

FY 2024 Budget Performance Review

045 Board of Architects, Landscape Architects & Registered Commercial Interior Designers

Lead Administrator: Leslie Hanska

Lead Financial Officer: Leslie Hanska

Agency Mission

The Board's mission is to protect the citizens of the State of Oklahoma by establishing standards for professional qualifications, ensuring competence through education, examinations and experience, along with setting practice standards, and enforcing the Architectural and Registered Interior Designers Act.

Division and Program Descriptions

Note: Please define any acronyms used in program descriptions.

1000010 General Operations

Administrative Services:

Admin Services include finance/budgeting, accounting, purchasing, technology management, records management; communications.

Licensing: License and monitor architects, landscape architects & registered interior designers to ensure that those who practice are qualified through training, education, and experience. License application processing for all individuals & firms, renewals, exam candidates and continuing education.

Board Relations/Outreach: Includes Board meetings, committee meetings, collaboration with collateral organizations, sponsoring continuing education, outreach to universities, Path to Licensure Scholarship program.

Enforcement: Enforcement of the State Architectural & Registered Interior Designers Act & Rules which includes investigations, formal hearing and collaboration with State Fire Marshal, OUBCC, AG, Board counsel.

FY'23 Budgeted Department Funding By Source

Dept. #	Department Name	Appropriations	Federal	Revolving	Local ¹	Other ²	Total
10	General Operations			\$808,155			\$808,155
88	Data Processing			\$91,621			\$91,621
Total		\$0	\$0	\$899,776	\$0	\$0	\$899,776

1. Please describe source of Local funding not included in other categories:

2. Please describe source(s) and % of total of "Other" funding if applicable for each department:

FY'22 Carryover by Funding Source

Class Fund #	Carryover Class Fund Name	Appropriations	Federal	Revolving	Local ¹	Other ²	Total
	N/A - Non Appropriated						\$0 \$0 \$0

1. Please describe source of Local funding not included in other categories:

2. Please describe source(s) and % of total of "Other" funding if applicable:

What changes did the agency make between FY'22 and FY'23?

1.) Are there any services no longer provided because of budget cuts? No

2.) What services are provided at a higher cost to the user? N/A

3.) What services are still provided but with a slower response rate? N/A

4.) Did the agency provide any pay raises that were not legislatively/statutorily required?

Yes; per OS 59 Section 46.7-13 - Board approved by vote taken September 1, 2021. Funds budgeted.

FY'24 Requested Funding By Department and Source

Dept. #	Department Name	Appropriations	Federal	Revolving	Other ¹	Total	% Change
10	General Operations	\$0	\$0	\$808,155	\$0	\$808,155	0.00%
88	Data Processing	\$0	\$0	\$91,621	\$0	\$91,621	0.00%
Total		\$0	\$0	\$899,776	\$0	\$899,776	0.00%

1. Please describe source(s) and % of total of "Other" funding for each department:

FY'24 Top Five Operational Appropriation Funding Requests

Request by Priority	Request Description	Appropriation Request Amount (\$)
Request 1:	N/A - Non-appropriated	
Request 2:		
Request 3:		
Request 4:		
Request 5:		

Top Five Request Subtotal:

Total Increase above FY-23 Budget (including all requests)

\$ 0

Difference between Top Five requests and total requests:

\$ 0

Does the agency have any costs associated with the Pathfinder retirement system and federal employees?

N/A - no federal employees

How would the agency be affected by receiving the same appropriation for FY '24 as was received in FY '23? (Flat/ 0% change)

N/A							
How would the agency handle a 2% appropriation reduction in FY '24?							
N/A							
Is the agency seeking any fee increases for FY '24?							
				Fee Increase Request (\$)	Statutory change required? (Yes/No)		
Increase 1	N/A						
Increase 2							
Increase 3							
What are the agency's top 2-3 capital or technology (one-time) requests, if applicable?							
Description of request in order of priority				Appropriated Amount (\$)	Submitted to LRCPC? (Yes/No)		
Priority 1	N/A						
Priority 2							
Priority 3							
Federal Funds							
CFDA	Federal Program Name	Agency Dept. #	FY 23 budgeted	FY 22	FY 21	FY 20	FY 19
		N/A					
Federal Government Impact							
1.) How much federal money received by the agency is tied to a mandate by the Federal Government?							
N/A							
2.) Are any of those funds inadequate to pay for the federal mandate?							
N/A							
3.) What would the consequences be of ending all of the federal funded programs for your agency?							
N/A							
4.) How will your agency be affected by federal budget cuts in the coming fiscal year?							
N/A							
5.) Has the agency requested any additional federal earmarks or increases?							
N/A							
FY'23 Budgeted FTE							
Division #	Division Name	Supervisors	Non-Supervisors	\$0 - \$35 K	\$35 K - \$70 K	\$70 K - \$100K	\$100K+
10	General Operations	1	3		2	1	1
Total		1	3	0	2	1	1
FTE History							
Division #	Division Name	2023 Budgeted	2022	2021	2019	2014	
10	General Operations	4.0	4.0	4.0	3.0	3.0	
Total		4.0	4.0	4.0	3.0	3.0	
Performance Measure Review							
Licensing		FY 22	FY 21	FY 20	FY 19	FY 18	
Active Licenses		3042	3077	2897	2920	2917	
Active Firm Licenses (CA/CT)		1054	1094	1029	920	918	
Renewals		162	3620	354	3881	617	
Initial License		98	110	47	50	82	
Reciprocal License		219	309	312	320	347	
Firm License (CA/CT)		137	147	126	129	134	
New Exam Candidates		90	56	43	59	58	
Active Testers		168	150	229	165	170	
Enforcement							
Complaints Received		23	14	38	8	16	
Complaints Closed		16	12	49	29	55	
Formal Hearing/Action/Warnings		12	6	0	6	5	
Revolving Funds (200 Series Funds)							
Please provide fund number, fund name, description, and revenue source		FY'20-22 Avg. Revenues	FY'20-22 Avg. Expenditures	June '22 Balance			
20000 - Architect Revolving Fund		\$765,614	\$637,713	\$954,055			
Revolving fund 20000 funds agency operation; licensing fees are the revenue source as a non-appropriated agency. These revolving funds are collected for the BIENNIAL RENEWAL PERIOD which covers two (2) fiscal years. Licenses renew on June 30th of every odd year. Even year receipts are always significantly lower than odd/renewal year receipts. However, because the June receipts are not transferred to fund until the following month, July, it appears in the General Ledger as even year revenues being higher than odd years. This is simply a timing difference between when the funds are deposited into the agency clearing account and when they are recorded as revenue and transferred to the revolving fund for operations.							

As reflected in PeopleSoft G/L	FY 2020	\$894,364	\$618,710	
As reflected in PeopleSoft G/L	FY 2021	\$487,978	\$643,273	
As reflected in PeopleSoft G/L	FY 2022	\$914,501	\$651,155	
	Totals	\$2,296,843	\$1,913,138	

FY 2023 Current Employee Telework Summary

List each agency location, then report the number of employees associated with that location in the teleworking categories indicated. Use "No specified location" to account for remote employees not associated with a site. Use actual current employees, not budgeted or actual FTE.