

**PUBLIC MEETING OF THE NEBRASKA REAL PROPERTY APPRAISER BOARD**  
**Thursday, November 18, 2021, 9:00 a.m.**  
**Nebraska Real Property Appraiser Board Office, First Floor, Nebraska State Office Building**  
**301 Centennial Mall South, Lincoln, Nebraska**  
\*\*\*\*\*

**AGENDA**

**A. Opening 9:00 a.m.**

**B. Notice of Meeting (Adopt Agenda)**

*The Nebraska Real Property Appraiser Board will meet in executive session for the purpose of reviewing applicants for credentialing; applicants for appraisal management company registration; investigations; pending litigation, or litigation that is imminent as evidenced by communication of a claim or threat of litigation; and employee performance evaluation. The Board will exit executive session at 9:45 a.m. If needed, the Board will re-enter executive session at the conclusion of the public agenda items discussion to complete review of the above-mentioned items. The Board will not take action on agenda items C, D, E, and F until executive session is completed.*

**C. Credentialing as a Nebraska Real Property Appraiser** ..... 1-18

- 1. New Applicants for Certified General Credential through Education, Experience, and Examination
  - a. CG21019
- 2. Pending Real Property Appraiser Credentialing Applicants
  - a. CG21020

**D. Registration as an Appraisal Management Company** ..... 1-3

- 1. Appraisal Management Company Renewal Matters
  - a. NE2016005

**E. Consideration of Compliance Matters** ..... 1-2

- 1. New Grievances
  - a. 21-08
- 2. Active Investigations
  - a. 21-05
  - b. 21-06
- 3. Post-Board Action Matters
  - a. 20-11

**F. Consideration of Other Executive Session Items** ..... 1

- 1. Personnel Matters

**G. Welcome and Chair’s Remarks (Public Agenda 9:45 am)**

**H. Board Meeting Minutes**

- 1. Approval of October 21, 2021 Meeting Minutes ..... 1-9

**I. Director’s Report**

- 1. Real Property Appraiser and AMC Counts and Trends
  - a. Real Property Appraiser Report ..... 1-5
  - b. Temporary Real Property Appraiser Report ..... 6
  - c. Supervisory Real Property Appraiser Report ..... 7
  - d. Appraisal Management Company Report ..... 8

2. Director Approval of Applicants	
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b. Education Activity and Instructor(s) Report .....	10
3. 2021-22 NRPAB Goals and Objectives + SWOT Analysis .....	11-12

**J. Financial Report and Considerations**

1. October Financial Report	
a. Budget Status Report .....	1-3
b. MTD General Ledger Detail Report .....	4-10
c. Financial Charts .....	11-13
2. Per Diems	
3. BLPM Nespor Notary Application .....	14-24

**K. General Public Comments**

**L. Consideration of Education/Instructor Requests**

**M. Unfinished Business**

1. Open 2nd Congressional District Certified Real Property Appraiser Representative Position

**N. New Business**

**O. Legislative Report and Business**

1. Nebraska Real Property Appraiser Act Update	
a. 2022 Update to Nebraska Real Property Appraiser Act Summary .....	1-2
b. REQ03236_November 4, 2021 .....	3-22
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**P. Administrative Business**

1. Guidance Documents	
2. Internal Procedural Documents	
4. Forms, Applications, and Procedures	
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c. Application for Approval as a Qualifying Education Activity in Nebraska .....	9-13
d. Application for Approval as a Supervisory Real Property Appraiser and Trainee Course in Nebraska .....	14-17

**Q. Other Business**

1. Board Meetings	
a. Virtual Conferencing Format for December, January, and February Meetings	
2. Conferences/Education	
a. Kohtz Fall AARO Conference Report .....	1-10
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4. Quarterly Newsletter	
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6. The Appraisal Foundation	
a. TAF November Newsletter.....	42-44
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7. Association of Appraiser Regulatory Officials	
a. AARO Quarterly Update – November 2021.....	46-48
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**R. Adjourn**

**NEBRASKA REAL PROPERTY APPRAISER BOARD  
NRPAB OFFICE MEETING ROOM, FIRST FLOOR  
NEBRASKA STATE OFFICE BUILDING  
301 CENTENNIAL MALL SOUTH, LINCOLN, NE**

**October 21, 2021 Meeting Minutes**

**A. OPENING**

Chairperson Christopher Mustoe called to order the October 21, 2021 meeting of the Nebraska Real Property Appraiser Board at 9:00 a.m., in the Nebraska Real Property Appraiser Board meeting room located on the first floor of the Nebraska State Office Building, 301 Centennial Mall South, Lincoln, Nebraska.

**B. NOTICE OF MEETING**

Chairperson Mustoe announced the notice of the meeting was duly given, posted, published, and tendered in compliance with the Open Meetings Act, and all board members received notice simultaneously by email. Publication of official notice of the meeting appeared on the State of Nebraska Public Calendar found at [www.nebraska.gov](http://www.nebraska.gov) on October 12, 2021. The agenda was kept current in the Nebraska Real Property Appraiser Board office and on the Board's website. In accordance with the Open Meetings Act, at least one copy of all reproducible written material for this meeting, either in paper or electronic form, was available for examination and copying by members of the public. The material in paper form was available on the table in a public folder, and the material in electronic form was available on the Board's website in Public Meeting Material ([https://appraiser.ne.gov/board\\_meetings/](https://appraiser.ne.gov/board_meetings/)). A copy of the Open Meetings Act was available for the duration of the meeting. For the record, Board Members Christopher Mustoe of Omaha, Nebraska, Thomas Luhrs of Imperial, Nebraska, Wade Walkenhorst of Lincoln, Nebraska, Bonnie Downing of Dunning, Nebraska, and Cody Gerdes of Lincoln, Nebraska were present. Also present were Director Tyler Kohtz, Business and Licensing Program Manager Allison Nesper, and Business and Education Program Manager Katja Duerig, who are all headquartered in Lincoln, Nebraska.

**ADOPTION OF THE AGENDA**

Chairperson Mustoe reminded those present for the meeting that the agenda cannot be altered 24 hours prior to the meeting except for emergency items according to the Open Meetings Act. Board Member Downing moved to adopt the agenda as printed. Board Member Walkenhorst seconded the motion. With no further discussion, the motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

Director Kohtz requested permission to speak. Chairperson Mustoe gave the Director the floor. Director Kohtz introduced Ferial Hasan, who is a temporary employee hired to assist with processing renewal applications, and to assist BLPM Nesper and BEPM Duerig with daily tasks during the appraiser credential renewal season. The Director noted that Ms. Hasan is a legal studies major at Metro Community College, and she is using her experience with the Board as an internship for her studies. The Director added that Ms. Hasan expressed interest in the board meeting processes and procedures, so she will be present to observe the meeting. Chairperson Mustoe welcomed Ms. Hasan and thanked her for her work thus far. Ferial Hasan, who is headquartered in Lincoln, Nebraska, was present for the duration of the meeting.

Board Member Luhrs moved that the Board go into executive session for the purpose of reviewing applicants for credentialing; applicants for appraisal management company registration; investigations; pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation; and employee performance evaluation. A closed session is clearly necessary to prevent needless injury to the reputation of those involved. Board Member Walkenhorst seconded the motion. The time on the meeting clock was 9:04 a.m. The motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

Board Member Luhrs moved to come out of executive session at 9:29 a.m. Board Member Downing seconded the motion. The motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

#### **G. WELCOME AND CHAIR'S REMARKS**

Chairperson Mustoe welcomed all, and said, "Hope all are doing well. Let's move to the minutes." There were no members of the public present.

#### **H. BOARD MEETING MINUTES**

##### **1. APPROVAL OF SEPTEMBER 16, 2021 MEETING MINUTES**

Chairperson Mustoe asked for any additions or corrections to the September 16, 2021 meeting minutes. With no discussion, Chairperson Mustoe called for a motion. Board Member Luhrs moved to adopt the September 16, 2021 meeting minutes as presented. Board Member Walkenhorst seconded the motion. The motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

#### **I. DIRECTOR'S REPORT**

##### **1. REAL PROPERTY APPRAISER AND AMC COUNTS AND TRENDS**

###### **a. Real Property Appraiser Report**

Director Kohtz presented seven charts outlining the number of real property appraisers as of October 21, 2021 to the Board for review. The Director reported that he had no specific comments and asked for questions or comments. There was no discussion.

###### **b. Temporary Real Property Appraiser Report**

Director Kohtz presented three charts outlining the number of temporary credentials issued as of September 30, 2021 to the Board for review. The Director asked for any questions or comments. There was no further discussion.

###### **c. Supervisory Real Property Appraiser Report**

Director Kohtz presented two charts outlining the number of supervisory real property appraisers as of October 21, 2021 to the Board for review. The Director reported that he had no comments and asked for any questions or comments. There was no discussion.

###### **d. AMC Report**

Director Kohtz presented two charts outlining the number of AMCs as of October 21, 2021 to the Board for review. The Director reported that he had no comments and asked for any questions or comments. There was no discussion.

## **2. DIRECTOR APPROVAL OF APPLICANTS**

### **a. Real Property Appraiser Report**

Director Kohtz presented the Real Property Appraiser Report to the Board for review showing real property appraiser applicants approved for credentialing by the Director, and the real property appraiser applicants approved to sit for exam by the Director, for the period between September 8, 2021 and October 5, 2021. The Director asked for any questions or comments. There was no further discussion.

### **b. Education Activity and Instructors Report**

Director Kohtz presented the Education Activities and Instructors Report showing education activities and instructors approved by the Director for the period between September 8, 2021 and October 5, 2021. The Director asked for any questions or comments. There was no further discussion.

## **3. 2021-22 NRPAB GOALS AND OBJECTIVES + SWOT ANALYSIS**

Director Kohtz presented the 2021-22 NRPAB Goals and Objectives and SWOT Analysis to the Board for review and provided a status update. The Director guided the Board to Laws, Rules, and Guidance Documents, and reported that REQ03236 has been prepared for review at this meeting under Legislative Report and Business. In addition, Director Kohtz reported that the Board-adopted draft of changes to Title 298 had been approved by the Attorney General's Office on September 27, 2021, and was sent to the Governor's Policy and Research Office for review on September 29, 2021. The Director moved on to goals related to Administration. According to the Director, the Meeting Owl Pro has been received, and the mount and cable have been ordered. Director Kohtz informed the Board that the Department of Administrative Services Buildings Division will install the device on the ceiling of the Board's meeting room and proceeded to describe the placement of the Meeting Owl Pro in the room. Director Kohtz asked for any questions or comments. With no further discussion, Chairperson Mustoe invited the Director to proceed to Financial Report and Considerations.

## **J. FINANCIAL REPORT AND CONSIDERATIONS – OCTOBER 2021**

### **1. APPROVAL OF SEPTEMBER RECEIPTS AND EXPENDITURES**

The receipts and expenditures for September were presented to the Board for review in the Budget Status Report. Director Kohtz brought attention to a Data Processing Expense of \$3,790.77. The Director noted that this is higher than typical due to bug fixes in the NRPAB Database and minor enhancements made to the online renewal application. Director Kohtz added that some sections of the online renewal application will need to be updated annually to keep it current. The Director also informed the Board that it was overbilled for Data Processing Expenses during this month, so part of this total will be credited back to the agency. The Director indicated that expenditures for the month of September totaled \$27,132.06, which amounts to 19.48 percent of the budgeted expenditures for the fiscal year; 25.21 percent of the fiscal year has passed. The Director then turned the Board's attention to revenues and declared that it was another good month. Revenues reported for September were \$16,354.61, and total revenues amount to 17.77 percent of the projected revenues for the fiscal year. The Director asked for any questions or comments. There was no further discussion.

Director Kohtz then brought attention to the MTD General Ledger for September. The Director remarked that he had no specific comments and asked for any questions or comments. There was no further discussion.

Director Kohtz presented three graphs showing expenses, revenues, and cash balance. The Director once again pointed out the expenditures and revenues for the month of September for the Real Property Appraiser Program, which includes both the Appraiser Fund and the AMC Fund. The Director then remarked that the cash balance for the AMC Fund is \$315,491.88, the Appraiser Fund is \$365,440.51, and the overall cash balance for both funds is \$680,932.39. There was no further discussion.

Board Member Downing moved to accept and file the September 2021 financial reports for audit. Board Member Walkenhorst seconded the motion. The motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

## **2. PER DIEMS**

Director Kohtz informed the Board that he had no per diem requests for this meeting and asked if any board members had a request for the Board to consider. There was no further discussion.

## **3. FY 2021-22 BUDGET AMENDMENT**

Director Kohtz presented an amendment to the FY 2021-22 Budget to the Board for consideration. The Director stated that, last month, the Board approved an allocation in the amount of \$1,500.00 for the purchase of the Meeting Owl Pro and accessories. Director Kohtz reported that the amended budget specifies the object codes to which funds were added, and from which funds were removed. The Director guided the Board's attention to page J.15 and informed the Board that \$1,500.00 is added to Video Equip, \$300.00 is removed from Non-Capitalized Equip PU, \$300.00 is removed from Other Operating Expenses, \$200.00 is removed from Lodging, \$100.00 is removed from Meals – Travel Status, and \$600.00 is removed from Personal Vehicle Mileage. Director Kohtz indicated that one in-person board meeting was changed to a virtual meeting resulting in a savings of \$900.00 to travel costs. The Director also remarked that the estimate for DAS Buildings Division to install the camera is \$204.00 to \$270.00. These funds are already available in Rep & Maint – Office Equip. Director Kohtz asked for any questions or comments. With no further discussion, Director Kohtz requested a motion to approve the amendment to the FY 2021-22 Budget. Board Member Luhrs moved to approve the FY 2021-22 Budget Amendment. Board Member Downing seconded the motion. The motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

## **4. 2022 MID-BIENNIUM BUDGET REQUEST**

Director Kohtz presented the 2022 Mid-Biennium Budget Request to the Board for consideration. The Director indicated that this request, which includes a total increase to the budget of \$2,614.00 for FY 2021-22 and \$3,010.00 for FY 2022-23, covers the salary, retirement benefits, and FICA taxes related to the reclassification of the Office Specialist position to Administrative Specialist. Director Kohtz asked for any questions or comments. With no further discussion, Board Member Luhrs moved to approve the 2022 Mid-Biennium Budget Request. Board Member Walkenhorst seconded the motion. The motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

**K. GENERAL PUBLIC COMMENTS**

Chairperson Mustoe asked for any public comments. With no comments, Chairperson Mustoe proceeded to Consideration of Education/Instructor Requests.

**L. CONSIDERATION OF EDUCATION/INSTRUCTOR REQUESTS:** No discussion.

**M. UNFINISHED BUSINESS**

**1. OPEN 2ND CONGRESSIONAL DISTRICT CERTIFIED REAL PROPERTY APPRAISER REPRESENTATIVE POSITION**

Director Kohtz reported that there has been no update from the Governor’s office, but he has talked to one real property appraiser who is interested in the position. The Director asked for any questions or comments. There was no discussion.

**N. NEW BUSINESS:** No discussion.

**O. LEGISLATIVE REPORT AND BUSINESS**

**1. NEBRASKA REAL PROPERTY APPRAISER ACT UPDATE**

**a. REQ03236**

Director Kohtz presented REQ03236 to the Board for consideration. The Director remarked that this is the Board’s Real Property Appraiser Act Update draft in a bill draft format. The Director informed the Board that all previously stricken “Board-approved” language was returned to its original form. Director Kohtz reported that, since this stricken language would not affect the Board’s administration of the Real Property Appraiser Act, it is best to leave it to avoid any potential unintended controversy. The Director then moved to page O.3, and indicated that Bill Drafting rearranged the language and added another subdivision. Director Kohtz stated that the wording is the same, but the organization is changed to conform to Bill Drafting’s requirements. On page O.5, the Director made note that the language “except that a real property appraiser or a person licensed under the Nebraska Real Estate License Act is not exempt under this subdivision” is stricken from Neb. Rev. Stat. § 76-2221(5) to match subdivision 4. Since the Board intends to strike the language from subdivision 4, it makes sense to strike it from subdivision 5 as well since it has the same intent, and some may question why it is being stricken in one subdivision, but not the other. Director Kohtz asked if the Board agreed with this decision. Chairperson Mustoe agreed that the language should be stricken as it appears to be a carryover from the Real Estate Licensing Act with no purpose in the Real Property Appraiser Act. Director Kohtz turned the Board’s attention to page O.18. The Director referred to a section where language was stricken because it is redundant, as the two-year continuing education period is a defined term. Director Kohtz expressed surprise at having not caught it in a previous revision. The Director asked for any questions or comments about the bill draft. With no further discussion, Board Member Downing moved to approve REQ03236 for public comment. Board Member Luhrs seconded the motion. The motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

**2. OTHER LEGISLATIVE MATTERS**

Director Kohtz asked the Board if it had any other legislative matters that it wished to discuss. There was no further discussion.



