

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
AGENCY PROGRAM COMMENTARY
2003 - 2005

The State Board of Registration for Foresters is empowered to register and regulate persons in Arkansas representing themselves as Foresters. The Board in carrying out these duties, sets the amount of application/registration fees, conducts written examinations, issues certificates of registration, provides continuing education symposiums, and receives and investigates complaints against Registered Foresters and makes finding thereon. The Board maintains an electronic database of currently licensed Registered Foresters.

Since the Board has no full time employees, the change Level request for additional Extra Help and Personal Services Matching reflects additional time needed to support these duties.

The Board sponsors symposiums planned to keep Registered Foresters professionally informed and sensitive to the needs of Arkansas citizens. The change level request moves appropriation from Conference Fees and Travel to Operating Expenses and provides for the ability to make lump sum payments for these group activities. The Board keeps these activities within financial limits of monies collected from registration and annual renewal fees.

AGENCY Board of Registration for Foresters	DIRECTOR  Robert J. McFarland	AGENCY PROGRAM COMMENTARY	PAGE 217
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DIVISION OF LEGISLATIVE AUDIT
AUDIT OF:
STATE BOARD OF REGISTRATION FOR FORESTERS
FOR THE YEAR ENDED JUNE 30, 2001

Findings

None

Recommendations

None

SA0723901

**CASH FUND BALANCE DESCRIPTION
AS OF JUNE 30, 2002**

AGENCY: 0239 - Board of Registration for Foresters

ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
Cash 3150000	\$ 28,568.35	Checking	Bank of America	A.C.A. 17-31-208 authorizes the disposition of funds.
				STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES: A.C.A. 17-31-105, 303, 304, 307 provide for the collection of fees, fines, and penalties.
				REVENUE RECEIPTS CYCLE: Renewal fees are collected annually, exam fees are collected in May and December. Other fees, fines, and penalties are collected through the year.
				FUND BALANCE UTILIZATION: A.C.A. 17-31-208 (d) authorizes the Board to use a fund balance for future year expenditures.
ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
				STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES:
				REVENUE RECEIPTS CYCLE:
				FUND BALANCE UTILIZATION:

**ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
STATE AGENCY PUBLICATIONS**

**Fiscal Year 2002-2003
Required by: A.C.A. 25-1-204**

AGENCY: Board of Registration for Foresters

NAME OF PUBLICATION	STATUTORY AUTHORIZATION	PUBLICATION REQUIRED FOR GOVERNOR AND/OR GENERAL ASSEMBLY ONLY	NUMBER OF COPIES PUBLISHED	REASON(S) FOR CONTINUED PUBLICATION AND DISTRIBUTION
Roster of Registered Foresters	A.C.A. 17-31-207		750	A.C.A. 17-31-207 Requires that a roster of Registered Foresters be published in the month of April each year.
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ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
ANALYSIS OF BUDGET REQUEST
2003 – 2005

The Board of Registration for Foresters was created by Act 535 of 1969 and regulates the 315 foresters registered in Arkansas. The Board is a cash agency funded by the receipt of application and renewal fees charged pursuant to Arkansas Code Annotated §17-31-303. The FY03 budgeted amount of \$12,485 consists of Salary and Personal Services Matching for one Extra Help position, Operating Expenses and Conference Fees & Travel. The Board operates in office space provided by the Arkansas Forestry Commission. The Agency Request for Base Level totals \$12,489 each year of the biennium.

Change Level requests of the Board total \$7,537 and reflect an increase in Extra Help Salaries of \$6,000 each year and Personal Services Matching of \$463 each year. Additional appropriation is requested for extra help due to workload increase requiring applicant testing for initial certification and monitoring of continuing education requirements. A net increase in maintenance and operations, \$1,074, is due to increasing costs of maintaining client services and an annual symposium.

The Executive Recommendation provides for Agency Request. Expenditure of appropriation is contingent upon available funding.

