



STATE OF NORTH CAROLINA
OFFICE OF STATE BUDGET AND MANAGEMENT



Employment First State for Individuals with Disabilities

ROY COOPER
GOVERNOR

CHARLES PERUSSE
STATE BUDGET DIRECTOR

August 5, 2022

MEMORANDUM

TO: Department Heads and Chief Financial Officers
Community College Presidents and Chief Financial Officers
All Occupational Licensing Boards

FROM: Charles Perusse *Charles Perusse*

SUBJECT: Approved Collection Costs Rates for Civil Penalties, Fines, and Forfeitures

The Office of the State Budget and Management (OSBM) is required by statute ([G.S. 115C-457.2](#)) to approve the percentage of the civil penalties, fines, and forfeitures collected by State agencies, universities, community colleges, boards, and commissions ("agencies") which can be withheld as collection costs. The percentage is based on the actual collection costs incurred by the agencies for the prior year and cannot exceed 20 percent.

Appendix A provides the approved percentage of civil penalties, fines, and forfeitures collections that each agency may retain. All agencies approved to retain collection costs appear in this appendix. Appendix B provides a list of agencies that collect civil penalties, fines, and forfeitures but do not retain any of the collections.

Appendix C provides a list of agencies that do not collect civil penalties, fines, and forfeitures.

Appendix D provides a list of agencies that have not yet submitted information on the collection of civil penalties, fines, and forfeitures. Agencies listed in Appendix D may not retain collection costs in FY 2022-23 until information is submitted and approved by OSBM. The [Collection Costs Worksheet](#) is available online and should be submitted via the [Smartsheet](#). **All agencies must submit the Smartsheet regardless of whether the agency collects civil penalties, fines, and forfeitures and regardless of whether the agency retains collection costs.**

OSBM has post updated [collection cost rates online](#). If you have any questions, please contact OSBM at CollectionCosts@osbm.nc.gov. We appreciate your assistance.

Appendix A: Approved Collection Cost Rates

Group Name	Agency Name	Approved Collection Percentage
Agency	Department of Agriculture & Consumer Services	3.30%
Agency	Department of Environmental Quality	7.00%
Agency	Department of Environmental Quality	14.23%
Agency	Department of Insurance - Agent Services Division	3.89%
Agency	Department of Insurance - Bail Bond Regulation Division	13.42%
Agency	Department of Insurance - Market Regulation Division	0.02%
Agency	Department of Insurance - Industrial Commission	20.00%
Agency	Department of Justice	3.36%
Agency	Department of Labor	14.33%
Agency	Department of Revenue	0.44%
Agency	Department of Transportation	2.34%
Agency	DHHS - Broughton Hospital	20.00%
Agency	DHHS - Cherry Hospital	20.00%
Agency	DHHS - Public Health - 14430	20.00%
Agency	Secretary of State	20.00%
Community College	Brunswick Community College	11.61%
Community College	Cape Fear Community College	20.00%
Community College	Central Piedmont Community College	20.00%
Community College	Guilford Technical Community College	20.00%
Community College	Forsyth Technical Community College	6.21%
Community College	Southeastern Community College	20.00%
Community College	Stanly Community College	20.00%
Community College	Wake Technical Community College	2.70%
Licensing Board	NC Board of Barber Examiners	20.00%
Licensing Board	NC Board of Massage and Bodywork Therapy	20.00%
Licensing Board	NC Board of Occupational Therapy	20.00%
Licensing Board	NC State Board of Certified Public Accountant Examiners	20.00%
Licensing Board	NC State Board of Cosmetic Art Examiners	20.00%
Licensing Board	NC State Board of Examiners of Electrical Contractors	4.99%
Licensing Board	NC State Board of Opticians	20.00%
Licensing Board	NC Veterinary Medical Board	11.54%
University	Appalachian State University - Parking Fines	20.00%
University	Appalachian State University - Student Accounts	20.00%
University	ECU - Joyner Library Fines	20.00%
University	ECU - Laupus Health Sciences Library	20.00%
University	ECU - Parking & Transportation Services	20.00%
University	ECU - Student Accounts	20.00%
University	ECU - University Collections/ Non-student Receivables	3.49%
University	Elizabeth City State University - Late Payment Penalties	20.00%