**P. ADMINISTRATIVE BUSINESS**

**1. GUIDANCE DOCUMENTS**

**a. 21-04: Certification by the International Distance Education Certification Center for Correspondence Education Activities**

Director Kohtz presented Guidance Document 21-04 titled, “Certification by the International Distance Education Certification Center for Correspondence Education Activities,” to the Board for consideration. This proposed guidance document aligns the Board’s education activity requirements for correspondence education activities with the new Real Property Appraiser Qualifications Criteria effective on January 1, 2022 (“Criteria”). The Director reported that the new Criteria allows synchronous education activities to be approved without approval from the International Distance Education Certification Center (“IDECC”). Director Kohtz informed the Board that “synchronous education” in the Criteria is the same as “correspondence education activity” in Title 298, and indicated that this guidance document provides a bridge between the Board’s current education program policies and procedures and the Criteria until the Board can make more substantive terminology changes in the next Title 298 update. The guidance allows correspondence education activities offered by education providers to be approved without IDECC approval, and for correspondence education activities without IDECC approval to be accepted as real property appraiser education as approved by the Board, or as meeting or exceeding the requirements for approval as outlined in Chapter 6 of Title 298 for education activities completed in another jurisdiction. Board Member Gerdes asked if the provisions in the new Criteria are different from those in the currently active ASC Temporary Waiver related to remote presentation of classroom education activities. BEPM Duerig remarked that the ASC Temporary Waiver applies to classroom education activities, and the Criteria change pertains to the online delivery mechanism requirement for synchronous (correspondence) online education activities; there is no change in the Criteria for classroom education activities. BEPM Duerig added that the presentation of the correspondence education activities will essentially be the same as the remote presentation of classroom education activities under the ASC Temporary Waiver, but the review process and terminology will be different. According to BEPM Duerig, one major difference for staff will be that the completion certificates for these synchronous education activities won’t need a “location” like classroom education activities presented remotely under the ASC Temporary Waiver do. Director Kohtz confirmed that the completion certificates for correspondence education activities approved by the Board would not show the location but rather the delivery method. A discussion took place about the difference between correspondence education activities and online education activities. The Director noted that online education activities will still need IDECC approval under the new Criteria, and this guidance document does not change any online education activity requirements. Board Member Gerdes expressed concern that education providers would not be aware that they would have to apply for separate approval for a correspondence education activity and an online education activity. Director Kohtz remarked that the AQB has clearly publicized these changes and education providers have been part of the discussion. They are aware that States will develop their own rules based on the new Criteria. The Director asked for any more questions or comments. There was no further discussion. Board Member Luhrs moved to approve Guidance Document 21-04 as presented. Board Member Walkenhorst seconded the motion. The motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

2. **INTERNAL PROCEDURAL DOCUMENTS:** No discussion.
3. **FORMS, APPLICATIONS, AND PROCEDURES:** No discussion.

**Q. OTHER BUSINESS**

1. **BOARD MEETINGS:** No discussion.
2. **CONFERENCES/EDUCATION:** No discussion.
3. **MEMOS FROM THE BOARD:** No discussion.
4. **QUARTERLY NEWSLETTER:** No discussion.
5. **APPRAISAL SUBCOMMITTEE:** No discussion.

**6. THE APPRAISAL FOUNDATION**

**a. TAF October Newsletter**

Director Kohtz presented The Appraisal Foundation's October newsletter to the Board for review. The Director noted that the newsletter mostly concerned the new 7-Hour National USPAP Update Course, and reported that, while at the Fall AARO Conference, he learned that two of the seven hours of this version of the course will cover bias, diversity, and discrimination training. Chairperson Mustoe asked if it is still TAF's plan to release a one-year version of USPAP in 2023. Director Kohtz stated that that was still the plan, to his knowledge. The Director asked for any questions or comments. There was no discussion.

**b. The Appraisal Foundation Releases Statement on Freddie Mac Appraisal Bias Report**

Director Kohtz presented The Appraisal Foundation's Statement on Freddie Mac Appraisal Bias Report to the Board for review. The Director informed the Board that he also included the report for the Board's information, but that he had no specific comments on either. The Director asked for any questions or comments. There was no discussion.

**c. Appraiser Qualifications Board**

**i. Appraiser Qualifications Board Q&As\_ October 4, 2021**

Director Kohtz presented the October 4, 2021 Appraiser Qualifications Board Q&As to the Board for review. The Director remarked that these questions and answers focus on changes made to the Real Property Appraiser Qualifications Criteria effective on January 1, 2022. Specifically, they pertain to the removal of the 50% limit of experience gained without a traditional client, and changes made to the education requirements. The Director asked for any questions or comments. There was no discussion.

7. **ASSOCIATION OF APPRAISER REGULATORY OFFICIALS:** No discussion.
8. **IN THE NEWS:** No discussion.

Board Member Luhrs moved that the Board go into executive session for the purpose of reviewing applicants for credentialing; applicants for appraisal management company registration; investigations; pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation; and employee performance evaluation. A closed session is clearly necessary to prevent needless injury to the reputation of those involved. Board Member Downing seconded the motion. The time on the meeting clock was 10:09 a.m. The motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

Break from 11:32 a.m. to 11:40 a.m.

Board Member Luhrs moved to come out of executive session at 12:05 a.m. Board Member Downing seconded the motion. The motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

### **C. CREDENTIALING AS A NEBRASKA REAL PROPERTY APPRAISER**

Board Member Luhrs moved to take the following actions for the applicants as listed:

- CR21008 / Request from the applicant and from the certified real property appraiser who signed the Applicant Real Property Appraisal Practice Experience Log evidence of submission of an Application for Registration as a Nebraska Supervisory Real Property Appraiser for the applicant or evidence of the Board's approval of the certified real property appraiser as a supervisory real property appraiser for the applicant.**
- CG21020 / Request that the applicant and the supervisory real property appraiser provide further detail regarding the contributions by the applicant and the supervisory real property appraiser to the development of two appraisal reports reviewed by the Board.**
- L20002 / Deny for failure to meet Neb. Rev. Stat. § 76-2230 (1) (f).**
- CG19019 / Deny for failure to meet Neb. Rev. Stat. § 76-2232 (1) (g).**

Board Member Downing seconded the motion. Motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

### **D. REGISTRATION AS APPRAISAL MANAGEMENT COMPANY**

The Board reviewed an applicant for registration as an appraisal management company. Board Member Luhrs moved to take the following action for the AMC applicant as listed:

- NE2021008 / Approve for registration as an Appraisal Management Company.**

Board Member Downing seconded the motion. Motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

**E. CONSIDERATION OF COMPLIANCE MATTERS**

Board Member Luhrs moved to take the following actions for compliance matters:

- 21-06 / Proceed with investigation for the alleged violation of Neb. Rev. Stat. §§ 76-2237 and 76-2238 (4)(5)(12)(14)(19). Request workfile.**
- 21-07 / Dismiss without prejudice.**
- 21-04 / Dismiss without prejudice.**
- 21-05 / Ongoing.**

Board Member Downing seconded the motion. Motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye.

**F. CONSIDERATION OF OTHER EXECUTIVE SESSION ITEMS:** No discussion.

**R. ADJOURNMENT**

Board Member Downing moved to adjourn the meeting. Board Member Walkenhorst seconded the motion. Motion carried with Luhrs, Walkenhorst, Downing, Gerdes, and Mustoe voting aye. At 12:09 p.m., Chairperson Mustoe adjourned the October 21, 2021 meeting of the Real Property Appraiser Board.

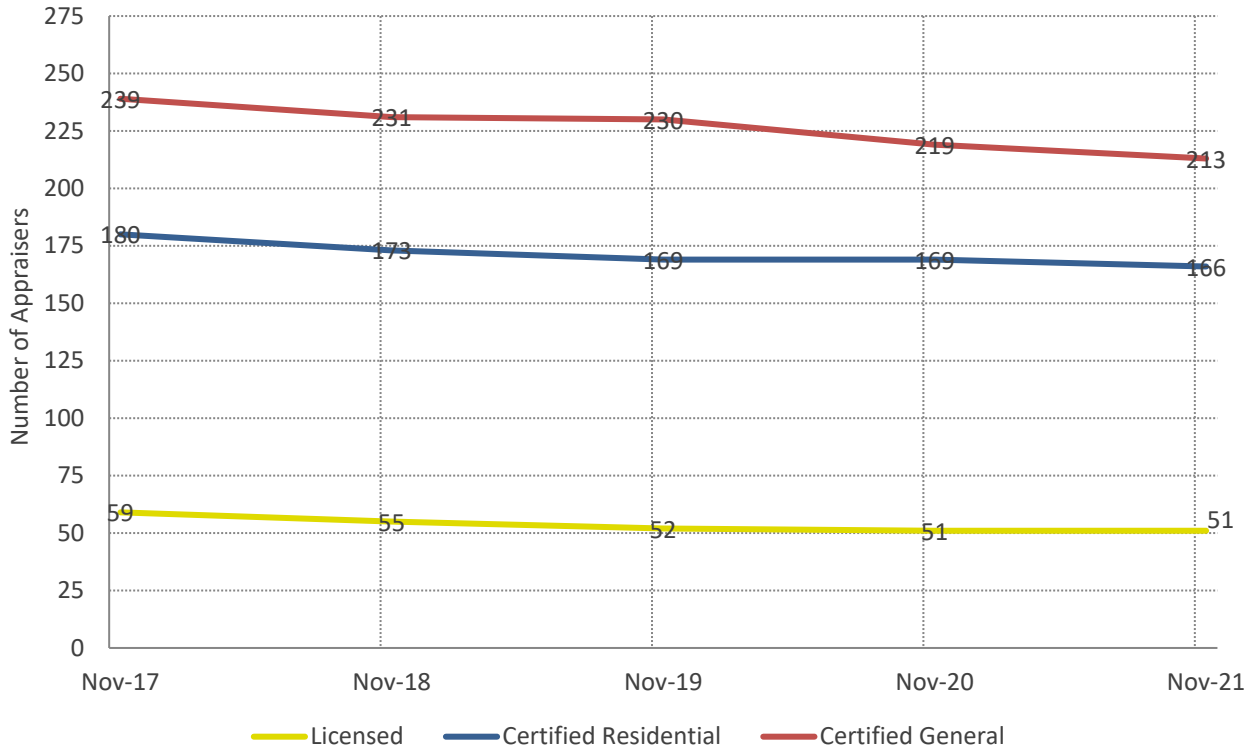
Respectfully submitted,

Tyler N. Kohtz  
Director

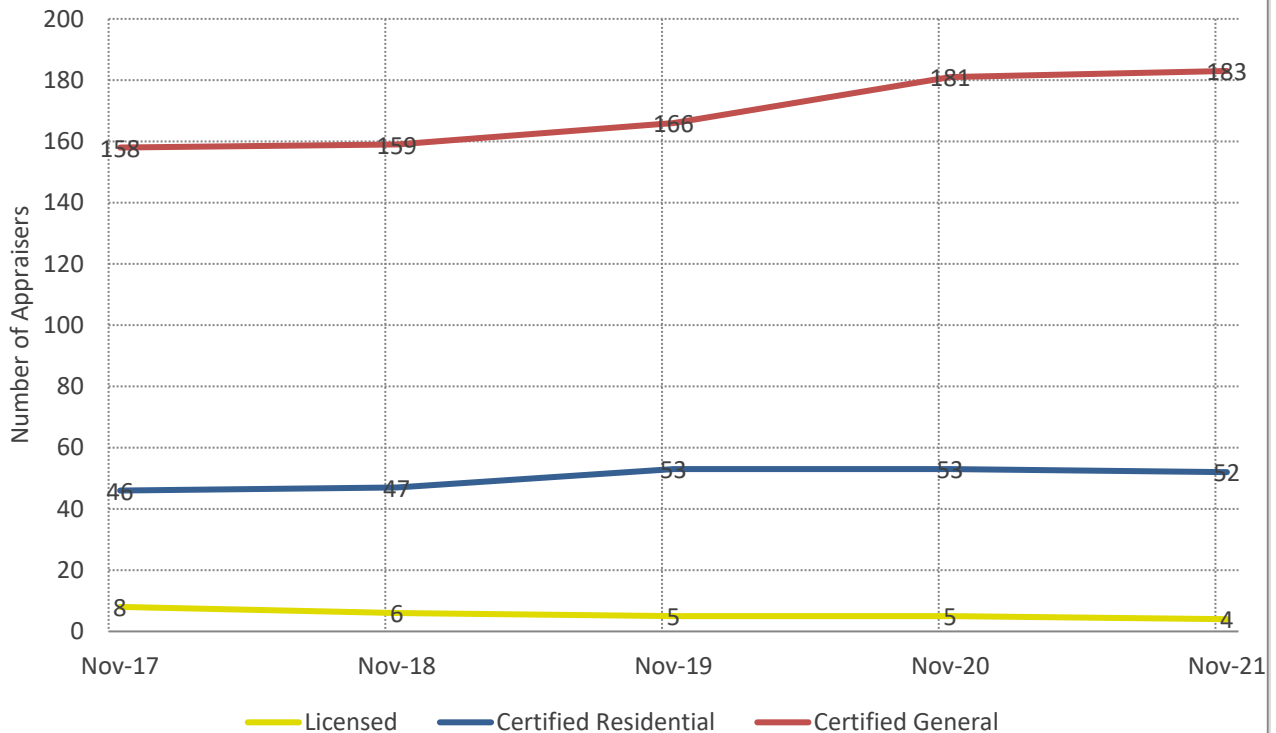
These minutes were available for public inspection on November 2, 2021, in compliance with Nebraska Revised Statute § 84-1413 (5).

# Real Property Appraiser Report

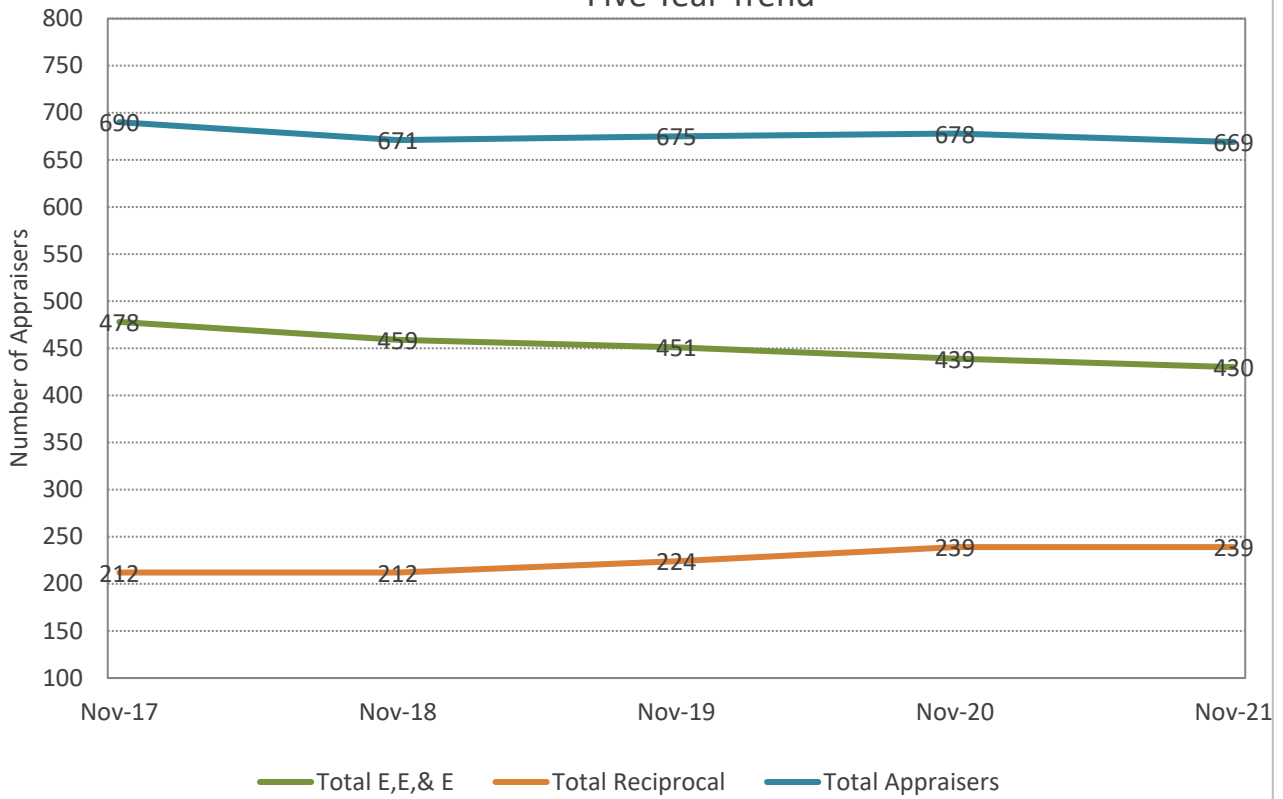
## Real Property Appraisers Credentialed through Education, Experience, and Examination (not including Trainee) - Five Year Trend



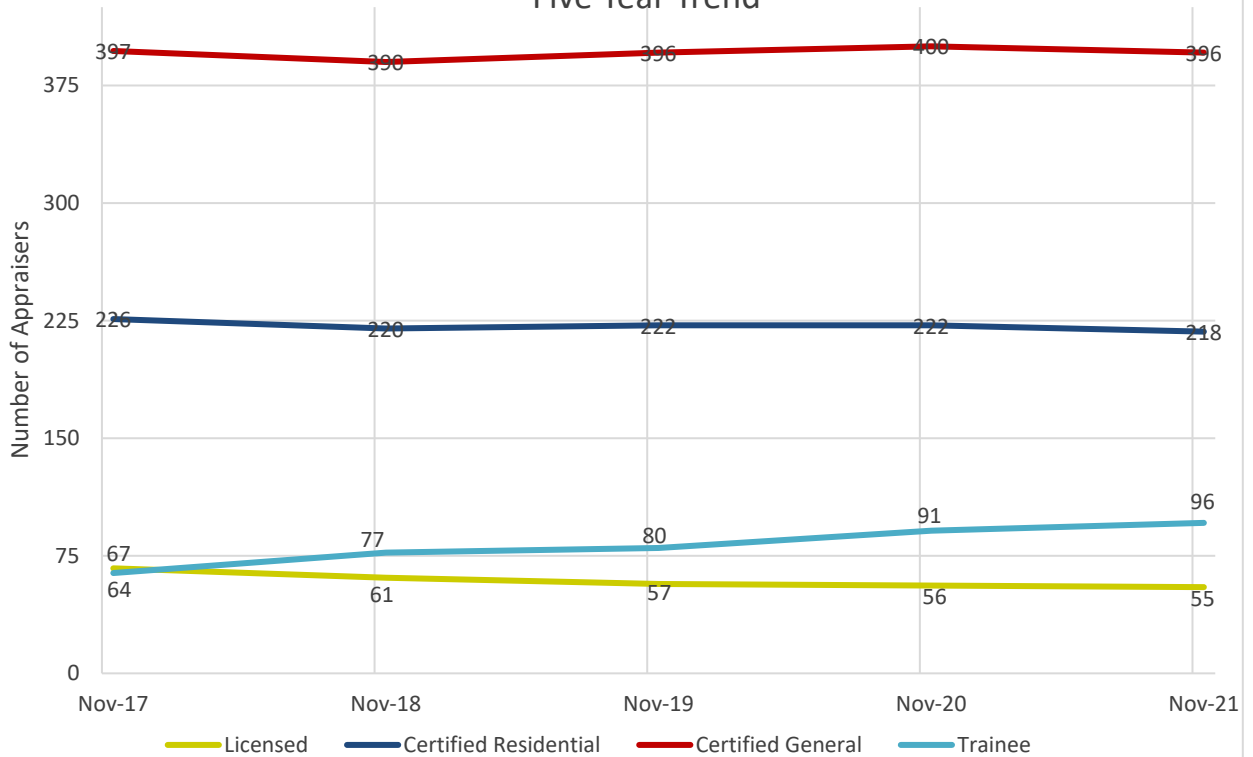
## Real Property Appraisers by Classification Credentialed through Reciprocity - Five Year Trend