AGENCY	APPROPRIATION	CASH FUND	ANALYSIS OF	PAGE
Name: State Board of Registration for Foresters Code: 239	Name: Cash Operations Code: A29	Name: Foresters Registration Board - Cash Code: 315	BUDGET REQUEST	221

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name STATE BOARD OF REGISTRATION FOR FORESTERS
 Agency Code 239
 Appropriation Name Foresters Operations - Cash
 Appropriation Code A29
 Fund Name Foresters Registration Board-Cash
 Fund Code 315

Character		Expenditures				
		2001-02	2002-03		2002-03	
Name	Code	Actual	Budget	Pos.	Authorized	Pos.
Extra Help	5010001	0	6,000	1	6,000	1
Personal Serv Match	5010003	0	459	0	459	0
Operating Expenses	5020002	0	4,012	0	4,012	0
Travel-Conferences	5050009	0	2,014	0	2,014	0
Grand Total		0	12,485	1	12,485	1

Funding Sources						
Name	Code					
Fund Balance	4000005	10,566	28,568	*****	*****	*****
Cash Funds	4000045	18,002	20,000	*****	*****	*****
Total Funding		28,568	48,568	*****	*****	*****
Excess Appro/(Funding)		(28,568)	(36,083)	*****	*****	*****
Grand Total		0	12,485	*****	*****	*****

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Agency Name STATE BOARD OF REGISTRATION FOR FORESTERS
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Character		Agency Request											
		2003-04						2004-05					
Name	Code	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Extra Help	5010001	6,000	1	6,000	0	12,000	1	6,000	1	6,000	0	12,000	1
Personal Serv Match	5010003	463	0	463	0	926	0	463	0	463	0	926	0
Operating Expenses	5020002	4,012	0	3,088	0	7,100	0	4,012	0	3,088	0	7,100	0
Travel-Conferences	5050009	2,014	0	(2,014)	0	0	0	2,014	0	(2,014)	0	0	0
Grand Total		12,489	1	7,537	0	20,026	1	12,489	1	7,537	0	20,026	1

Funding Sources													
Name	Code	2003-04		2004-05		2003-04		2004-05		2003-04		2004-05	
Fund Balance	4000005	36,083	*****	0	*****	36,083	*****	36,057	*****	0	*****	36,057	*****
Cash Funds	4000045	12,463	*****	7,537	*****	20,000	*****	12,463	*****	7,537	*****	20,000	*****
Total Funding		48,546	*****	7,537	*****	56,083	*****	48,520	*****	7,537	*****	56,057	*****
Excess Appro/(Funding)		(36,057)	*****	0	*****	(36,057)	*****	(36,031)	*****	0	*****	(36,031)	*****
Grand Total		12,489	*****	7,537	*****	20,026	*****	12,489	*****	7,537	*****	20,026	*****

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Biennial Appropriation Summary

Agency Name STATE BOARD OF REGISTRATION FOR FORESTERS
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Character		Recommendations							
		Executive				Legislative			
		Name	Code	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.
Extra Help	5010001	12,000	1	12,000	1	0	0	0	0
Personal Serv Match	5010003	926	0	926	0	0	0	0	0
Operating Expenses	5020002	7,100	0	7,100	0	0	0	0	0
Travel-Conferences	5050009	0	0	0	0	0	0	0	0
Grand Total		20,026	1	20,026	1	0	0	0	0

Funding Sources									
Name	Code								
Fund Balance	4000005	36,083	*****	36,057	*****	0	*****	0	*****
Cash Funds	4000045	20,000	*****	20,000	*****	0	*****	0	*****
Total Funding		56,083	*****	56,057	*****	0	*****	0	*****
Excess Appro/(Funding)		(36,057)	*****	(36,031)	*****	0	*****	0	*****
Grand Total		20,026	*****	20,026	*****	0	*****	0	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Rank by Appropriation

Agency Name STATE BOARD OF REGISTRATION FOR FORESTERS
 Agency Code 239
 Appropriation Name Foresters Operations - Cash
 Appropriation Code A29
 Fund Name Foresters Registration Board-Cash
 Fund Code 315

Rank	Justification	Designation	Cost Center	2001-02	2002-03		Agency Request		Executive Recommendation		Legislative Recommendation							
				Actual	Budget	Pos.	2003-04 Pos.	2004-05 Pos.	2003-04 Pos.	2004-05 Pos.	2003-04 Pos.	2004-05 Pos.						
		BL Base Level	Total	0	12,485	0	12,489	0	12,489	0	12,489	0	12,489	0	0	0	0	0
1	Additional appropriation is requested for extra help due to workload increase requiring applicant testing for initial certification and monitoring of continuing education requirements. A net increase in maintenance and operations is due to increasing costs of maintaining client services and an annual symposium.	C01	192210 Reg for Forester Opr		0	0	7,537	0	7,537	0	7,537	0	7,537	0	0	0	0	0
		C01	Total	0	0	0	7,537	0	7,537	0	7,537	0	7,537	0	0	0	0	0
		Grand Total	Total	0	12,485	0	20,025	0	20,025	0	20,025	0	20,025	0	0	0	0	0