

FY 2026 Budget Performance Review
045 Board of Architects, Landscape Architects and Licensed Interior Designers

Version Original
Lead Administrator: Leslie Hanska

Date submitted

10/1/2024

Agency Mission

To service the State of Oklahoma by protecting and preserving the health safety and welfare of Oklahomans who live work and play in the built environment by ensuring professional competence through education examination experience and practice.

Division and Program Descriptions

Note: Please define any acronyms used in program descriptions.

Division or Program Number and Name

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

Licensing: License and monitor architects, landscape architects & licensed 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 & Licensed Interior Designers Act & Rules which includes investigations, formal hearing and collaboration with State Fire Marshal, OUBCC, AG, Board counsel.

FY'25 Budgeted Department Funding By Source

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:

Balances of Appropriated Funds from Prior Fiscal Years

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3-digit Class Fund #	Class Fund Name	GA Bill # and Section #	Fiscal Year of Original Appropriation	Original Appropriation Amount (\$)	Total Expended Amount as of 8/31/2024 (\$)	Balance as of 8/31/2024 (\$)
	N/A Non-appropriated					\$0 \$0 \$0 \$0 \$0
<i>Total remaining prior year appropriation balance:</i>						\$0

Report appropriations that have existing balances from all prior fiscal years at the 3-digit class fund number (i.e. 193, 194). Do not report carryover class funds separately. Include appropriations located in disbursing funds. Report PREP, but not ARPA/SRF, appropriations.

What changes did the agency make between FY'24 and FY'25?

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 O.S. 59 section 46.7-13 - Board approved staff pay raise by vote taken 9/06/2023.

Appropriation Increase Review

	Appropriation Increases (Additional to Agency Base Appropriation)			Expenditures	
	FY 2023	FY 2024	Total Amount Received FY 2023-2024	Total Expenditure of Increase as of 6/30/2024	If funds have not been spent, please explain why.
Appropriation Increase Purpose					
N/A Non-appropriated				\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	
<i>Total:</i>	\$0	\$0	\$0	\$0	

List appropriation increases that the agency has received in the prior two years. List amounts received in each year. Include PREP, but not ARPA/SRF, appropriations.

FY'26 Requested Funding By Department and Source

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

FY'26 Top Five Operational Appropriated Funding Increase Requests

Request by Priority	Request Description	Is this a Supplemental Request? (Yes/No)	Timeframe (One-Time or Recurring)	Appropriation Request Increase Amount (\$)
Request 1:	N/A Non-appropriated			
Request 2:				
Request 3:				
Request 4:				
Request 5:				
		</		

What are the agency's top 2-3 capital or technology (one-time) requests, if applicable?

Description of requested increase in order of priority	Needed State Funding for Project (\$)	Submitted to LRPC or OCAMP? (Yes/No)
Priority 1 N/A		
Priority 2		
Priority 3		

List any requests for new construction from the Legacy Capital Fund

Description of requested increase in order of priority	Needed State Funding for Project (\$)	Submitted to LRPCP? (Yes/No)
Priority 1 N/A Priority 2 Priority 3		

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 '26 as was received in FY '25? (Flat/ 0% change)

N/A

How would the agency handle a 2% appropriation reduction in FY '26?

N/A

Is the agency seeking any fee increases for FY '26?

Description of requested increase in order of priority	Fee Increase Request (\$)	Statutory change required? (Yes/No)
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Increase 1 N/A
 Increase 2
 Increase 3

Federal Funds						
CFDA	Federal Program Name	Agency Dept. #	FY 25 budget (\$)	FY 24 actuals (\$)	FY 23 actuals (\$)	FY 22 actuals (\$)
FY 24 budgeted FTE (#)						
	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 2025 Budgeted FTE

Division #	Division Name	Supervisors	Non-Supervisors	\$0 - \$35 K	\$35 K - \$70 K	\$70 K - \$100K	\$100K+
10	General Operations	1	3		1	2	1
Total		1	3	0	1	2	1

FTE History by Fiscal Year

Division #	Division Name	FY 2025 Budgeted	FY 2025 YTD	FY 2024	FY 2023	FY 2022	FY 2016
10	General Operations	4.0	4.0	4.0	4.0	4.0	3.0
Total		4.0	4.0	4.0	4.0	4.0	3.0

Performance Measure Review

	FY 2024	FY 2023	FY 2022	FY 2021	FY 2020
Licensing					
Active Licenses	3373	3,005	3,042	3,077	2,897

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Active Firm Licenses (CA)	1098	1,140	1054	1,094	1,029
Renewals (License and Firms)	130	3,839	162	3,620	354
Firm Licenses & Revisions (CA) Issued	143	144	137	147	126
Emeritus	194	176	157	130	130
Licenses Issued	274	194	244	186	218
Enforcement					
Compliants Received	45	14	23	14	38
Compliants Closed	38	11	16	12	49
Formal Hearings/Action/Warnings	22	8	12	6	0

Revolving Funds (200 Series Funds)

Fund: Fund Number, Fund Name	FY'22-24 Avg. Revenues	FY'22-24 Avg. Expenditures	June '24 Balance
<i>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.</i>	\$792,167	\$674,174	\$1,041,473

FY 2025 Current Employee Telework Summary

List each agency physical location (not division), 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 (headcount), not budgeted or actual FTE.

Full-time and Part-time Employees (#)