

Commonwealth of Pennsylvania

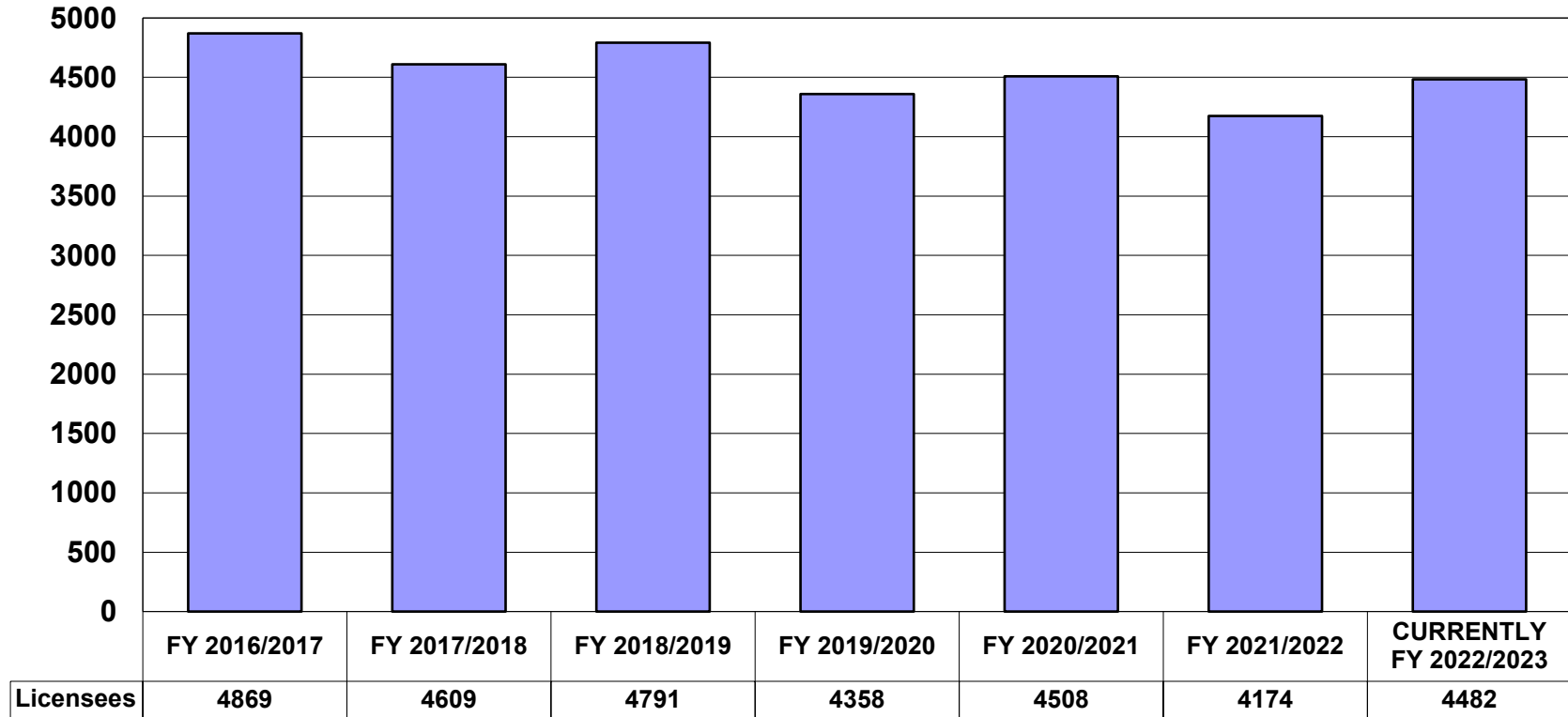


DEPARTMENT OF STATE

**STATE BOARD OF CERTIFIED
REAL ESTATE APPRAISERS**

**FY 2021-2022 EXPENDITURES
FY 2022-2023 BUDGET INFORMATION
FY 2023-2024 BUDGET PLANNING**

STATE BOARD OF CERTIFIED REAL ESTATE APPRAISERS RENEWABLE LICENSEE COUNTS



LICENSEES BY CLASS

	<u>FY 19-20</u>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>
Certified Residential Appraiser	1,688	1,722	1,617	1,683
Certified General Appraiser	1,354	1,412	1,324	1,412
Certified Pennsylvania Evaluator	559	576	534	582
Certified Broker/Appraiser	299	299	248	249
Appraisal Management Company	152	153	149	147
Licensed Appraiser Trainee	306	346	302	409
TOTAL	4,358	4,508	4,174	4,482

REVENUE BY SOURCE DEFINITIONS

Renewals: Revenue collected from license and certificate renewal fees during the renewal period.

Applications: Revenue collected for applications received from candidates for new licensure, certification or registration.

Letters of Good Standing/Certifications: Revenue collected for requests from licensees and certificate holders for Letters of Good Standing and Certifications. These letters and certifications are used by the licensees or certificate holders to send to other jurisdictions to verify that the holder of the license or certificate is in “good standing” with the Commonwealth of PA.

Act 48: Revenue collected from citations issued and civil penalties imposed by the Bureau of Enforcement and Investigation’s inspectors for non-compliance to standards found during routine inspections.

Civil Penalties: Revenue deposited as a result of penalties imposed for an offense that violates the Board or Commission’s licensing laws and/or regulations.

Licensee List: Revenue collected for licensee list requests from the public through the Bureau of Professional and Occupational Affairs. The information provided on these lists include name, address, license number, county, certification and expiration date.