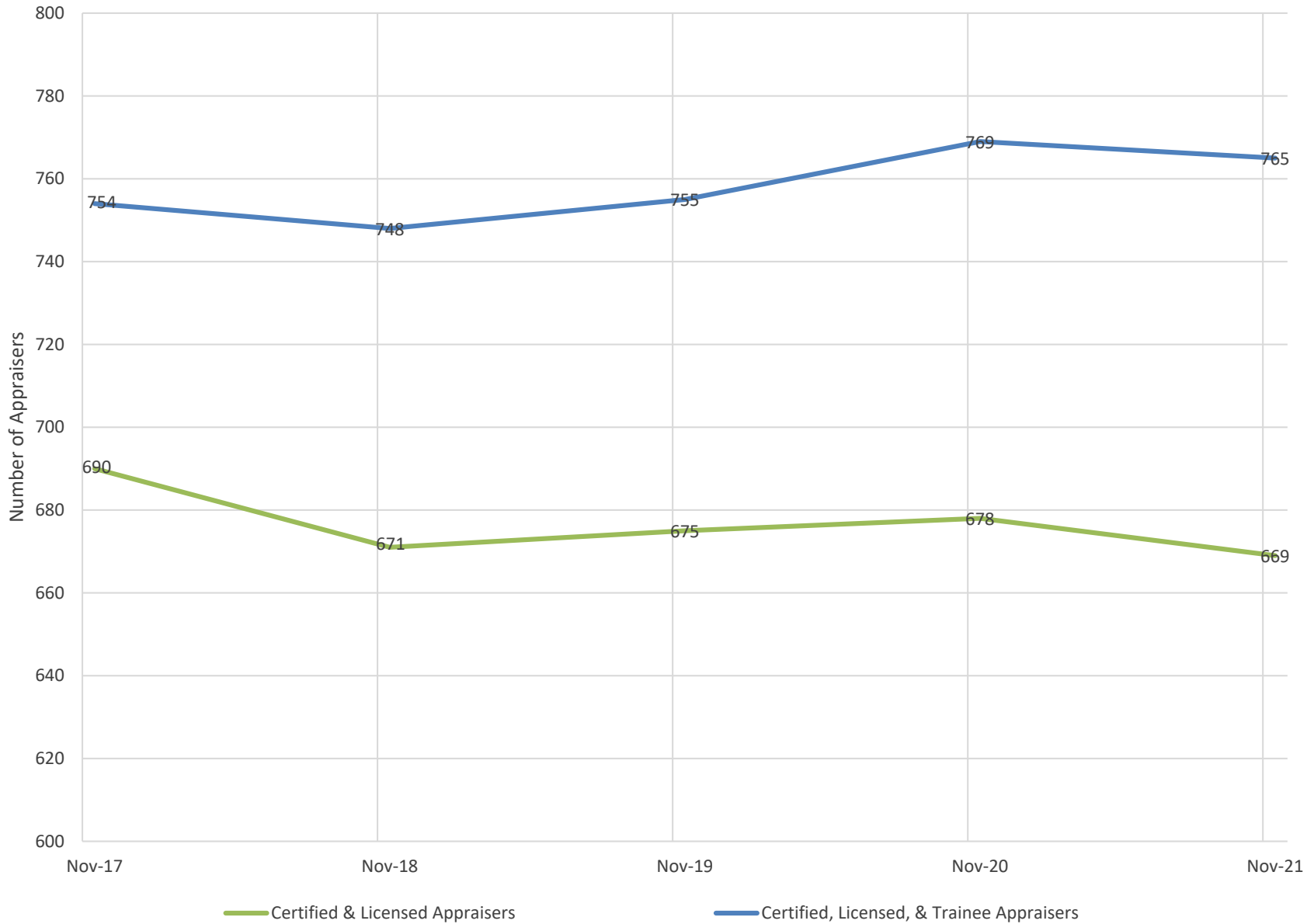
Total Real Property Appraisers (not including Trainee)  
- Five Year Trend



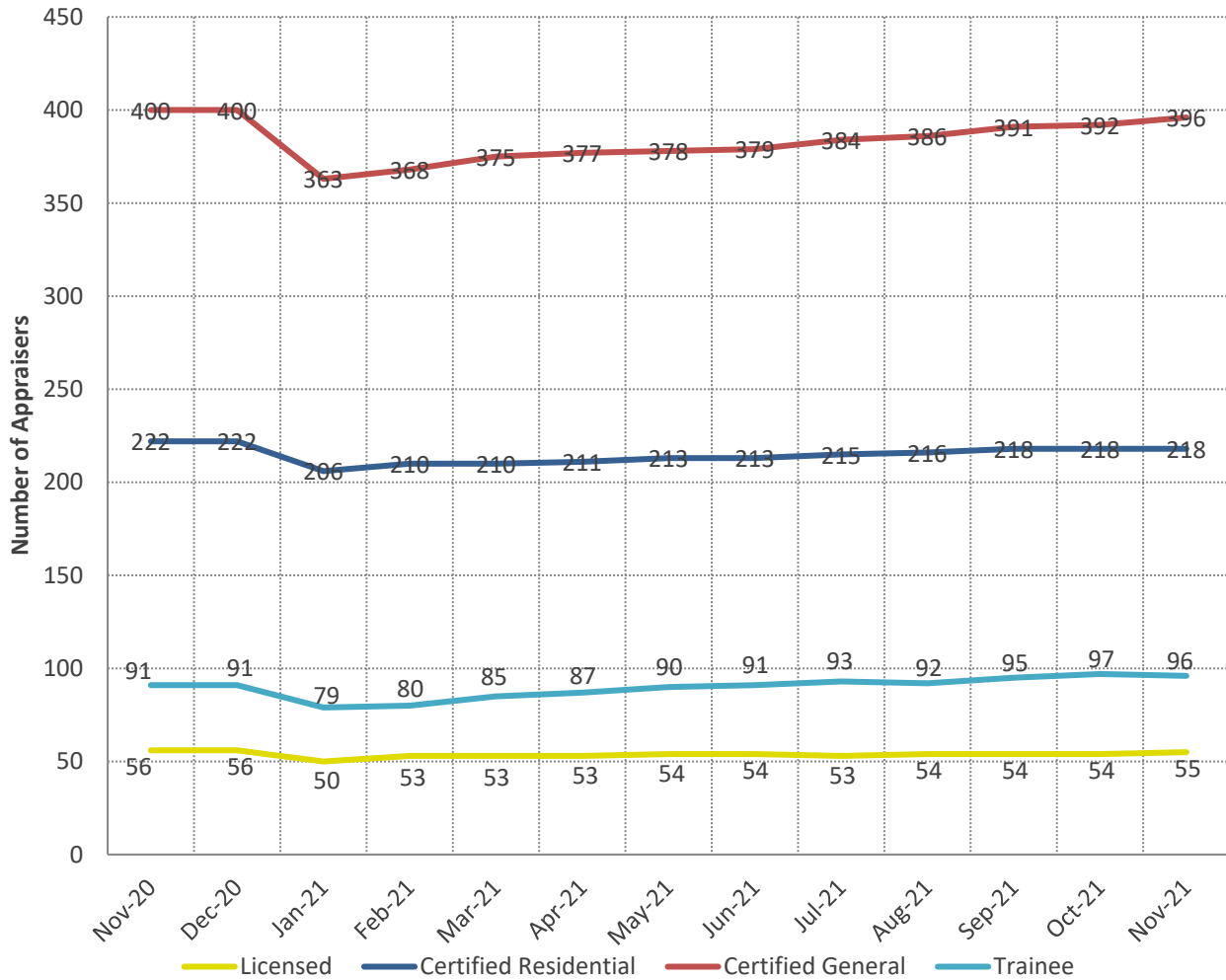
Total Real Property Appraisers by Classification -  
Five Year Trend



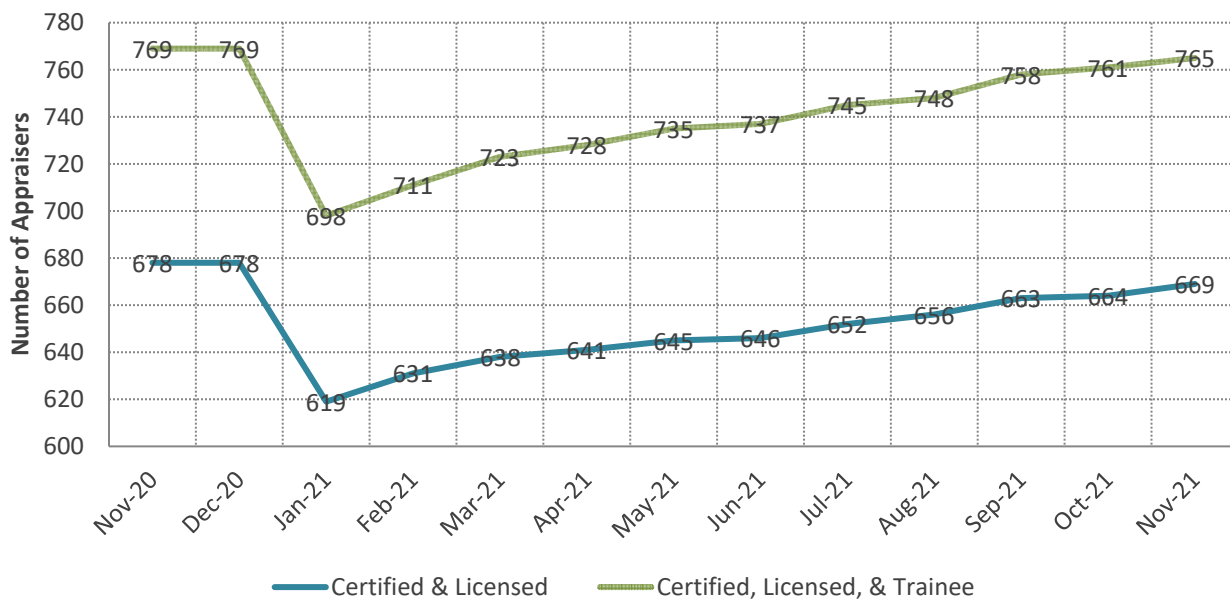
### Total Real Property Appraisers - Five Year Trend



### Real Property Appraisers by Classification - Thirteen Month Trend



### Total Real Property Appraisers - Thirteen Month Trend

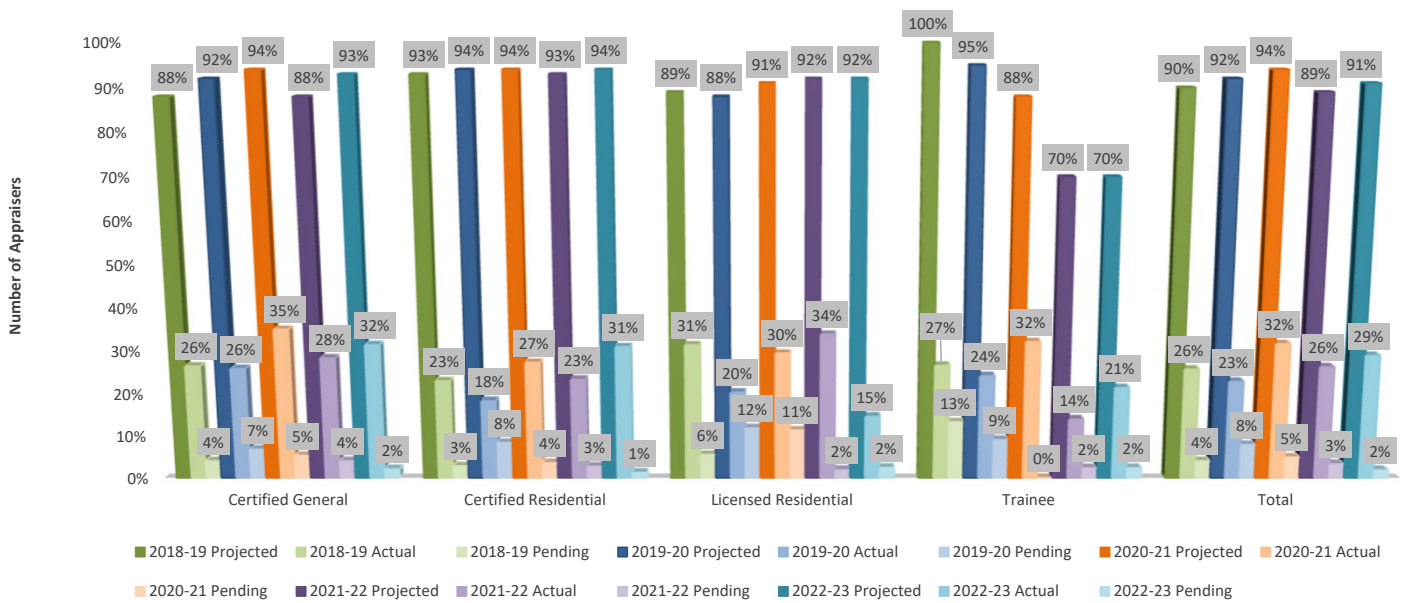




### 2022-23 APPRAISER COUNT RENEWAL REPORT - 11/10/2021

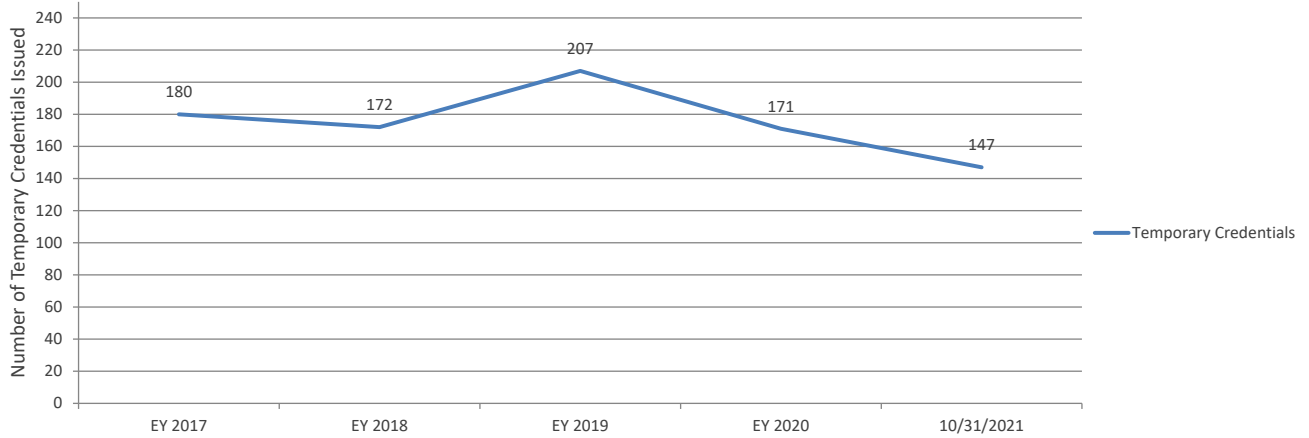


### 2022-23 PERCENTAGE PROJECTIONS/ACTUALS RENEWAL REPORT - 11/10/2021

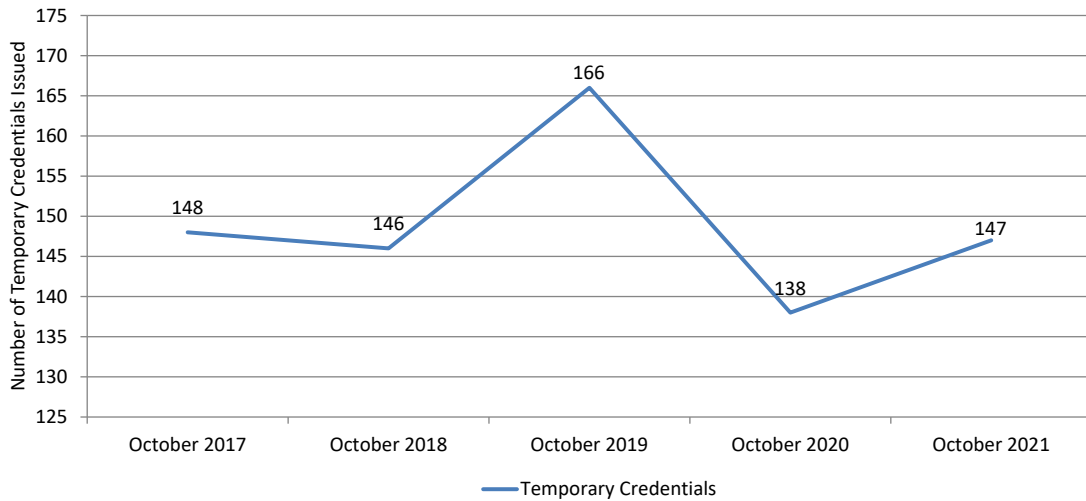


## Temporary Real Property Appraiser Report

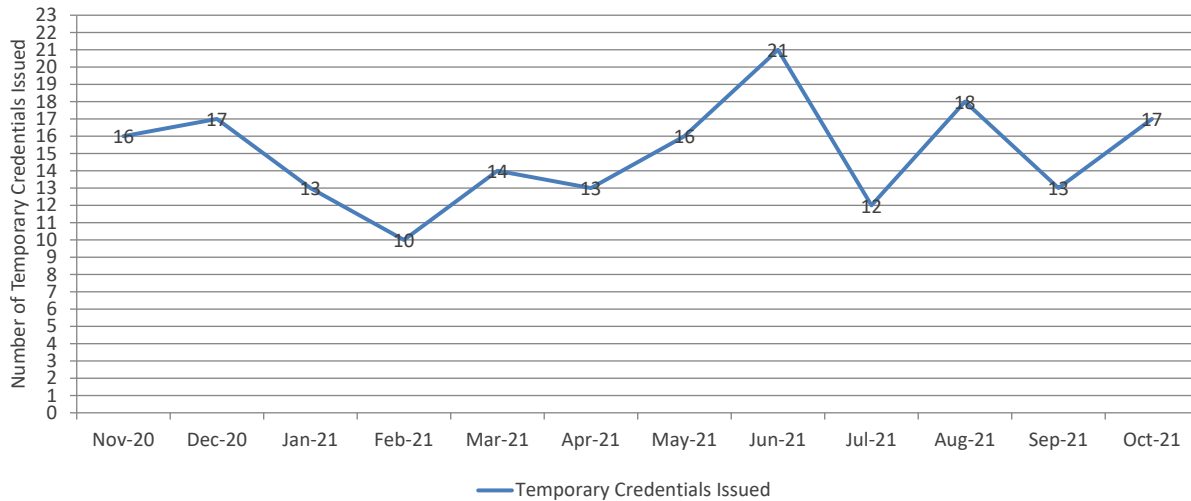
Temporary Real Property Appraiser Credentials Issued by Calendar Year - Five Year Trend