Group Name	Agency Name	Approved Collection Percentage
University	Elizabeth City State University - Parking Fines	19.88%
University	NC State University - Late Payment Penalties	20.00%
University	NC State University - Parking Violations (Fines)	20.00%
University	NC A&T State University - Student AR Late Penalty	20.00%
University	NC A&T State University - Traffic Fines	20.00%
University	UNC - Charlotte	20.00%
University	UNC - Chapel Hill - Student Accounts	20.00%
University	UNC - Greensboro	20.00%
University	UNC - Pembroke	20.00%
University	UNC - Wilmington - AR Delinquent Fees	20.00%
University	UNC - Wilmington - Parking Fines	20.00%
University	UNC School of the Arts - Parking Fines	18.79%
University	UNC School of the Arts Financial Services	10.07%
University	Western Carolina University	20.00%
University	Winston-Salem State University - Parking Fines	20.00%

* OSBM is responsible for aggregating and disbursing to the Department of Public Instruction all civil penalties, fines, and forfeitures that agencies collect. OSBM retains approximately two one-hundredths of a percent (0.02%) of the total funds collected.

Appendix B: Agencies that Collect Civil Penalties, Fines, and Forfeitures but Do Not Retain Collection Costs

Group	Agency Name
Agency	DHHS - Child Development and Early Education
Agency	Department of Public Instruction
Agency	Department of State Treasurer
Agency	State Board of Elections
Community College	Asheville-Buncombe Technical Community College
Community College	Caldwell Community College and Technical Institute
Community College	Catawba Valley Community College
Community College	Central Carolina Community College
Community College	Cleveland Community College
Community College	Fayetteville Technical Community College
Community College	Gaston College
Community College	Haywood Community College
Community College	Pitt Community College
Community College	Robeson Community College
Community College	Rockingham Community College
Licensing Board	NC Auctioneer Licensing Board
Licensing Board	NC Board of Architecture
Licensing Board	NC Board of Examiners for Engineers and Surveyors
Licensing Board	NC Board of Funeral Service
Licensing Board	NC Medical Board
Licensing Board	NC State Board of Refrigeration Examiners

Appendix C: Agencies that Do Not Collect Civil Penalties, Fines, and Forfeitures

Group	Agency Name
Agency	Administrative Office of the Courts
Agency	Department of Administration
Agency	DHHS - Division of State Operated Healthcare Facilities Wright School
Agency	DHHS - Division of Vocational Rehabilitation Services
Agency	DHHS - Division of Services of the Blind
Agency	DHHS - Division of Deaf and Hard of Hearing
Agency	DHHS - J Iverson Riddle Developmental Center
Agency	DHHS - DSOHF / Julian F Keith ADATC
Agency	DHHS - Black Mountain Neuro-Medical Treatment Center
Agency	DHHS - Disability Determination Services
Agency	Department of Information Technology
Agency	Department of Military and Veterans Affairs
Agency	Department of Natural and Cultural Resources
Agency	DPS – Alarm System Licensing Board
Agency	DPS – Private Protective Services Board
Agency	Department of Transportation
Agency	North Carolina Housing Finance Agency
Agency	Office of Administrative Hearings
Agency	Office of the Governor / OSBM
Agency	Office of the State Controller
Agency	Wildlife Resources Commission
Community College	Alamance Community College
Community College	Bladen Community College
Community College	Blue Ridge Community College
Community College	Carteret Community College
Community College	Cleveland Community College
Community College	Coastal Carolina Community College
Community College	College of The Albemarle
Community College	Davidson-Davie Community College
Community College	Durham Technical Community College
Community College	Edgecombe Community College
Community College	Isothermal Community College
Community College	James Sprunt Community College
Community College	Johnston Community College
Community College	Lenoir Community College
Community College	Martin Community College
Community College	Mayland Community College
Community College	Mitchell Community College
Community College	Montgomery Community College