Investigations: Revenue collected for the reimbursement of investigations.

DEPARTMENT OF STATE
 BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS
 STATE BOARD OF CERTIFIED REAL ESTATE APPRAISERS
 FY20-21 AND FY21-22 SOURCES OF REVENUE

<u>REVENUE BY SOURCE</u>	<u>FY20-21 ACTUAL</u>	<u>FY21-22 ACTUAL</u>	<u>BIENNIAL TOTAL</u>
Renewals	941,050.00	54,165.00	995,215.00
Applications	76,070.00	92,960.00	169,030.00
Letters of Good Standing/Certifications	730.00	765.00	1,495.00
Civil Penalties	26,450.00	39,600.00	66,050.00
Act 48	0.00	500.00	500.00
Investigations	14,000.00	9,127.75	23,127.75
Licensee List	<u>6,874.09</u>	<u>2,413.50</u>	<u>9,287.59</u>
TOTAL REVENUE	<u>1,065,174.09</u>	<u>199,531.25</u>	<u>1,264,705.34</u>

Renewal Fees: Renew June odd years - last fee increase 2003_(Board approved biennial renewal fee increase on 12/16/21 starting in FY24/25)
 Certified Residential Appraiser: \$225 biennially (FY24-25: \$261; FY26-27: \$303)
 Certified General Appraiser: \$225 biennially (FY24-25: \$261; FY26-27: \$303)
 Certified Pennsylvania Evaluator: \$225 biennially (FY24-25: \$261; FY26-27: \$303)
 Certified Broker/Appraiser: \$225 biennially (FY24-25: \$261; FY26-27: \$303)

COST CATEGORY DEFINITIONS

Board Administration: Timesheet based staff expenses (personnel, operating and fixed assets) for the Commissioner's Office, Operational Support Division, and Licensing Divisions in the Bureau of Professional and Occupational Affairs. Direct charges, such as printing and mailing costs for board and commission renewal notices, informational handouts, Acts, Rules and Regulations are included in this cost category. Operating and fixed asset expenses that are distributed based on their benefit to the board using licensee population, such as PALS, copy paper, staff augmentations for BPOA, Penn Center lobby security, and interagency billings (i.e., Civil Service Commission, Comptroller's Office, etc.).

Departmental Services: Timesheet based charges for support provided by the various support offices within the agency. These include the Executive Office, which consists of offices of the Secretary of the Commonwealth, the Executive Deputy Secretary, the Deputy Secretary of Regulatory Programs, Office of Policy, Office of Chief Counsel, Office of Communications and Press, and Office of Legislative Affairs. In addition, costs are included for Bureau of Finance and Operations and Human Resource/Information Technology Delivery Centers.

Legal Office: Timesheet based staff expenses (personnel, operating and fixed assets) for board counsel, board prosecutors, legal review of policy and regulatory matters, and support staff. Examples of direct charges are expert witness services and advertising costs of license suspensions, revocations or fines assessed.

Hearing Expenses: Timesheet based staff expenses (personnel, operating and fixed assets) for staff assigned to the Hearing Examiners' Office. There are also direct charges for hearing related expenses such as court reporting services.

Enforcement and Investigation: Timesheet based staff expenses (personnel, operating and fixed assets) are captured for headquarters and the four regional offices.

Board Member Expenses (direct charges): Board member per diem, conference registration fees, travel expenses and membership dues for national professional organizations.

DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

STATE BOARD OF CERTIFIED REAL ESTATE APPRAISERS

A	B	C	D	E
COST CATEGORY	FY 2020-2021 ACTUAL EXPENSES	FY 2021-2022 ACTUAL EXPENSES	FY 2022-2023 BUDGET	FY 2022-2023 EXPENSES AS OF 12/12/22
ADMINISTRATIVE COSTS:				
Board Administration	255,678.47	196,936.17	225,000.00	47,515.50
Departmental Services	21,189.40	19,990.00	21,000.00	5,083.75
Board Member Expenses	5,845.18	15,931.83	25,000.00	11,297.83
LEGAL COSTS:				
Legal Office				
Legal Administration	16,791.95	11,171.72	11,000.00	2,744.46
Prosecution	141,810.56	271,533.78	200,000.00	63,139.65
Counsel	81,667.46	81,371.25	115,000.00	34,791.61
Hearing Expenses	1,100.31	989.90	1,000.00	37.03
Enforcement and Investigation				
BEI Administration	10,834.86	13,264.35	5,000.00	718.49
Investigations	18,194.68	54,276.78	61,000.00	14,486.74
TOTAL BOARD COSTS:	553,112.87	665,465.78	664,000.00	179,815.06

FINANCIAL STATUS	ACTUAL	ACTUAL	BUDGET	PROPOSED	PROJECTED	PROJECTED
	FY 20-21	FY 21-22	FY 22-23	BUDGET	FY 24-25*	FY 25-26
BEGINNING BALANCE:	546,398.70	1,058,459.92	592,525.39	979,525.39	492,525.39	1,040,525.39
REVENUE:	1,065,174.09	199,531.25	1,051,000.00	198,000.00	1,232,000.00	228,000.00
TOTAL REVENUE:	1,611,572.79	1,257,991.17	1,643,525.39	1,177,525.39	1,724,525.39	1,268,525.39
EXPENSES/BUDGET:	553,112.87	665,465.78	664,000.00	685,000.00	684,000.00	706,000.00
REMAINING BALANCE:	1,058,459.92	592,525.39	979,525.39	492,525.39	1,040,525.39	562,525.39