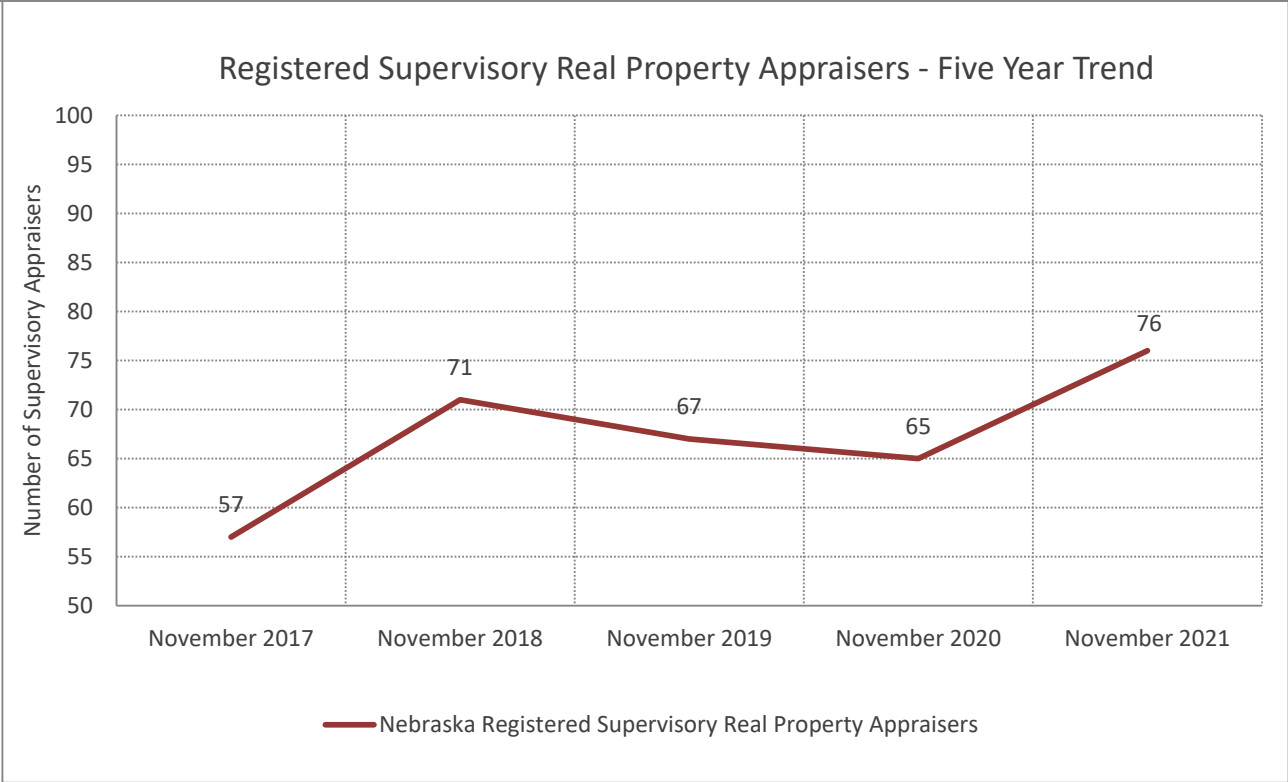
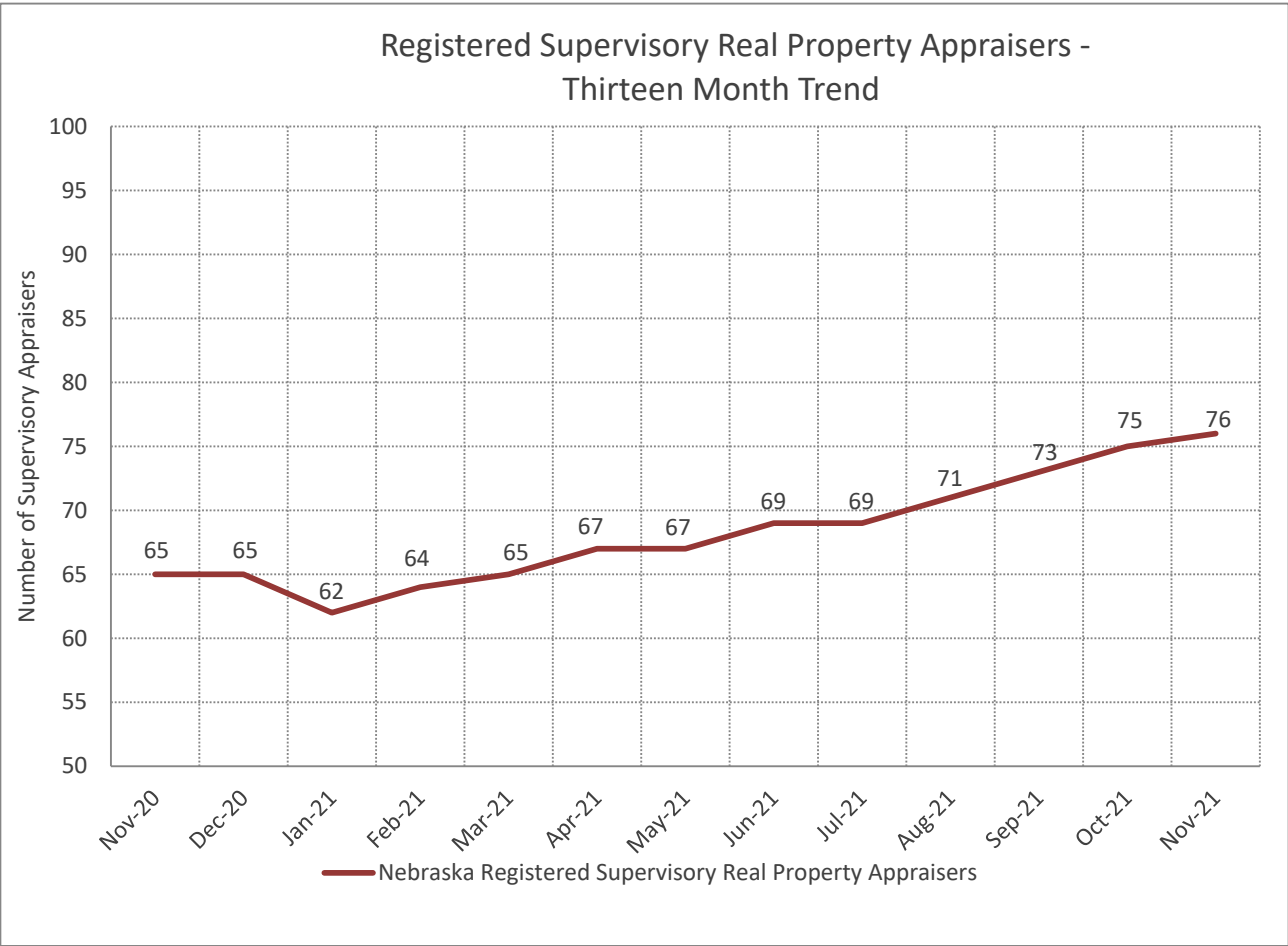
Year-to-date Temporary Real Property Appraiser Credentials Issued - Five Year Trend



Temporary Real Property Appraiser Credentials Issued by Month - Twelve Month Trend

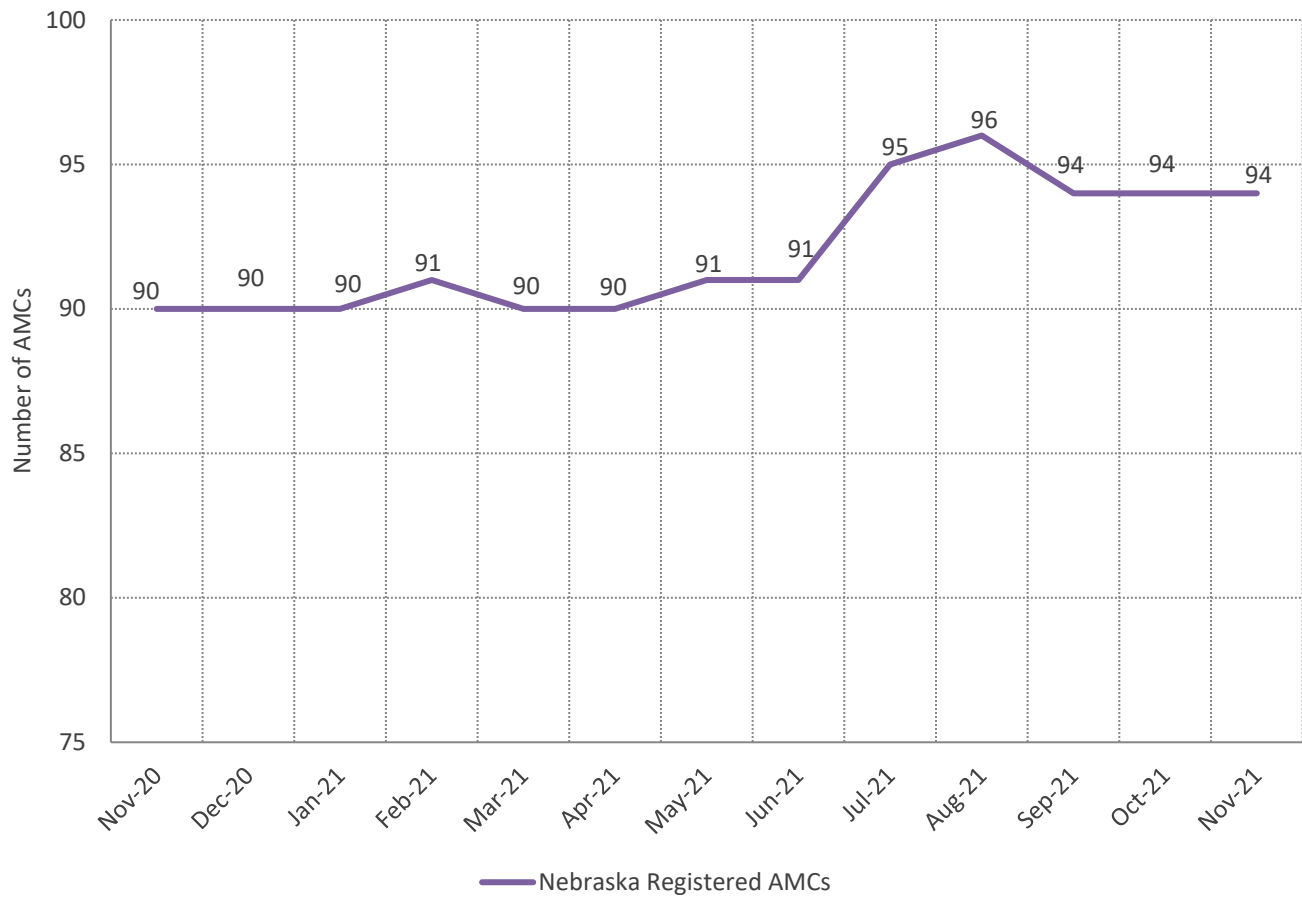


# Supervisory Real Property Appraiser Report

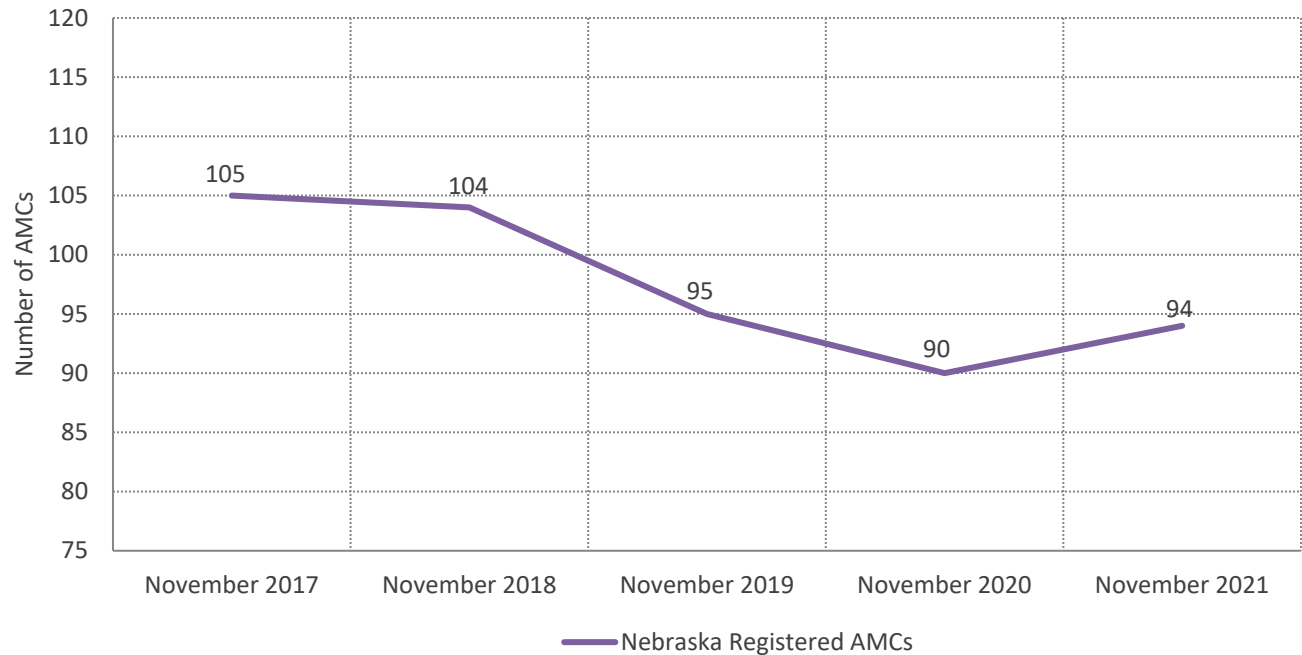


# Appraisal Management Company Report

## Appraisal Management Companies - Thirteen Month Trend



## Appraisal Management Companies - Five Year Trend



# NEBRASKA REAL PROPERTY APPRAISER BOARD

## DIRECTOR APPROVAL OF REAL PROPERTY APPRAISER APPLICANTS

October 6, 2021 – November 8, 2021

<i>New Trainee Real Property Appraisers</i>		
T2021028	Kaci Wozniak	Approved October 14, 2021
<i>New Certified General Real Property Appraisers through Reciprocity</i>		
CG2021019R	James Hodge	Approved October 13, 2021
CG2021021R	Erik Lekberg	Approved October 13, 2021
CG2021022R	Tracey Burke	Approved October 26, 2021
<i>New Certified General Real Property Appraisers through Education, Examination, and Experience</i>		
CG21010	Sibyl Uerling	Approved October 19, 2021 to sit for exam

# NEBRASKA REAL PROPERTY APPRAISER BOARD

## DIRECTOR APPROVAL OF EDUCATION ACTIVITY AND INSTRUCTOR(S) APPLICANTS

October 6, 2021 – November 8, 2021

Provider	Activity Number	Hours	Title	Instructor(s)	Approval Date
<i>New Continuing Education Activities and Instructors</i>					
McKissock, LLC	2222101.03	7	2022-2023 7-hour National USPAP Update Course (Asynchronous)	Dan Bradley	October 16, 2021
	2221101.03	7	2022-2023 7-hour National USPAP Update Course (Classroom)	Robert Abelson Dan Bradley Wally Czekalski Charles Fisher Alexander Gilbert Charles Huntoon Phylicia Lloyd Steve Maher Robert McClelland Larry McMillen Julie Molendorp Tony Pistilli Dan Tosh Steve Vehmeier Josh Walitt	November 2, 2021
<i>New Qualifying Education Activities and Instructors</i>					
Appraisal Institute	1212444.02	15	Synchronous Residential Appraiser Site Valuation and Cost Approach	Lisa Meinczinger	October 15, 2021

