Youth Behavior Health Initiatives - Round 2	19540-6161	450,000	241,751	(208,249)	54%	Grant no-cost extension through 6.30.2027
E2. Other Grant Appropriations - Baby Bonus Program		1,272,273	828,856	(443,417)	65%	Underspending as parent enrollment is progressing at a slower pace than anticipated.
SMC Health, Family Health Services - Baby Bonus Dividend Program**	Salaries & Benefits	182,700	183,017	317	100%	Community Health Planner - WOC position
Health Plan of San Mateo - Baby Bonus Program	6135 / 6264 / 6266	202,033	0	(202,033)	0%	
County CEO - Measure K - Baby Bonus Program	6135 / 6264 / 6266	134,340	292,080	157,740	217%	
County CEO - Measure K - Baby Bonus Program	6135 / 6264 / 6266		13,950	13,950		
Silicon Valley Community F. - CZI - Baby Bonus Program	6135 / 6264 / 6266	320,200	302,454	(17,746)	94%	
Sobrato Family Foundation - Baby Bonus Program	6135 / 6264 / 6266	140,000		(140,000)	0%	
Jackie Speier Foundation - Baby Bonus Program	6135 / 6264 / 6266			0		
Sequoia HealthCare District - Baby Bonus Program	6135 / 6264 / 6266	243,000	37,355	(205,645)	15%	
Peninsula Healthcare District - Baby Bonus Program	6135 / 6264 / 6266	50,000		(50,000)	0%	
F. Program Operations		1,390,226	1,120,737	(269,489)	81%	Program Operations delivered 81% budget execution as the result of savings from various operation budget lines as staff working hybrid format and from vacant position.
Program Shared Operating Budget		210,050	172,438	(37,612)	82%	
Program Staff S&B & Shared Admin Staff Time		966,830	740,740	(226,090)	77%	Excluding WOC - Community Health Planner position for the Baby Bonus Program
Evaluation Staff S&B		213,346	207,559	(5,787)	97%	
Total Program Appropriations (D1+D2+D3+E1+E2+F)		7,652,177	5,541,377	(2,110,800)	72%	Total Program Appropriations achieved a 72% budget execution. This was primarily driven by the full execution of a \$1M MHSA grant paired with six Other Grants— <i>Impact Legacy, Impact Hub, Integrated System for Children with Special Needs, Trauma-Informed System Initiatives, Children and Youth Behavioral Health Initiatives, and Help Me Grow Call Centers</i> —utilized as braided funding across 14 SPIP community investment contracts. These gains were partially offset by a slower initial SPIP rollout as spending focused on the one-year MHSA grant, slower SPIP program execution as the new funding cycle began (SPIP spending is anticipated to increase in subsequent fiscal years leading up to the MHSA grant expiration on June 30, 2026), and slower Baby Bonus program execution, and vacancy savings.
ADMIN APPROPRIATIONS						
G. Admin Shared Operating Budget		210,050	172,438	(37,612)	82%	

	ORG/ACCT#	FY25-26 Revised Budget	FY25-26 Budget Close Out	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (\$)	FY25-26 Budget Close Out (+/-) vs. FY25-26 Revised Budget (%)	Notes to FY2025-26 Budget Close Out
H. Admin Staff S&B		631,226	616,764	(14,462)	98%	
Total Administrative Appropriations		841,276	789,202	(52,074)	94%	Admin Appropriations achieved 94% budget execution. This was primarily driven by underspending across various Service and Supplies budget areas due to staff operating in a hybrid work format, alongside partial savings from vacant positions.
Administrative Cost Rate %		10%	12%			
TOTAL APPROPRIATIONS (NET APPROPRIATIONS*)		8,493,454	6,330,579	(2,162,875)	75%	Total Appropriations achieved a 75% budget execution rate. This performance was primarily driven by the full execution of a \$1M MHSA grant used as braided funding across 14 SPIP community investment contracts. These gains were partially offset by a slower initial SPIP rollout as spending focused on the one-year MHSA grant, slower SPIP program execution as the new funding cycle began (SPIP spending is anticipated to increase in subsequent fiscal years leading up to the MHSA grant expiration on June 30, 2026), and slower Baby Bonus program execution, and vacancy savings.
ENDING FUND BALANCE (ENDING RESERVES*)		12,459,294	14,394,727	1,936,505	116%	Budget Close Out Surplus of \$999K. The 16% higher Ending Fund Balance was primarily driven by higher Interest Revenue and increased Tobacco Tax disbursements, alongside the full execution of a \$1M MHSA grant utilized as braided funding across SPIP community investment contracts. These positive factors were partially offset by a slower SPIP rollout at the start of the new funding cycle (prioritizing the spend-down of the one-year MHSA grant), lower execution in the Baby Bonus Program, and savings from vacant positions.