Group	Agency Name
Community College	Nash Community College
Community College	Pamlico Community College
Community College	Randolph Community College
Community College	Richmond Community College
Community College	Roanoke-Chowan Community College
Community College	Rowan-Cabarrus Community College
Community College	Sampson Community College
Community College	Sandhills Community College
Community College	South Piedmont Community College
Community College	Southwestern Community College
Community College	Surry Community College
Community College	System Office
Community College	Tri-County Community College
Community College	Vance-Granville Community College
Community College	Wayne Community College
Community College	Western Piedmont Community College
Community College	Wilkes Community College
Community College	Wilson Community College
Licensing Board	NC Acupuncture Licensing Board
Licensing Board	NC Addictions Specialist Professional Practice Board
Licensing Board	NC Appraisal Board
Licensing Board	NC Board for Licensing of Soil Scientists
Licensing Board	NC Board of Athletic Trainer Examiners
Licensing Board	NC Board of Dietetics/Nutrition
Licensing Board	NC Board of Environmental and Health Specialists
Licensing Board	NC Board of Examiners for Speech and Language Pathologists and Audiologists
Licensing Board	NC Board of Examiners of Fee-Based Practicing Pastoral Counselors
Licensing Board	NC Board of Law Examiners
Licensing Board	NC Board of Nursing
Licensing Board	NC Board of Pharmacy
Licensing Board	NC Board of Physical Therapy Examiners
Licensing Board	NC Board of Podiatry Examiners
Licensing Board	NC Board of Recreational Therapy Licensure
Licensing Board	NC Irrigation Contractors' Licensing Board
Licensing Board	NC Interpreters and Translators Licensing Board
Licensing Board	NC Landscape Contractors' Licensing Board
Licensing Board	NC Licensing Board for General Contractors
Licensing Board	NC Locksmith Licensing Board
Licensing Board	NC Marriage and Family Therapy Licensure Board
Licensing Board	NC Medical Board
Licensing Board	NC Midwifery Joint Committee (of Medical Board and Board of Nursing)
Licensing Board	NC Psychology Board

Group	Agency Name
Licensing Board	NC Real Estate Commission
Licensing Board	NC State Board of Chiropractic Examiners
Licensing Board	NC State Board of Dental Examiners
Licensing Board	NC State Board of Examiners for Nursing Home Administrators
Licensing Board	NC State Board of Examiners in Optometry
Licensing Board	NC State Board of Examiners of Plumbing, Heating, and Fire Sprinkler Contractors
Licensing Board	NC State Hearing Aid Dealers and Fitters Board
Licensing Board	The North Carolina State Bar Council
University	North Carolina School of Science and Mathematics

Appendix D: Agencies that Did Not Provide Collection Cost Information

Group	Agency Name
Agency	Department of Commerce
Agency	North Carolina Education Lottery
Community College	Halifax Community College
Community College	McDowell Technical Community College
Community College	Piedmont Community College
Licensing Board	NC Board for Licensing of Geologists
Licensing Board	NC Board of Clinical Mental Health Counselors
Licensing Board	NC Board of Landscape Architects
Licensing Board	NC Irrigation Contractors' Licensing Board
Licensing Board	NC Respiratory Care Board
Licensing Board	NC Social Work Certification and Licensure Board
Licensing Board	NC State Board of Electrolysis Examiners
Licensing Board	NC State Board of Registration for Foresters
University	Fayetteville State University
University	North Carolina Central University
University	UNC General Administration / System Office
University	University of North Carolina at Asheville
University	University of North Carolina at Chapel Hill