**2021-22 Nebraska Real Property Appraiser Board Goals and Objectives**  
**June 16, 2021 Strategic Planning Meeting**

	<b>SHORT TERM GOALS / OBJECTIVES</b>	<b>EXPECTED COMPLETION DATE</b>	<b>STATUS/GOAL MET</b>	<b>LONG TERM GOALS / OBJECTIVES</b>	<b>EXPECTED COMPLETION DATE</b>	<b>NOTES</b>
<b>LAWS, RULES, AND GUIDANCE DOCUMENTS</b>	Work with the Banking Commerce and Insurance Legislative Committee's Legal Counsel to draft a bill to be introduced addressing the changes needed in the Real Property Appraiser Act, which includes but is not limited to the incorporation of PAREA as an alternative to real property appraisal practice experience and removing the limitation that a real property appraiser cannot represent him or herself as a property owner for property tax purposes.	12/31/2021	REQ03236 made available for public review and comment.	Address changes to USPAP, Real Property Appraiser Qualifications Criteria, ASC Policy Statements, AQB CAP Program Guidelines, and Title XI as required.	Ongoing.	
	Remove engagement letter completion date requirement for issuance of a temporary real property appraiser credential from the Real Property Appraiser Act.	12/31/2021	REQ03236 made available for public review and comment.	Harmonize Title 298 with the changes made to the Nebraska Real Property Appraiser Act and Appraisal Management Company Registration Act as needed.	Ongoing.	
	Adopt Title 298 changes to reduce unnecessary regulatory burden and remove barriers to entry into the real property appraiser profession, provide for better clarification and administration, and harmonize Title 298 with the changes made to the Nebraska Real Property Appraiser Act through LB808 in 2020 and LB23 in 2021.	12/31/2021	Adopted draft approved by the Attorney General's Office on September 27, 2021. Sent to the Governor's Policy and Research Office for review on September 29, 2021.	Continue to monitor the effectiveness of regulations to reduce unnecessary regulatory burden, remove barriers to entry into the real property appraiser profession, maintain an effective education program, and provide for better clarification and administration.	Ongoing.	
				Continue to adopt Guidance Documents for public advisement concerning interpretation of statutes and rules, and retire Guidance Documents that are no longer relevant.	Ongoing.	
			Continue to adopt internal procedures as needed to assist with the Board's administration of its programs, and retire internal procedures that are no longer relevant.	Ongoing.		
<b>COMPLIANCE</b>	None			Continue monitoring the effectiveness and efficiency of the Compliance Program.	Ongoing.	
<b>CREDENTIALING AND REGISTRATION</b>	Explore development of a supervisory real property appraiser eligibility list derived from a question on the Application for Renewal of Nebraska Real Property Appraiser Credential.	6/30/2022	Estimate received from CIO on June 24, 2021 (20392-Potential Supervisory Real Property Appraiser List Derived from Application for Renewal of Nebraska Real Property Appraiser Credential Question). Board approved project at July 15, 2021 meeting. No progress made by CIO to date.	Explore opportunities to increase the number of Nebraska resident real property appraisers.	Ongoing.	
	Explore change to testing service provider.	12/31/2021	Contacted Pearson Vue and Prometric. After discussion with TAF, it was discovered that Pearson Vue and PSI are the only approved testing service providers for the national appraiser exam administration. Response from Pearson Vue will be presented to the Board for review when received. Second contact attempt made on August 9, 2021.			
	Limit the disciplinary action reporting requirement to a set number of years based on reasonableness on the applications for credentialing.	12/31/2021	Completed July 15, 2021.			
<b>EDUCATION</b>	None.			None.		
<b>PERSONNEL</b>	None.			Continue updating the policies and procedures documents as needed to ensure compliance with state policy changes, NAPE/ASFCME contract changes, and to address general work environment needs and/or changes.	Ongoing.	
				Continue utilization of two interns to assist with processing real property appraiser renewal applications.	Ongoing.	

**2021-22 Nebraska Real Property Appraiser Board Goals and Objectives  
June 16, 2021 Strategic Planning Meeting**

<b>PUBLIC INFORMATION</b>	Explore addition of a solid or scrolling message screen at the top of the NRPAB website for use to disseminate relevant timely information, such as notices of meetings.	6/30/2022		Encourage development of Memos from the Board and Facebook posts that contain facts of interest to the appraiser community.	Ongoing.
				Continue utilizing the NRPAB website, NRPAB Facebook page, The Nebraska Appraiser, and Memos from the Board to disseminate relevant and important information to the appraisal business community and the general public in a timely manner. This includes information related to state and federal regulations, credentialing and registration requirements, renewal information, education information, Board policies and procedures, and other information that affects the industry.	Ongoing.
				Continue utilization of Memos from the Board to disseminate important information in a timely manner that should not be held for the next release of The Nebraska Appraiser.	Ongoing.
				Continue releasing new issues of The Nebraska Appraiser on a quarterly basis to disseminate important information to the appraisal business community and the general public in an effective and efficient manner.	Ongoing.
				Continue releasing new issues of The Nebraska Appraiser on a quarterly basis to disseminate important information to the appraisal business community and the general public in an effective and efficient manner.	Ongoing.
				Continue to monitor the effectiveness of current NRPAB website, and repair bugs and make improvements and add enhancements needed to address functionality or use.	Ongoing.
				Explore the development and implementation of an updated NRPAB logo.	None.
<b>ADMINISTRATION</b>	Explore the purchase and installation of video equipment and software needed to hold NRPAB meetings by virtual conferencing under the Open Meetings Act.	6/30/2022	Meeting Owl Pro purchased. Ceiling mount and required cable ordered. The cable has been received. Installation to begin by Buildings Division as soon as ceiling mount arrives.	Continue to monitor the effectiveness of current processes and procedures, and update processes and procedures as needed to maintain effectiveness and efficiency of the administration of the Board's programs.	Ongoing.
	Explore use of Federal grant money to pursue development of a translator system between the NRPAB Database and the ASC Federal Registry system.	6/30/2022	Additional request for estimate made to CIO on June 23, 2021 (20397 - Develop API Translator between NRPAB Database and the ASC Federal Registries for Real Property Appraisers and AMCs). No estimate provided by CIO to date. Request for update made on November 2, 2021.	Continue to monitor the effectiveness of current NRPAB database, repair bugs, and make improvements and add enhancements needed to address program or use changes.	Ongoing.
	Explore online AMC renewal application and upgrade to the AMC Interface in the NRPAB Database.	6/30/2022	Additional request for estimate made to CIO on June 23, 2021 (14261 - AMC Renewal Online Application and Interface). No estimate provided by CIO to date. Request for update made on November 2, 2021.	Explore online real property appraiser initial applications (Reciprocity; E,E,&E; Temporary) AMC initial applications, education activity applications, and other services that require payment of a fee.	None.
				Continue to transfer remaining paper files to electronic file format.	Ongoing.
<b>FINANCIALS</b>	None.			None.	



STATE OF NEBRASKA  
Department of Administrative Services  
Accounting Division  
Budget Status Report  
As of 10/31/21

Agency 053 REAL PROPERTY APPRAISER BD  
Division 000 Real Property App Bd  
Program 079 APPRAISER LICENSING

Percent of Time Elapsed = 33.70

ACCOUNT CODE DESCRIPTION	BUDGETED AMOUNT	CURRENT MONTH ACTIVITY	YEAR-TO-DATE ACTUALS	PERCENT OF BUDGET	ENCUMBERANCES	VARIANCE
<b>BUDGETED FUND TYPES - EXPENDITURES</b>						
<b>510000 PERSONAL SERVICES</b>						
511100 PERMANENT SALARIES-WAGES	140,527.00	11,491.73	44,529.81	31.69	430.43	95,566.76
511300 OVERTIME PAYMENTS	1,503.00		221.54	14.74		1,281.46
511600 PER DIEM PAYMENTS	9,100.00	500.00	1,400.00	15.38		7,700.00
511700 EMPLOYEE BONUSES	1,000.00					1,000.00
511800 COMP TIME PAYMENT	1,502.00					1,502.00
512100 VACATION LEAVE EXPENSE	11,267.00	1,252.42	4,591.49	40.75	57.81-	6,733.32
512200 SICK LEAVE EXPENSE	3,136.00		76.94	2.45		3,059.06
512300 HOLIDAY LEAVE EXPENSE	8,154.00		1,264.44	15.51		6,889.56
<b>Personal Services Subtotal</b>	<b>176,189.00</b>	<b>13,244.15</b>	<b>52,084.22</b>	<b>29.56</b>	<b>372.62</b>	<b>123,732.16</b>
515100 RETIREMENT PLANS EXPENSE	12,532.00	954.26	3,795.16	30.28	27.89	8,708.95
515200 FICA EXPENSE	13,479.00	923.82	3,626.99	26.91	19.58	9,832.43
515500 HEALTH INSURANCE EXPENSE	32,903.00	2,741.90	10,967.60	33.33		21,935.40
516300 EMPLOYEE ASSISTANCE PRO	37.08		37.08	100.00		
516500 WORKERS COMP PREMIUMS	1,528.00		1,528.00	100.00		
<b>Major Account 510000 Total</b>	<b>236,668.08</b>	<b>17,864.13</b>	<b>72,039.05</b>	<b>30.44</b>	<b>420.09</b>	<b>164,208.94</b>
<b>520000 OPERATING EXPENSES</b>						
521100 POSTAGE EXPENSE	2,500.00	151.82	1,080.48	43.22		1,419.52
521300 FREIGHT	200.00					200.00
521400 DATA PROCESSING EXPENSE	29,890.00		7,801.91	26.10		22,088.09
521500 PUBLICATION & PRINT EXPENSE	3,000.00		508.84	16.96		2,491.16
521900 AWARDS EXPENSE	150.00					150.00
522100 DUES & SUBSCRIPTION EXPENSE	350.00					350.00
522200 CONFERENCE REGISTRATION	1,080.00		515.00	47.69		565.00
524600 RENT EXPENSE-BUILDINGS	11,279.00	978.70	3,945.91	34.98		7,333.09
524900 RENT EXP-DUPR SURCHARGE	3,859.00	321.59	1,286.36	33.33		2,572.64
527100 REP & MAINT-OFFICE EQUIP	500.00					500.00
531100 OFFICE SUPPLIES EXPENSE	3,200.00		1,131.65	35.36		2,068.35
532100 NON CAPITALIZED EQUIP PU	200.00					200.00
532280 VIDEO EQUIP	300.00				129.30	170.70
533100 HOUSEHOLD & INSTIT EXP	235.00					235.00
534900 MISCELLANEOUS SUPPLIES EXPENSE	50.00					50.00

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Program 079 APPRAISER LICENSING

Percent of Time Elapsed = 33.70

<u>ACCOUNT CODE DESCRIPTION</u>		<u>BUDGETED</u>	<u>CURRENT MONTH</u>	<u>YEAR-TO-DATE</u>	<u>PERCENT OF</u>	<u>ENCUMBERANCES</u>	<u>VARIANCE</u>
		<u>AMOUNT</u>	<u>ACTIVITY</u>	<u>ACTUALS</u>	<u>BUDGET</u>		
541100	ACCTG & AUDITING SERVICES	1,037.00		1,037.00	100.00		
541200	PURCHASING ASSESSMENT	90.00		83.00	92.22		7.00
541500	LEGAL SERVICES EXPENSE	35,000.00	340.00	1,600.00	4.57		33,400.00
541700	LEGAL RELATED EXPENSE	7,000.00		13.50	.19		6,986.50
542100	SOS TEMP SERV-PERSONNEL	7,680.00					7,680.00
547100	EDUCATIONAL SERVICES	1,500.00		38.00	2.53		1,462.00
554900	OTHER CONTRACTUAL SERVICE	40,000.00	2,467.50	8,098.00	20.25		31,902.00
556100	INSURANCE EXPENSE	21.00					21.00
556300	SURETY & NOTARY BONDS	26.00					26.00
559100	OTHER OPERATING EXP	897.92					897.92
<b>Major Account 520000 Total</b>		<b>150,044.92</b>	<b>4,259.61</b>	<b>27,139.65</b>	<b>18.09</b>	<b>129.30</b>	<b>122,775.97</b>
<b>570000 TRAVEL EXPENSES</b>							
571100	BOARD & LODGING	4,650.00	304.07	880.07	18.93		3,769.93
571600	MEALS-NOT TRAVEL STATUS	100.00					100.00
571800	TAXABLE TRAVEL EXPENSES	1,771.00		211.78	11.96		1,559.22
572100	COMMERCIAL TRANSPORTATION	1,950.00					1,950.00
573100	STATE-OWNED TRANSPORT	200.00					200.00
574500	PERSONAL VEHICLE MILEAGE	9,136.00	136.64	1,218.56	13.34		7,917.44
575100	MISC TRAVEL EXPENSES	966.00	7.50	75.00	7.76		891.00
<b>Major Account 570000 Total</b>		<b>18,773.00</b>	<b>448.21</b>	<b>2,385.41</b>	<b>12.71</b>	<b>0.00</b>	<b>16,387.59</b>
<b>BUDGETED EXPENDITURES TOTAL</b>		<b>405,486.00</b>	<b>22,571.95</b>	<b>101,564.11</b>	<b>25.05</b>	<b>549.39</b>	<b>303,372.50</b>

SUMMARY BY FUND TYPE - EXPENDITURES

2	CASH FUNDS	405,486.00	22,571.95	101,564.11	25.05	549.39	303,372.50
<b>BUDGETED EXPENDITURES TOTAL</b>		<b>405,486.00</b>	<b>22,571.95</b>	<b>101,564.11</b>	<b>25.05</b>	<b>549.39</b>	<b>303,372.50</b>

BUDGETED FUND TYPES - REVENUES

**470000 REVENUE - SALES AND CHARGES**

471100	SALE OF SERVICES	350.00-		50.00-	14.29		300.00-
471120	QUALIFYING ED COURSE FEES	750.00-	50.00-	350.00-	46.67		400.00-
471121	CONTINUING ED NEW FEES	1,250.00-	100.00-	300.00-	24.00		950.00-
471122	CONTINUING ED RENEWAL FEES	100.00-		60.00-	60.00		40.00-

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Program 079 APPRAISER LICENSING

Percent of Time Elapsed = 33.70

	BUDGETED	CURRENT MONTH	YEAR-TO-DATE	PERCENT OF		
ACCOUNT CODE DESCRIPTION	AMOUNT	ACTIVITY	ACTUALS	BUDGET	ENCUMBERANCES	VARIANCE
475150 CERTIFIED GENERAL NEW FEES	7,500.00-	1,505.00-	3,605.00-	48.07		3,895.00-
475151 LICENSED NEW FEES	300.00-		300.00-	100.00		
475152 FINGERPRINT FEES	2,580.00-	181.00-	1,267.00-	49.11		1,313.00-
475153 CERTIFIED RESIDENTIAL NEW	2,400.00-		1,200.00-	50.00		1,200.00-
475154 CERTIFIED GENERAL RENEWAL	80,025.00-	10,175.00-	22,000.00-	27.49		58,025.00-
475155 LICENSED RENEWAL	11,000.00-	825.00-	825.00-	7.50		10,175.00-
475156 FINGERPRINT AUDIT PROGRAM FEES	2,900.00-	370.00-	745.00-	25.69		2,155.00-
475157 CERTIFIED RESIDENTIAL RENEWAL	50,875.00-	8,250.00-	13,750.00-	27.03		37,125.00-
475161 TEMPORARY CERTIFIED GENERAL	9,000.00-	900.00-	3,050.00-	33.89		5,950.00-
475163 AMC REGISTERED NEW FEES	12,000.00-		8,000.00-	66.67		4,000.00-
475164 AMC APPLICATION FEES	2,100.00-		1,050.00-	50.00		1,050.00-
475165 AMC REGISTERED RENEWAL	126,000.00-	9,000.00-	27,000.00-	21.43		99,000.00-
475167 CERTIFIED RESIDENTIAL INACTIVE	300.00-					300.00-
475168 CERTIFIED GENERAL INACTIVE	300.00-					300.00-
475234 APPLICATION FEES	26,550.00-	2,400.00-	10,400.00-	39.17		16,150.00-
476101 LATE PROCESSING FEES	5,000.00-					5,000.00-
<b>Major Account 470000 Total</b>	<b>341,280.00-</b>	<b>33,756.00-</b>	<b>93,952.00-</b>	<b>27.53</b>	<b>0.00</b>	<b>247,328.00-</b>
<b>480000 REVENUE - MISCELLANEOUS</b>						
481100 INVESTMENT INCOME	6,250.00-	894.60-	3,320.16-	53.12		2,929.84-
481101 AMC INVESTMENT INCOME	5,750.00-					5,750.00-
484500 REIMB NON-GOVT SOURCES		109.14	64.45-			64.45
<b>Major Account 480000 Total</b>	<b>12,000.00-</b>	<b>785.46-</b>	<b>3,384.61-</b>	<b>28.21</b>	<b>0.00</b>	<b>8,615.39-</b>
<b>BUDGETED REVENUE TOTAL</b>	<b>353,280.00-</b>	<b>34,541.46-</b>	<b>97,336.61-</b>	<b>27.55</b>	<b>0.00</b>	<b>255,943.39-</b>
<b>SUMMARY BY FUND TYPE - REVENUE</b>						
2 CASH FUNDS	353,280.00-	34,541.46-	97,336.61-	27.55		255,943.39-
<b>BUDGETED REVENUE TOTAL</b>	<b>353,280.00-</b>	<b>34,541.46-</b>	<b>97,336.61-</b>	<b>27.55</b>	<b>0.00</b>	<b>255,943.39-</b>

Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
25310	079	000	53105018.471120.		411522	10/06/21	RC	RB	NRPAB DEPOSIT 211006	6490477		50.00-
Total for Object			471120	QUALIFYING ED COURSE FEES								50.00-
25310	079	000	53105018.471121.		411522	10/06/21	RC	RB	NRPAB DEPOSIT 211006	6490477		25.00-
25310	079	000	53105018.471121.		412187	10/12/21	RC	RB	NRPAB DEPOSIT 211012	6495339		25.00-
25310	079	000	53105018.471121.		414573	10/26/21	RC	RB	NRPAB DEPOSIT 211026	6508787		50.00-
Total for Object			471121	CONTINUING ED NEW FEES								100.00-
25310	079	000	53105018.475150.		411028	10/04/21	RC	RB	NRPAB DEPOSIT 211004	6487451		305.00-
25310	079	000	53105018.475150.		411208	10/05/21	RC	RB	NRPAB DEPOSIT 211005	6489126		300.00-
25310	079	000	53105018.475150.		413400	10/19/21	RC	RB	NRPAB DEPOSIT 211019	6502072		300.00-
25310	079	000	53105018.475150.		413734	10/20/21	RC	RB	NRPAB DEPOSIT 211020	6503782		300.00-
25310	079	000	53105018.475150.		414121	10/22/21	RC	RB	NRPAB DEPOSIT 211022	6506413		300.00-
Total for Object			475150	CERTIFIED GENERAL NEW FEES								1,505.00-
25310	079	000	53105018.475152.		411028	10/04/21	RC	RB	NRPAB DEPOSIT 211004	6487451		45.25-
25310	079	000	53105018.475152.		412714	10/14/21	RC	RB	NRPAB DEPOSIT 211014	6497932		90.50-
25310	079	000	53105018.475152.		413973	10/21/21	RC	RB	NRPAB DEPOSIT 211021	6504744		45.25-
Total for Object			475152	FINGERPRINT FEES								181.00-
25310	079	000	53105018.475154.		411106	10/01/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211001	6486996		550.00-
25310	079	000	53105018.475154.		411248	10/04/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211004	6488199		550.00-
25310	079	000	53105018.475154.		412753	10/13/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211013	6497440		550.00-
25310	079	000	53105018.475154.		413089	10/14/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211014	6498679		550.00-
25310	079	000	53105018.475154.		413353	10/15/21	RC	RB	NRPAB RENEW EFW DEPOSIT 201015	6500291		1,375.00-
25310	079	000	53105018.475154.		413395	10/19/21	RC	RB	NRPAB RENEWALS DEPOSIT 211019	6502146		1,100.00-
25310	079	000	53105018.475154.		413775	10/19/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211019	6502888		275.00-
25310	079	000	53105018.475154.		413734	10/20/21	RC	RB	NRPAB DEPOSIT 211020	6503782		550.00-
25310	079	000	53105018.475154.		414076	10/20/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211020	6504167		275.00-
25310	079	000	53105018.475154.		414182	10/21/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211021	6505500		1,100.00-
25310	079	000	53105018.475154.		414121	10/22/21	RC	RB	NRPAB DEPOSIT 211022	6506413		275.00-
25310	079	000	53105018.475154.		414407	10/22/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211022	6507051		550.00-
25310	079	000	53105018.475154.		414980	10/26/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211026	6509524		550.00-
25310	079	000	53105018.475154.		414894	10/27/21	RC	RB	NRPAB RENEWALS DEPOSIT 211027	6509995		275.00-
25310	079	000	53105018.475154.		415519	10/28/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211028	6512029		1,375.00-
25310	079	000	53105018.475154.		415410	10/29/21	RC	RB	NRPAB RENEWAL DEPOSIT 211029	6512708		275.00-
Total for Object			475154	CERTIFIED GENERAL RENEWAL								10,175.00-
25310	079	000	53105018.475155.		413353	10/15/21	RC	RB	NRPAB RENEW EFW DEPOSIT 201015	6500291		375.00-

Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
25310	079	000	53105018.475155.		414407	10/22/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211022	6507051		275.00-
25310	079	000	53105018.475155.		414370	10/25/21	RC	RB	NRPAB DEPOSIT 211025	6507502		275.00-
Total for Object			475155 LICENSED RENEWAL									825.00-
25310	079	000	53105018.475156.		411106	10/01/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211001	6486996		10.00-
25310	079	000	53105018.475156.		411248	10/04/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211004	6488199		40.00-
25310	079	000	53105018.475156.		411208	10/05/21	RC	RB	NRPAB DEPOSIT 211005	6489126		20.00-
25310	079	000	53105018.475156.		411525	10/05/21	RC	RB	NRPAB RENEW EFW DEPOSIT 201005	6489763		5.00-
25310	079	000	53105018.475156.		412248	10/08/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211008	6494656		15.00-
25310	079	000	53105018.475156.		412200	10/12/21	RC	RB	NRPAB RENEWALS DEPOSIT 211012	6495308		10.00-
25310	079	000	53105018.475156.		412753	10/13/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211013	6497440		20.00-
25310	079	000	53105018.475156.		413089	10/14/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211014	6498679		15.00-
25310	079	000	53105018.475156.		412988	10/15/21	RC	RB	NRPAB RENEWALS DEPOSIT 211015	6499528		10.00-
25310	079	000	53105018.475156.		413353	10/15/21	RC	RB	NRPAB RENEW EFW DEPOSIT 201015	6500291		35.00-
25310	079	000	53105018.475156.		413395	10/19/21	RC	RB	NRPAB RENEWALS DEPOSIT 211019	6502146		20.00-
25310	079	000	53105018.475156.		413775	10/19/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211019	6502888		10.00-
25310	079	000	53105018.475156.		413734	10/20/21	RC	RB	NRPAB DEPOSIT 211020	6503782		10.00-
25310	079	000	53105018.475156.		414076	10/20/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211020	6504167		5.00-
25310	079	000	53105018.475156.		413973	10/21/21	RC	RB	NRPAB DEPOSIT 211021	6504744		5.00-
25310	079	000	53105018.475156.		414182	10/21/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211021	6505500		20.00-
25310	079	000	53105018.475156.		414121	10/22/21	RC	RB	NRPAB DEPOSIT 211022	6506413		5.00-
25310	079	000	53105018.475156.		414407	10/22/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211022	6507051		15.00-
25310	079	000	53105018.475156.		414370	10/25/21	RC	RB	NRPAB DEPOSIT 211025	6507502		5.00-
25310	079	000	53105018.475156.		414573	10/26/21	RC	RB	NRPAB DEPOSIT 211026	6508787		10.00-
25310	079	000	53105018.475156.		414980	10/26/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211026	6509524		10.00-
25310	079	000	53105018.475156.		414894	10/27/21	RC	RB	NRPAB RENEWALS DEPOSIT 211027	6509995		5.00-
25310	079	000	53105018.475156.		415519	10/28/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211028	6512029		45.00-
25310	079	000	53105018.475156.		415410	10/29/21	RC	RB	NRPAB RENEWAL DEPOSIT 211029	6512708		25.00-
Total for Object			475156 FINGERPRINT AUDIT PROGRAM FEES									370.00-
25310	079	000	53105018.475157.		411248	10/04/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211004	6488199		1,100.00-
25310	079	000	53105018.475157.		411208	10/05/21	RC	RB	NRPAB DEPOSIT 211005	6489126		550.00-
25310	079	000	53105018.475157.		411525	10/05/21	RC	RB	NRPAB RENEW EFW DEPOSIT 201005	6489763		275.00-
25310	079	000	53105018.475157.		412248	10/08/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211008	6494656		825.00-
25310	079	000	53105018.475157.		412200	10/12/21	RC	RB	NRPAB RENEWALS DEPOSIT 211012	6495308		550.00-
25310	079	000	53105018.475157.		412753	10/13/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211013	6497440		550.00-
25310	079	000	53105018.475157.		413089	10/14/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211014	6498679		275.00-
25310	079	000	53105018.475157.		412988	10/15/21	RC	RB	NRPAB RENEWALS DEPOSIT 211015	6499528		550.00-
25310	079	000	53105018.475157.		413353	10/15/21	RC	RB	NRPAB RENEW EFW DEPOSIT 201015	6500291		375.00-

Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date	
25310	079	000	53105018.475157.		413775	10/19/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211019	6502888		275.00-	
25310	079	000	53105018.475157.		413973	10/21/21	RC	RB	NRPAB DEPOSIT 211021	6504744		275.00-	
25310	079	000	53105018.475157.		414573	10/26/21	RC	RB	NRPAB DEPOSIT 211026	6508787		550.00-	
25310	079	000	53105018.475157.		415519	10/28/21	RC	RB	NRPAB RENEW EFW DEPOSIT 211028	6512029		1,100.00-	
25310	079	000	53105018.475157.		415410	10/29/21	RC	RB	NRPAB RENEWAL DEPOSIT 211029	6512708		1,100.00-	
Total for Object			475157	CERTIFIED RESIDENTIAL RENEWAL									8,250.00-
25310	079	000	53105018.475161.		411028	10/04/21	RC	RB	NRPAB DEPOSIT 211004	6487451		50.00-	
25310	079	000	53105018.475161.		411730	10/07/21	RC	RB	NRPAB DEPOSIT 211007	6492159		50.00-	
25310	079	000	53105018.475161.		412187	10/12/21	RC	RB	NRPAB DEPOSIT 211012	6495339		350.00-	
25310	079	000	53105018.475161.		412714	10/14/21	RC	RB	NRPAB DEPOSIT 211014	6497932		100.00-	
25310	079	000	53105018.475161.		413400	10/19/21	RC	RB	NRPAB DEPOSIT 211019	6502072		300.00-	
25310	079	000	53105018.475161.		414370	10/25/21	RC	RB	NRPAB DEPOSIT 211025	6507502		50.00-	
Total for Object			475161	TEMPORARY CERTIFIED GENERAL									900.00-
25310	079	000	53105018.475234.		411028	10/04/21	RC	RB	NRPAB DEPOSIT 211004	6487451		250.00-	
25310	079	000	53105018.475234.		411730	10/07/21	RC	RB	NRPAB DEPOSIT 211007	6492159		100.00-	
25310	079	000	53105018.475234.		412187	10/12/21	RC	RB	NRPAB DEPOSIT 211012	6495339		700.00-	
25310	079	000	53105018.475234.		412714	10/14/21	RC	RB	NRPAB DEPOSIT 211014	6497932		500.00-	
25310	079	000	53105018.475234.		413400	10/19/21	RC	RB	NRPAB DEPOSIT 211019	6502072		600.00-	
25310	079	000	53105018.475234.		413973	10/21/21	RC	RB	NRPAB DEPOSIT 211021	6504744		150.00-	
25310	079	000	53105018.475234.		414370	10/25/21	RC	RB	NRPAB DEPOSIT 211025	6507502		100.00-	
Total for Object			475234	APPLICATION FEES									2,400.00-
25310	079	000	53105018.481100.		16853049	10/25/21	JE	G	OIP September 2021 1.58367%	6508655		480.53-	
Total for Object			481100	INVESTMENT INCOME									480.53-
25310	079	000	53105018.484500.		16756631	10/05/21	JE	G	REAL PROP APP BD- UP	6490123		100.00	
25310	079	000	53105018.484500.		16880760	10/28/21	JE	G	P Card Rebate 3rd Qtr 2021	6513051		15.86-	
Total for Object			484500	REIMB NON-GOVT SOURCES									84.14
25310	079	000	53105018.511100.		3159997	10/06/21	T2	7	PAYROLL LABOR DISTRIBUTION	6482393		4,045.85	
25310	079	000	53105018.511100.		3160177	10/20/21	T2	7	PAYROLL LABOR DISTRIBUTION	6496395		3,423.78	
Total for Object			511100	PERMANENT SALARIES-WAGES									7,469.63
25310	079	000	53105018.511600.		3159997	10/06/21	T2	7	PAYROLL LABOR DISTRIBUTION	6482393		325.00	
Total for Object			511600	PER DIEM PAYMENTS									325.00
25310	079	000	53105018.512100.		3159997	10/06/21	T2	7	PAYROLL LABOR DISTRIBUTION	6482393			

Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
25310	079	000	53105018.512100.		3160177	10/20/21	T2	7	PAYROLL LABOR DISTRIBUTION	6496395		718.07
			512100 VACATION LEAVE EXPENSE									814.07
<b>Total for Object</b>												
25310	079	000	53105018.515100.		3159998	10/06/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6482393		310.14
25310	079	000	53105018.515100.		3160178	10/20/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6496395		310.12
			515100 RETIREMENT PLANS EXPENSE									620.26
<b>Total for Object</b>												
25310	079	000	53105018.515200.		3159998	10/06/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6482393		312.68
25310	079	000	53105018.515200.		3160178	10/20/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6496395		287.81
			515200 FICA EXPENSE									600.49
<b>Total for Object</b>												
25310	079	000	53105018.515500.		3159998	10/06/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6482393		891.12
25310	079	000	53105018.515500.		3160178	10/20/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6496395		891.11
			515500 HEALTH INSURANCE EXPENSE									1,782.23
<b>Total for Object</b>												
25310	079	000	53105018.521100.		16802457	10/14/21	JE	G	POSTAGE 20210901 - 20210930	6499630		.93
25310	079	000	53105018.521100.		16816083	10/18/21	JE	G	POSTAGE DUE SEP 2021	6501492		150.89
25310	079	000	53105018.521100.		16844010	10/21/21	JE	G	NRPAB POSTAGE SEP 2021	6506601		53.14-
			521100 POSTAGE EXPENSE									98.68
<b>Total for Object</b>												
25310	079	000	53105018.524600.		16741493	10/07/21	JE	G	RENT & LB530 OCT 2021-OTHER	6485890		939.94
25310	079	000	53105018.524600.		48042719	10/21/21	PV	V	SECRETARY OF STATE	6506624		25.19
25310	079	000	53105018.524600.		16844023	10/21/21	JE	G	NRPAB RENT OCT 2021	6506699		328.98-
			524600 RENT EXPENSE-BUILDINGS									636.15
<b>Total for Object</b>												
25310	079	000	53105018.524900.		16741493	10/07/21	JE	G	RENT & LB530 OCT 2021-OTHER	6485890		321.59
25310	079	000	53105018.524900.		16844023	10/21/21	JE	G	NRPAB RENT OCT 2021	6506699		112.56-
			524900 RENT EXP-DEPR SURCHARGE									209.03
<b>Total for Object</b>												
25310	079	000	53105018.539500.		47961290	10/04/21	PC	V	Purchase Card Offset	6488317		304.07
25310	079	000	53105018.539500.		16751944	10/04/21	J1	G	PURCHASE CARD TRANSACTION	6488389		304.07-
			539500 PURCHASING CARD SUSPENSE									
<b>Total for Object</b>												
25310	079	000	53105018.541500.		48042734	10/21/21	PV	V	BLAKE AUSTIN LAW FIRM LLP	6506684		340.00
			541500 LEGAL SERVICES EXPENSE									340.00
<b>Total for Object</b>												
25310	079	000	53105018.554900.		47961549	10/04/21	PV	V	MALONE, DAVID F	6488616		750.00
25310	079	000	53105018.554900.		48042777	10/21/21	PV	V	TABOR, MARILYN	6506740		812.50
25310	079	000	53105018.554900.		48042795	10/21/21	PV	V	PATROL, NEBRASKA STATE	6506751		769.75

Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
Total for Object			554900	OTHER CONTRACTUAL SERVICES								2,331.75
25310	079	000	53105018.571100.		16751944	10/04/21	J1	G	PURCHASE CARD TRANSACTION	6488389		62.40
25310	079	000	53105018.571100.		16751944	10/04/21	J1	G	PURCHASE CARD TRANSACTION	6488389		72.85
25310	079	000	53105018.571100.		16751944	10/04/21	J1	G	PURCHASE CARD TRANSACTION	6488389		62.40
Total for Object			571100	LODGING								197.65
25310	079	000	53105018.574500.		47939547	10/01/21	PV	V	WALKENHORST, WADE	6484410		4.37
25310	079	000	53105018.574500.		48042807	10/21/21	PV	V	MUSTOE, CHRISTOPHER M	6506770		84.45
Total for Object			574500	PERSONAL VEHICLE MILEAGE								88.82
25310	079	000	53105018.575100.		47939547	10/01/21	PV	V	WALKENHORST, WADE	6484410		.81
25310	079	000	53105018.575100.		48042807	10/21/21	PV	V	MUSTOE, CHRISTOPHER M	6506770		4.06
Total for Object			575100	MISC TRAVEL EXPENSE								4.87
Total for Business Unit			53105018	NE REAL PROPERTY APPRAISER								9,633.76-
25320	079	000	53105200.475165.		411536	10/06/21	RC	RB	NRPAB AMC DEPOSIT 211006	6490459		1,500.00-
25320	079	000	53105200.475165.		412186	10/12/21	RC	RB	NRPAB AMC DEPOSIT 211012	6495355		1,500.00-
25320	079	000	53105200.475165.		412989	10/15/21	RC	RB	NRPAB AMC DEPOSIT 211015	6499549		1,500.00-
25320	079	000	53105200.475165.		413396	10/19/21	RC	RB	NRPAB AMC DEPOSIT 211019	6502204		1,500.00-
25320	079	000	53105200.475165.		414371	10/25/21	RC	RB	NRPAB AMC DEPOSIT 211025	6507507		1,500.00-
25320	079	000	53105200.475165.		414895	10/27/21	RC	RB	NRPAB AMC DEPOSIT 211027	6510001		1,500.00-
Total for Object			475165	AMC REGISTERED RENEWAL								9,000.00-
25320	079	000	53105200.481100.		16853049	10/25/21	JE	G	OIP September 2021 1.58367%	6508655		414.07-
Total for Object			481100	INVESTMENT INCOME								414.07-
25320	079	000	53105200.484500.		16756631	10/05/21	JE	G	REAL PROP APP BD- UP	6490123		25.00
Total for Object			484500	REIMB NON-COVT SOURCES								25.00
25320	079	000	53105200.511100.		3159997	10/06/21	T2	7	PAYROLL LABOR DISTRIBUTION	6482393		2,178.53
25320	079	000	53105200.511100.		3160177	10/20/21	T2	7	PAYROLL LABOR DISTRIBUTION	6496395		1,843.57
Total for Object			511100	PERMANENT SALARIES-WAGES								4,022.10
25320	079	000	53105200.511600.		3159997	10/06/21	T2	7	PAYROLL LABOR DISTRIBUTION	6482393		175.00
Total for Object			511600	PER DIEM PAYMENTS								175.00
25320	079	000	53105200.512100.		3159997	10/06/21	T2	7	PAYROLL LABOR DISTRIBUTION	6482393		



