



STATE OF NORTH CAROLINA
OFFICE OF STATE BUDGET AND MANAGEMENT



Employment First State for Individuals with Disabilities

ROY COOPER
GOVERNOR

KRISTIN WALKER
STATE BUDGET DIRECTOR

August 7, 2024

MEMORANDUM

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

FROM: Kristin Walker
State Budget Director

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 provide a list of agencies that do not collect civil penalties, fines, and forfeitures.

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

Appendix A: Approved Collection Cost Rates

Collection Costs Report - Approved Percentage for Use in FY 2024-25

Group Name	Name	Approved Collection Percentage FY 24-25	Date Approved
Agency	Department of Agriculture and Consumer Services	3.96%	8/6/2024
Agency	Department of Environmental Quality	20.00%	8/6/2024
Agency	DHHS - DSOHF (i.e. Cherry & Broughton Hospital)	20.00%	8/6/2024
Agency	DHHS - DPH	20.00%	8/6/2024
Agency	Department of Insurance	4.89%	8/6/2024
Agency	Department of Insurance - NC Industrial Commission	20.00%	8/6/2024
Agency	Department of Justice	1.65%	8/6/2024
Agency	Department of Labor	13.81%	8/6/2024
Agency	Department of Revenue	0.42%	8/6/2024
Agency	Department of Secretary of State	20.00%	8/6/2024
Agency	Department of Transportation	2.88%	8/6/2024
Agency	State Board of Elections	20.00%	8/6/2024
Community College	Brunswick Community College	11.51%	8/6/2024
Community College	Cape Fear Community College	20.00%	8/6/2024
Community College	Central Piedmont Community College	20.00%	8/6/2024
Community College	Forsyth Technical Community College	20.00%	8/6/2024
Community College	Guilford Technical Community College	20.00%	8/6/2024
Community College	Wake Technical Community College	13.10%	8/6/2024
Licensing Board	NC Board of Barber and Electrolysis Examiners	20.00%	8/6/2024
Licensing Board	NC Board of Cosmetic Art Examiners	20.00%	8/6/2024
Licensing Board	NC Board of Massage and Bodywork Therapy	20.00%	8/6/2024
Licensing Board	NC Board of Occupational Therapy	20.00%	8/6/2024
Licensing Board	NC Irrigation Contractors' Licensing Board	20.00%	8/6/2024
Licensing Board	NC State Board of Certified Public Accountant Examiners	9.44%	8/6/2024
Licensing Board	NC State Board of Examiners of Electrical Contractors	7.21%	8/6/2024
Licensing Board	NC Veterinary Medical Board	3.02%	8/6/2024
University	Appalachian State University	11.42%	8/6/2024
University	East Carolina University	20.00%	8/6/2024
University	Elizabeth City State University	20.00%	8/6/2024

Group Name	Name	Approved Collection Percentage FY 24-25	Date Approved
University	Fayetteville State University	20.00%	8/6/2024
University	North Carolina Agricultural and Technical State University	20.00%	8/6/2024
University	North Carolina Central University	20.00%	8/6/2024
University	North Carolina State University	20.00%	8/6/2024
University	University of North Carolina at Asheville	20.00%	8/6/2024
University	University of North Carolina at Chapel Hill	20.00%	8/6/2024
University	University of North Carolina at Charlotte	20.00%	8/6/2024
University	University of North Carolina Greensboro	20.00%	8/6/2024
University	University of North Carolina at Pembroke	20.00%	8/6/2024
University	University of North Carolina at Wilmington	20.00%	8/6/2024
University	University of North Carolina School of the Arts	20.00%	8/6/2024
University	Western Carolina University	20.00%	8/6/2024
University	Winston-Salem State University	20.00%	8/6/2024

** 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	Name
Agency	Department of Administration
Agency	Department of Commerce
Agency	Department of Health and Human Services - DHSR
Agency	Department of Public Instruction
Agency	Department of Public Safety
Agency	Department of State Treasurer
Agency	Wildlife Resources Commission
Community College	Asheville-Buncombe Technical Community College
Community College	Beaufort County Community College
Community College	Caldwell Community College and Technical Institute
Community College	Catawba Valley Community College
Community College	Cleveland Community College
Community College	Fayetteville Technical Community College
Community College	Forsyth Technical Community College
Community College	Haywood Community College
Community College	Mayland Community College
Community College	Pitt Community College
Community College	Robeson Community College
Community College	Rockingham Community College
Community College	Southeastern Community College
Community College	Wilkes Community College
Licensing Board	NC Appraisal Board
Licensing Board	NC Auctioneer Licensing Board
Licensing Board	NC Board for Licensing of Geologists
Licensing Board	NC Board of Examiners for Engineers and Surveyors
Licensing Board	NC Board of Landscape Architects
Licensing Board	NC Medical Board
Licensing Board	NC Respiratory Care Board

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

Group	Name
Agency	Administrative Office of the Courts
Agency	Department of Adult Correction
Agency	Department of Commerce
Agency	Department of Information Technology
Agency	Department of Military and Veterans Affairs
Agency	Department of Natural and Cultural Resources
Agency	Department of Public Instruction
Agency	DHHS - Central Management and Support
Agency	DHHS - Division of Aging and Adult Services
Agency	DHHS - Division of Child and Family Well-Being
Agency	DHHS - Division of Child Development
Agency	DHHS - Division of Health Benefits
Agency	DHHS - Division of Mental Health/Retardation and Substance Abuse
Agency	DHHS - Division of Services for the Blind
Agency	DHHS - Division of Social Services
Agency	DHHS - Division of Vocational Rehabilitation
Agency	NC Community College System Office
Agency	North Carolina Housing Finance Agency
Agency	Office of Administrative Hearings
Agency	Office of the State Controller
Agency	The University of North Carolina System Office
Community College	Blue Ridge Community College
Community College	Carteret Community College
Community College	Coastal Carolina Community College
Community College	College of The Albemarle
Community College	Craven Community College
Community College	Davidson-Davie Community College
Community College	Edgecombe Community College
Community College	Halifax Community College
Community College	James Sprunt Community College
Community College	Lenoir Community College
Community College	Martin Community College
Community College	Mitchell Community College
Community College	Nash Community College
Community College	Pamlico Community College
Community College	Piedmont Community College
Community College	Randolph Community College

Group	Name
Community College	Richmond Community College
Community College	Rowan-Cabarrus Community College
Community College	Sampson Community College
Community College	Southwestern Community College
Community College	Stanly Community College
Community College	Tri-County Community College
Community College	Vance-Granville Community College
Community College	Wayne Community College
Community College	Western Piedmont Community College
Licensing Board	NC Behavior Analyst Licensure Board
Licensing Board	NC Board of Architecture
Licensing Board	NC Board of Athletic Trainer Examiners
Licensing Board	NC Board of Clinical Mental Health Counselors
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 Funeral Service
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 Landscape Contractors' Licensing Board
Licensing Board	NC Marriage and Family Therapy Licensure Board
Licensing Board	NC Midwifery Joint Committee (of Medical Board and Board of Nursing)
Licensing Board	NC Onsite Wastewater Contractor Inspector Certification Board
Licensing Board	NC Real Estate Commission
Licensing Board	NC Social Work Certification and Licensure Board
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 Board of Refrigeration Examiners

Group	Name
Licensing Board	NC State Hearing Aid Dealers and Fitters Board
Licensing Board	The North Carolina State Bar Council