R5509168M  
 NIS0003  
 Agency 053  
 Division 000  
 Grant

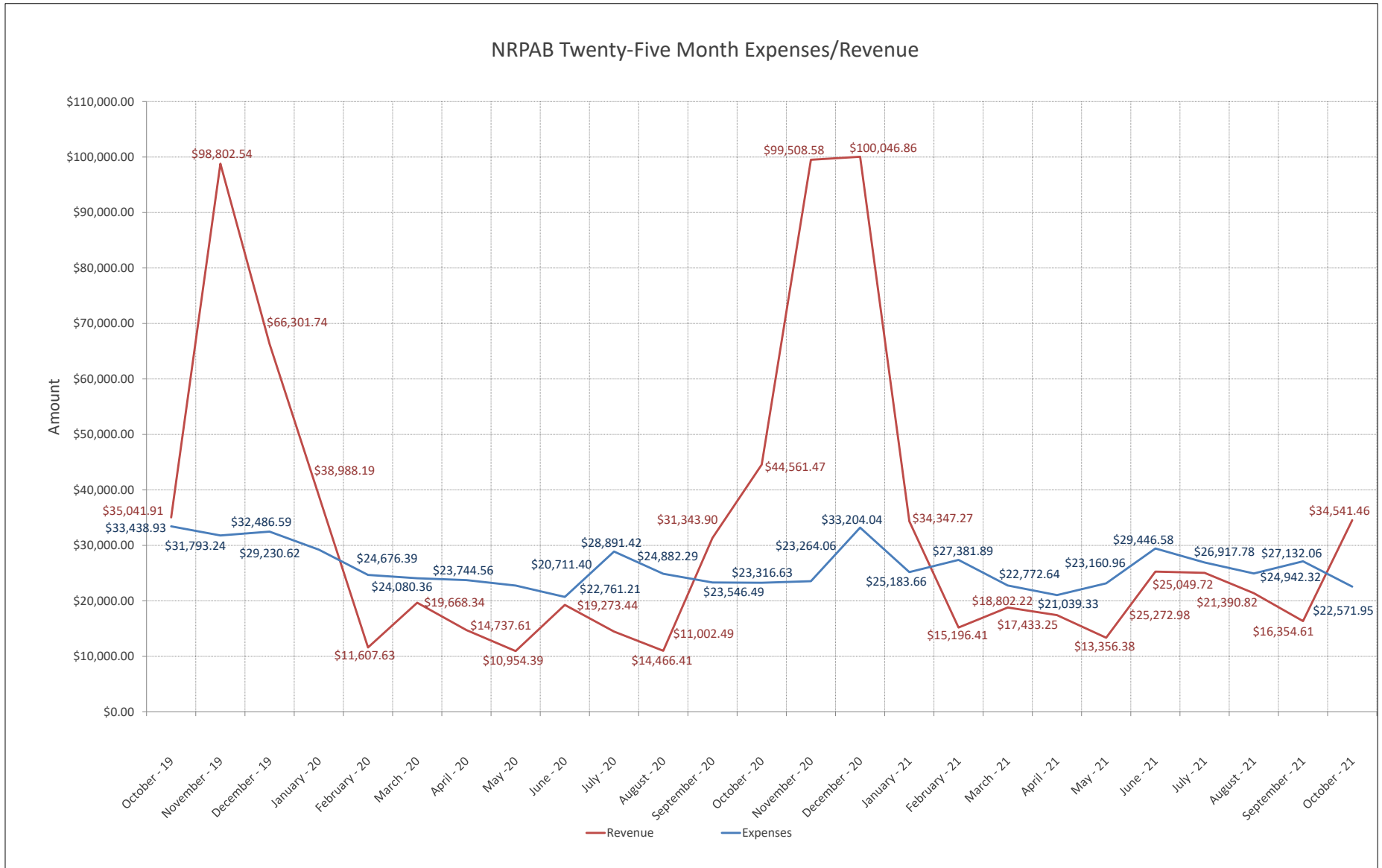
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 AGENCY DEFINED DIVISION

STATE OF NEBRASKA  
 MTD General Ledger Detail  
 All Objects  
 As of 10/31/21

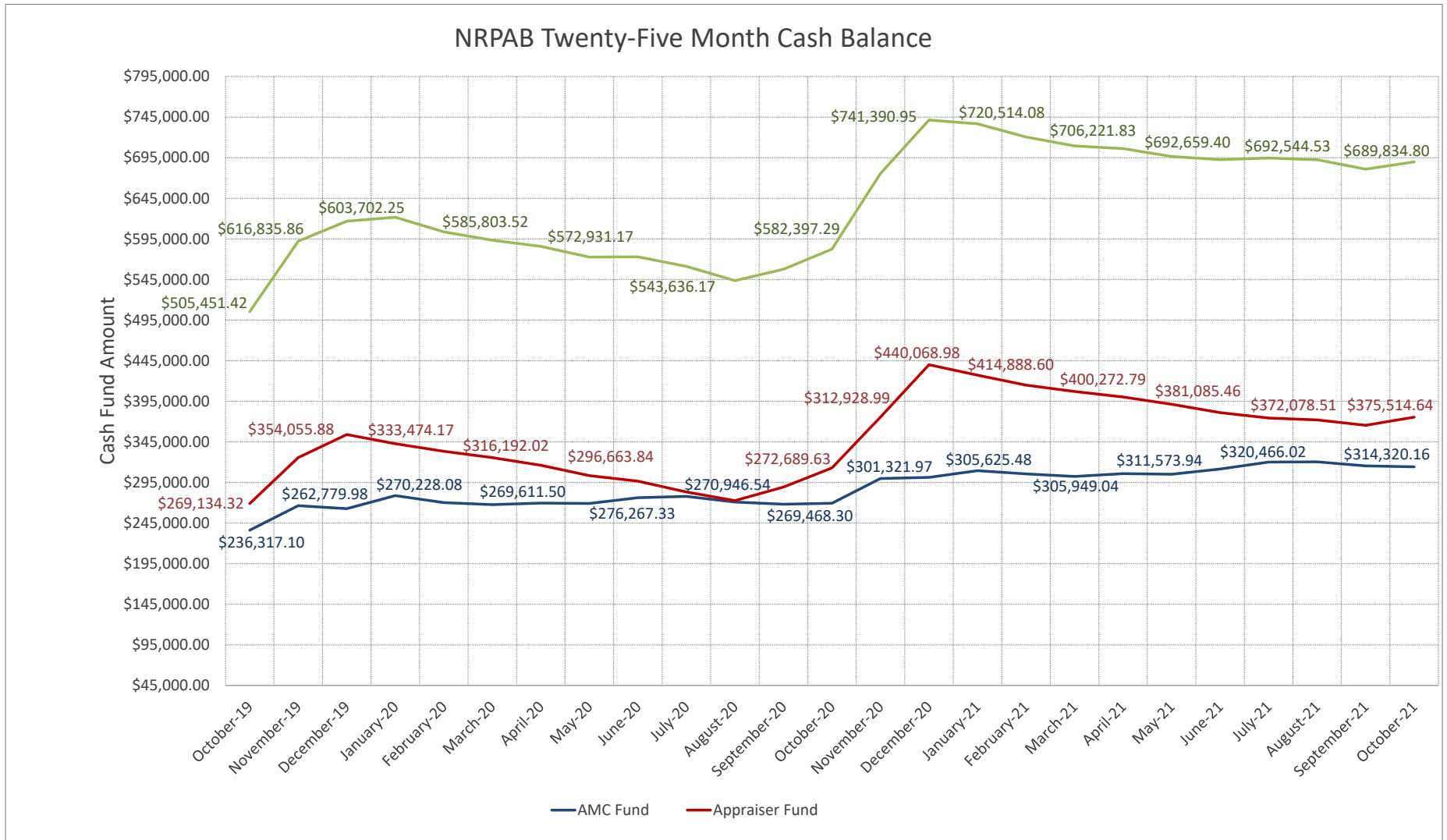
Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
25320	079	000	53105200.512100.		3160177	10/20/21	T2	7	PAYROLL LABOR DISTRIBUTION	6496395		386.66
Total for Object			512100 VACATION LEAVE EXPENSE									438.35
25320	079	000	53105200.515100.		3159998	10/06/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6482393		166.99
25320	079	000	53105200.515100.		3160178	10/20/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6496395		167.01
Total for Object			515100 RETIREMENT PLANS EXPENSE									334.00
25320	079	000	53105200.515200.		3159998	10/06/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6482393		168.35
25320	079	000	53105200.515200.		3160178	10/20/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6496395		154.98
Total for Object			515200 FICA EXPENSE									323.33
25320	079	000	53105200.515500.		3159998	10/06/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6482393		479.83
25320	079	000	53105200.515500.		3160178	10/20/21	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	6496395		479.84
Total for Object			515500 HEALTH INSURANCE EXPENSE									959.67
25320	079	000	53105200.521100.		16844010	10/21/21	JE	G	NRPAB POSTAGE SEP 2021	6506601		53.14
Total for Object			521100 POSTAGE EXPENSE									53.14
25320	079	000	53105200.524600.		48042719	10/21/21	PV	V	SECRETARY OF STATE	6506624		13.57
25320	079	000	53105200.524600.		16844023	10/21/21	JE	G	NRPAB RENT OCT 2021	6506699		328.98
Total for Object			524600 RENT EXPENSE-BUILDINGS									342.55
25320	079	000	53105200.524900.		16844023	10/21/21	JE	G	NRPAB RENT OCT 2021	6506699		112.56
Total for Object			524900 RENT EXP-DEPR SURCHARGE									112.56
25320	079	000	53105200.554900.		48042795	10/21/21	PV	V	PATROL, NEBRASKA STATE	6506751		135.75
Total for Object			554900 OTHER CONTRACTUAL SERVICES									135.75
25320	079	000	53105200.571100.		16751944	10/04/21	J1	G	PURCHASE CARD TRANSACTION	6488389		33.60
25320	079	000	53105200.571100.		16751944	10/04/21	J1	G	PURCHASE CARD TRANSACTION	6488389		39.22
25320	079	000	53105200.571100.		16751944	10/04/21	J1	G	PURCHASE CARD TRANSACTION	6488389		33.60
Total for Object			571100 LODGING									106.42
25320	079	000	53105200.574500.		47939547	10/01/21	PV	V	WALKENHORST, WADE	6484410		2.35
25320	079	000	53105200.574500.		48042807	10/21/21	PV	V	MUSTOE, CHRISTOPHER M	6506770		45.47
Total for Object			574500 PERSONAL VEHICLE MILEAGE									47.82
25320	079	000	53105200.575100.		47939547	10/01/21	PV	V	WALKENHORST, WADE	6484410		.44
25320	079	000	53105200.575100.		48042807	10/21/21	PV	V	MUSTOE, CHRISTOPHER M	6506770		

Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
Total for Object			575100	MISC TRAVEL EXPENSE								2.63
Total for Business Unit		53105200	AMC LICENSING									2,335.75-
Total for Division		000										11,969.51-
Total for Agency		053	REAL PROPERTY APPRAISER BD									11,969.51-

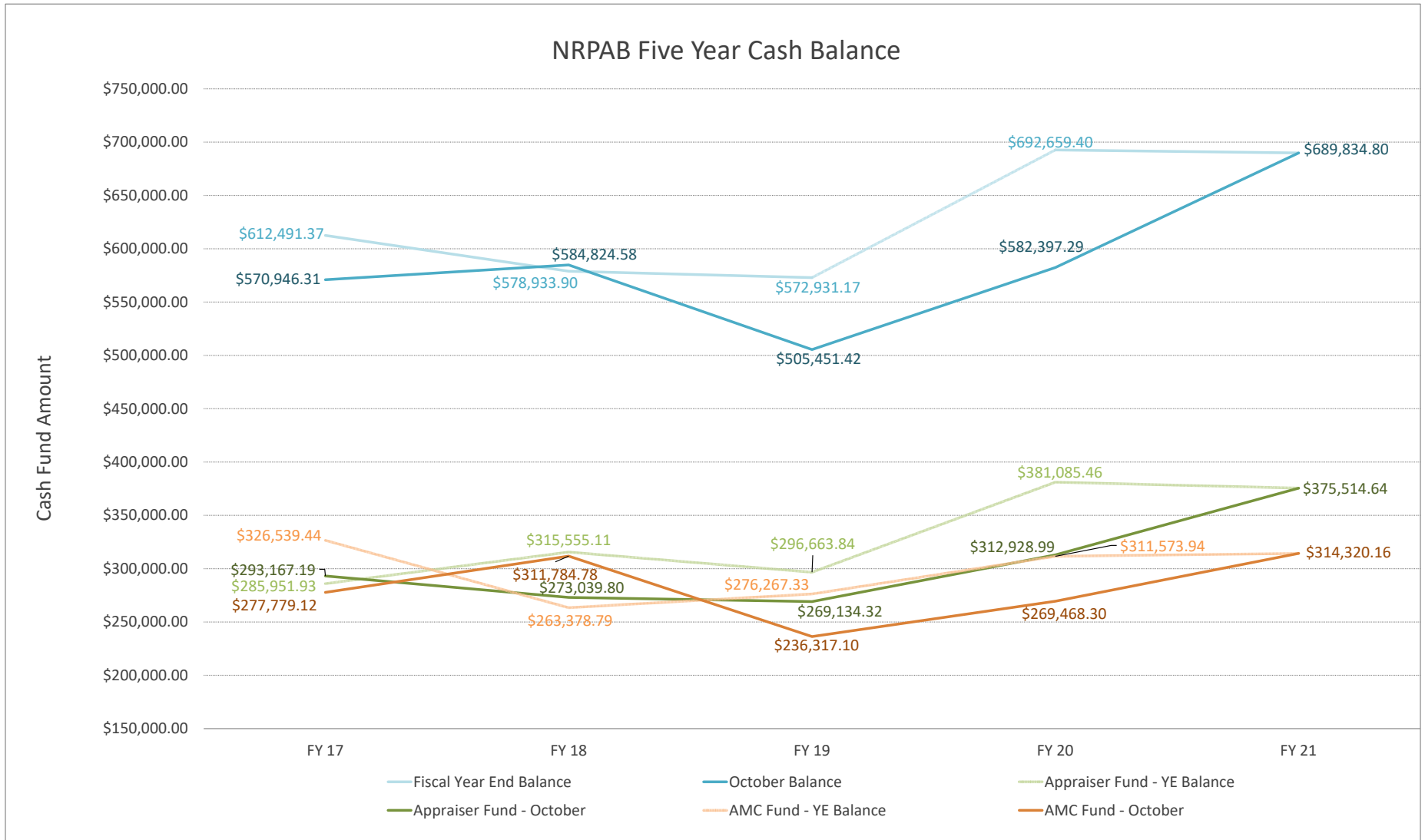
# Financial Report and Considerations - Financial Charts



# Financial Report and Considerations - Financial Charts



# Financial Report and Considerations - Financial Charts





# Memo

**To:** Nebraska Real Property Appraiser Board

**From:** Tyler Kohtz, Director

**CC:**

**Date:** 11/8/2021

**Re:** BLPM Nesor Renewal of Notary Commission

---

On behalf of BLPM Nesor, I am requesting that the Board consider providing funds for the renewal of BLPM Nesor's notary commission. BLPM Nesor occasionally utilizes her notary to assist applicants for credentialing who complete the application in the Board's office, or who forget to have the application notarized prior to delivering the application by hand. This saves the applicant time required to leave the office and seek out another public notary. In addition, it is common for Nebraska State licensing agencies to have a notary in the office for this purpose. The costs associated with BLPM Nesor's renewal include:

- Renewal Application Fee - \$30.00
- Surety Bond - \$30.00
- Notary Stamp - \$24.66

The renewal is valid for a four-year term.



**Nebraska Secretary of State**  
Robert B. Evnen (/)

(/)

Business Services	Elections	International	Licensing
Regulations	Records Management		
2020 General Election Results ( <a href="https://electionresults.nebraska.gov/">https://electionresults.nebraska.gov/</a> )			
COVID-19 Information ( <a href="https://sos.nebraska.gov/node/266">https://sos.nebraska.gov/node/266</a> )			
Online Notary Public ( <a href="https://sos.nebraska.gov/business-services/notary-public">https://sos.nebraska.gov/business-services/notary-public</a> )			
Secretary of State Fee changes FAQ ( <a href="/secretary-state-fee-changes-faq">/secretary-state-fee-changes-faq</a> )			

## Steps to Renew a Notary Commission

*This guidance document is advisory in nature but is binding on an agency until amended by such agency. A guidance document does not include internal procedural documents that only affect the internal operations of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules and regulations made in accordance with the Administrative Procedure Act. If you believe that this guidance document imposes additional requirements or penalties on regulated parties, you may request a review of the document.*

**1. Submit the following items within 30 days prior to your commission expiration date:**

- Renewal Application
- \$15,000 surety bond
- \$30.00 renewal fee payable to: Nebraska Secretary of State or Notary Division (per Neb. Rev. Stat. § 33-102 change effective July 1, 2021, this fee is a non-refundable application fee that is retained for processing your application, even if you application cannot be approved).
- U.S. Citizenship Attestation Form
- Evidence of Employment in Nebraska Form (Non-residents only)
- Please use this address to submit renewal materials: Notary Division, P.O. Box 95104, Lincoln, NE 68509-5104.
- All application materials can be found on the [main Notary page](https://sos.nebraska.gov/business-services/notary-public) (<https://sos.nebraska.gov/business-services/notary-public>).

**2. Once your application is approved and processed, you will receive your notary commission certificate via regular U.S. mail. Take your certificate to any office supply store to order your notary ink stamp seal.**

You must use an ink stamp seal engraved with the following:

- State of Nebraska
- General Notary or General Notarial
- Your name as commissioned
- The expiration date of the commission

**Please note the following strict deadlines for renewal applications: As a general rule, renewal items must be submitted to the Secretary of State's Office no later than 5:00 p.m. on the commission expiration date. If your commission expiration date falls on a weekend date (Saturday or Sunday), the renewal items must be received in our office by 5:00 p.m. on the Friday preceding the weekend. If your commission expiration date falls on a holiday during the business week, the renewal items must be received in our office by 5:00 p.m. the preceding business day.**

**Nebraska law provides that any renewal application made after the expiration date shall be made in the same manner as an application for a new notary commission. To obtain a new notary commission, applicants are required to pass a test.**

Purchase of an errors and omissions policy is optional, and you do not have to provide proof of such coverage to our office.

**Nebraska Secretary of State**

☎ 402.471.2554 (tel:4024712554)

📠 402.471.3237

**Mailing Address**

P.O. Box 94608  
Lincoln, NE 68509-4608

**Capitol Office**

1445 K Street, Suite 2300  
Lincoln, NE 68509

**Business Services**

1201 N Street, Suite 120  
Lincoln, NE 68508

**Robert B. Evnen**

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[Robert Evnen Bio \(/secretary-state-robert-evnen\)](#)

[News Releases \(/news-releases\)](#)

[Contact Us \(/contact\)](#)



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(<http://www.nebraska.gov/policies/index.html>) | [Login \(/user\)](#)

SELECT LANGUAGE ▼

 (<https://twitter.com/nevnen>)   
(<https://www.facebook.com/Secretary-of-State-Robert-B-Evnen-368792313908501/>)

# NEBRASKA SECRETARY OF STATE

**Business Services Division: Notary**  
1201 N Street, Suite 120, Lincoln, NE 68508  
P. O. Box 95104, Lincoln, NE 68509  
[www.sos.nebraska.gov](http://www.sos.nebraska.gov)

## NOTARY PUBLIC RENEWAL APPLICATION

This application is only accepted within the 30 days immediately preceding your current commission expiration date.

APPLICANT INFORMATION						
<b>Print your legal name as it appears on your driver's license, state identification card, or voter's registration (if no driver's license). We suggest your legal name, signature, and seal all match.</b>						
Last Name		First Name		MI	Date	
<b>Home Address</b>						
Street Address				Suite/Unit #		
PO Box (if any)		City		State	Zip Code	
E-mail Address			Phone Number			
<b>Business Address</b> (Required for non-resident applicant.)				<input type="checkbox"/> Check here if you work from home (see instructions)		
Company Name						
Street Address				Suite/Unit #		
PO Box (if any)		City		State	Zip Code	
E-mail Address			Work Phone Number			
<b>Return Commission Certificate(s) to:</b> <input type="checkbox"/> Home Address <input type="checkbox"/> Business Address <input type="checkbox"/> Email Address at: <i>Non-resident applicants must also submit an Evidence of Employment in Nebraska form.</i>						
<b>NOTARY PUBLIC QUALIFICATIONS IN THE STATE OF NEBRASKA (All questions must be answered)</b> <span style="float: right;">*Not Applicable</span>						
1. Have you been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	4. If you are bilingual, would you allow your name to be placed on a list of bilingual notaries?	*NA <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
2. Have you been convicted of a crime involving fraud or dishonesty?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	4a. List languages in which you are fluent:			
2a. If yes, please detail conviction, the state and the date of the crime. (Attach additional pages if needed.)			Affix impression of your seal below:			
3. Has your name changed since your previous commission?	YES <input type="checkbox"/>	NO <input type="checkbox"/>				
3a. If yes, please list previous name.						
<b>ELECTRONIC NOTARY PUBLIC RENEWAL</b>						
5. If you're an electronic notary public in the State of Nebraska do you want to renew the registration?				*NA <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
6. If you answered yes to #5, which solution provider do you intend to use for electronic notarization?						
<b>ONLINE NOTARY PUBLIC RENEWAL</b>						
7. If you're an online notary public in the State of Nebraska do you want to renew the registration?				*NA <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
8. If you answered yes to #7, which solution provider do you intend to use for online notarizations?						
<b>NOTARIAL OATH</b>						
<i>Your signature below will be used to verify signature authenticity when performing notarial acts. You must sign consistently.</i>						

State of \_\_\_\_\_ County of \_\_\_\_\_

I, \_\_\_\_\_, do solemnly (swear), (affirm) under penalty of perjury, that the answers to all questions on this application are true and complete to the best of my knowledge; and, I do solemnly (swear) (affirm) that upon appointment, I will support the Constitution and laws of the United States and the State of Nebraska, and I will faithfully discharge the duties of Notary Public, Electronic Notary Public, and/or Online Notary Public in and for the State of Nebraska according to the best of my ability.

X \_\_\_\_\_  
Applicant's Signature

Subscribed and (sworn) (affirmed) before me: this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
Signature of Notary Public

# NEBRASKA SECRETARY OF STATE

**Business Services Division: Notary**  
1201 N Street, Suite 120, Lincoln, NE 68508  
P. O. Box 95104, Lincoln, NE 68509  
[www.sos.nebraska.gov](http://www.sos.nebraska.gov)

## NOTARY RENEWAL APPLICATION

### APPLICANT INFORMATION:

**Name:** Enter your legal name for our records. Print name as listed on your state issued driver's license, identification card, or voter registration name (if no driver's license).

**Date:** Enter the date you are completing the application.

**Home Address:** You are required to enter your home street address, a P.O. box alone is not sufficient. An email address is mandatory for all electronic notaries public and online notaries public.

**Business Address:** If you are a non-resident applicant, your business address is required and you must complete this section in its entirety. If you are a Nebraska resident, this section is optional, but if provided, this information may be used to contact you if needed. Your home address and business address can only be the same if you are a Nebraska resident working from home and you check the corresponding box, if not your application may be rejected or returned.

Indicate where you would like your certificate(s) returned by checking the appropriate box. If email is selected, provide the email address where the certificate(s) should be sent.

Please note that email addresses submitted on this application becomes part of the public record.

### NOTARY PUBLIC QUALIFICATIONS IN THE STATE OF NEBRASKA:

All questions in this section must be answered. Read each question carefully and clearly mark the appropriate box or fill in the details to answer questions. Failure to answer all questions may result in your application being rejected or returned.

### ELECTRONIC NOTARY PUBLIC RENEWAL:

If you've previously been registered as an electronic notary, complete questions 6 and 7 in this section in order to renew your electronic notary registration. Read each question carefully and clearly mark the appropriate box or fill in the details to answer the question.

You are not authorized to perform electronic notarial acts (enotarizations) until all requirements are completed and you have received your Electronic Notary Certificate of Registration.

### ONLINE NOTARY PUBLIC RENEWAL:

If you've previously been registered as an online notary public, complete questions 8 and 9 in this section in order to renew your online notary registration. Read each question carefully and clearly mark the appropriate box or fill in the details to answer the question.

You are not authorized to perform online notarial acts until all requirements are completed and you have received your Online Notary Certificate of Registration.

### NOTARIAL OATH:

The signature you place on this application is the signature that you must use when notarizing documents. You must sign consistently. Your signature on the application will be used to verify your signature on additional forms in the filing process, if a complaint is ever filed against you, or if a document you notarize must be certified for use in another country. Your commission certificate and seal will be issued to match your signature as signed on this application.

### REQUIREMENTS:

Applicant must submit the following: Notary Renewal Application, \$15,000 surety bond, U.S. Citizenship Attestation Form, Evidence of Employment in Nebraska Form (Non-residents Only) and the \$30 fee. If the applicant is also renewing their electronic notary registration they must pay the \$100 electronic notary fee in addition to the \$30 notary public fee. If the applicant is also renewing their online notary registration they must pay the \$50 online notary fee in addition to the notary public fee and electronic notary registration fee if renewing that as well. All fees must be made to the Nebraska Secretary of State.

If you have any questions when completing the application please check our website at: <https://sos.nebraska.gov/business-services/notary-public>, email [sos.notary@nebraska.gov](mailto:sos.notary@nebraska.gov) or call (402) 471-2558.

**NEBRASKA SECRETARY OF STATE**

**Business Services Division: Notary**

1201 N Street, Suite 120, Lincoln, NE 68508

P. O. Box 95104 \* Lincoln, NE 68509

(402) 471-2558

<http://www.sos.ne.gov>

**Evidence of Employment in Nebraska Form**

This form must be completed for a non-resident applicant who is employed by a business located within the physical boundaries of Nebraska. The form must be completed by one of the officers, directors, managers, or authorized representatives of the business.

\_\_\_\_\_ being first duly sworn on oath say that \_\_\_\_\_  
Name of Authorized Representative Name of Notary Applicant

is employed as a(n) \_\_\_\_\_ for \_\_\_\_\_, whose regular place of business  
Position of Notary Applicant Name of Business

is located within the physical boundaries of Nebraska.

The applicant is employed at the following location: \_\_\_\_\_  
Address of Business

\_\_\_\_\_  
Signature of Authorized Representative

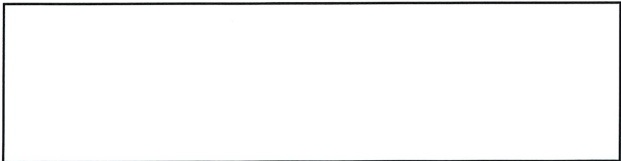
\_\_\_\_\_  
Title of Authorized Representative

State of \_\_\_\_\_ County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Signature of Notary Officer

My Commission expires \_\_\_\_\_, 20\_\_\_\_\_



↑ Affix Notary Seal Here ↑

# United States Citizenship Attestation Form

For the purpose of complying with Neb. Rev. Stat. §§ 4-108 through 4-114, I attest as follows:

I am a citizen of the United States.

— OR —

I am a qualified alien under the federal Immigration and Nationality Act, my immigration status and alien number are as follows: \_\_\_\_\_,  
and I agree to provide a copy of my USCIS documentation upon request.

**I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete, and accurate and I understand that this information may be used to verify my lawful presence in the United States.**

**PRINT NAME**

\_\_\_\_\_  
(first, middle, last)

**SIGNATURE**

**DATE**

**GENERAL NOTARY PUBLIC BOND FORM**

KNOW ALL MEN BY THESE PRESENTS:

THAT \_\_\_\_\_

Of the town of \_\_\_\_\_ in the county of \_\_\_\_\_ and State of \_\_\_\_\_, has been appointed General Notary Public or has applied to be a General Notary Public within and for said State of Nebraska, as principal, and

\_\_\_\_\_ as surety, is held and firmly bound unto the State of Nebraska in the penal sum of FIFTEEN THOUSAND DOLLARS, good and lawful money of the United States, to be paid to the State of Nebraska, for which payment well and truly made, we bind ourselves our heirs, executors and administrators, jointly and severally by these presents:

Whereas, the above principal has been appointed to the office of General Notary Public or has applied to be a General Notary Public within and for said State of Nebraska, for a term of four years FROM EFFECTIVE DATE OF COMMISSION.

Now the conditions of the above obligation are such that if the said principal shall faithfully and in all things perform all duties required of him/her by law as a General Notary Public within and for said State of Nebraska, during his/her continuance in office by virtue of said appointment, then the above obligation to be void else to remain in full force.

SEALED WITH OUR SEALS, and dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Principal (Applicant)

\_\_\_\_\_  
Signature of Agent\*

\*The bond must be signed by an agent of the bonding company.

STATE OF \_\_\_\_\_ )  
  )  
County of \_\_\_\_\_ )

"I, \_\_\_\_\_, do solemnly swear that I will support the Constitution of the United States and the constitution of the State of Nebraska, and that I will faithfully and impartially perform the duties of the office of General Notary Public according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this State by force or violence: and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this State by force or violence. So help me God."

\_\_\_\_\_  
Signature of Principal (Applicant)

\_\_\_\_\_ personally appeared before me and is known by the undersigned to be the same person designated as principal in the foregoing bond and the identical person signing the oath of office of a general notary public.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

^Affix Official Notary Seal^

# RENEWAL ORDER FORM

Here is a list of ALL the notary items we offer.

- Surety Bond** - The \$15,000 surety bond required of all notaries. \$40.00
- State Fee** - The State of Nebraska requires this fee for all notaries. \$30.00
- Association Dues** - For four years. \$4.00
- Errors & Omissions Policy** - \$10,000, for four years \$50.00
- \$15,000, for four years \$75.00
- \$25,000, for four years \$100.00
- Notary Journal** – Duties and instructions included. \$12.00  
(Room for 350 entries.)

**Jurat Stamp** - Example below:  
Subscribed and sworn before me in my presence, this day of \_\_\_\_\_, a Notary Public in and for the County of \_\_\_\_\_, State of Nebraska  
(signature) \_\_\_\_\_ Notary Public  
My Commission Expires \_\_\_\_\_

**Notary Stamps: A**

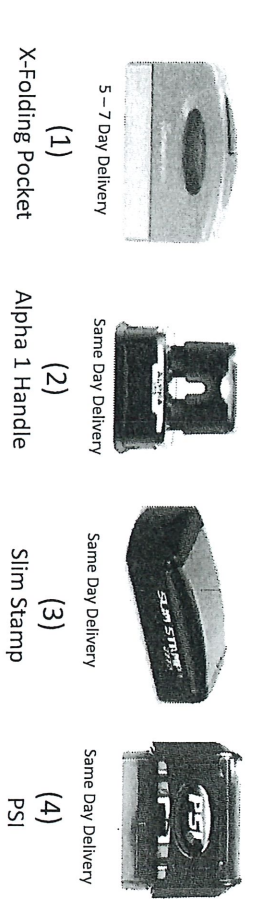
General Notary - State of Nebraska  
**TROY KREIFELS**  
My Comm. Exp. April 4, 2023

**OR**

TROY KREIFELS  
General Notary State of Nebraska  
My Commission Expires April 4, 2023.

*New stamp is required every 4 years.*

<b>A.</b>	<b>1</b>	<b>Alpha 1 folding pocket</b>	<b>2</b>	<b>Alpha 1 handle style</b>	<b>3</b>	<b>Slim Stamp</b>	<b>4</b>	<b>PSI</b>
		\$30.00		\$31.95		\$24.99		\$22.99
		(tax) <u>2.18</u>		(tax) <u>2.32</u>		(tax) <u>1.81</u>		(tax) <u>1.67</u>
		\$32.18		\$34.27		\$26.80		\$24.66
<b>B.</b>	<b>N/A</b>			\$33.50		\$25.99		\$23.99
				(tax) <u>2.43</u>		(tax) <u>1.88</u>		(tax) <u>1.74</u>
				\$35.93		\$27.87		\$25.73



## Nebraska Notary Association Application

P.O. Box 82007, Lincoln NE 68501

Name \_\_\_\_\_ Mailing \_\_\_\_\_  
 Phone # \_\_\_\_\_ Address \_\_\_\_\_  
 (day time)

The same complete packages that have been offered for the last 30 years are still available. Simply check the desired package. Additional E & O coverage, a Jurat stamp, or a Notary Journal can be added.

<input type="checkbox"/> <b>X-Stamper Complete</b> Bond \$40.00 State Fee \$30.00 E & O Policy (\$10,000) \$50.00 NNA Membership \$4.00 X-Stamper Folding Stamp (1-A) \$30.00 Tax (if applicable) \$ 2.18 Total \$156.18	<input type="checkbox"/> <b>Alpha 1 Handle Complete</b> Bond \$40.00 State Fee \$30.00 E & O Policy (\$10,000) \$50.00 NNA Membership \$4.00 Alpha 1 Handle Stamp (2-A) \$31.95 Tax (if applicable) \$ 2.32 Total \$158.27
---	---

<input type="checkbox"/> <b>Slim Stamp Complete</b> Bond \$40.00 State Fee \$30.00 E & O Policy (\$10,000) \$50.00 NNA Membership \$4.00 Slim Stamp (3-A) \$24.99 Tax (if applicable) \$ 1.81 Total \$150.80	<input type="checkbox"/> <b>PSI Complete Package</b> Bond \$40.00 State Fee \$30.00 E & O Policy (\$10,000) \$50.00 NNA Membership \$4.00 PSI notary seal (4-A) \$22.99 Tax (if applicable) \$ 1.67 Total \$148.66
---	---

Items can also be ordered individually.

Bond and State Fee	\$70.00	<u>70.00</u>
Stamp	from \$22.99 to \$33.50 + Tax	<u>24.66</u>
E & O Policy	\$50.00, \$75.00 or \$100.00	<u>4.00</u>
NNA Membership	\$4.00	<u>4.00</u>
Jurat Stamp	\$24.99 or \$29.99	<u>24.99</u>
Notary Journal	\$12.00	<u>12.00</u>

**TOTAL** – Check, Money Order, or Credit Card  
 (Make check payable to: Nebraska Notary Association)  
 \$ 98.66

For Credit Card Only: \_\_\_\_\_  
 (Signature) \_\_\_\_\_  
 (Card Number) \_\_\_\_\_ (Expiration Date) \_\_\_\_\_  
 Visa \_\_\_\_\_  
 Master Card \_\_\_\_\_  
 Discover \_\_\_\_\_

# NEBRASKA NOTARY ASSOCIATION

## Renewal Package

\*\*\* WE HANDLED YOUR NOTARY LAST TIME AND HOPE TO BE OF SERVICE AGAIN \*\*\*

	dependable ....	
Telephone:	convenient .....	Betty Kreifels / Troy Kreifels
421-8408 (In Lincoln)	efficient .....	Nebraska Notary Association
1-800-213-8636	economical ....	P.O. Box 82007
www.nebraskanotaryassociation.com	local .....	Lincoln NE 68501

### ATTENTION

YOUR NOTARY BOND IS EXPIRING **April 2, 2022**

WHAT APPEARS TO BE A COMPLICATED PROCESS ISN'T, ESPECIALLY IF YOU TAKE ADVANTAGE OF THE SERVICES OFFERED BY THE NEBRASKA NOTARY ASSOCIATION. WE ARE A LOCAL COMPANY AND HANDLE ONLY NEBRASKA APPLICATIONS.

I AM ENCLOSING THE FOLLOWING FORMS:

NOTARY BOND FORM  
NOTARY RENEWAL APPLICATION  
UNITED STATES CITIZENSHIP ATTESTATION FORM  
NEBRASKA NOTARY ASSOCIATION APPLICATION FORM

ALL YOU NEED TO DO IS SIGN THE BOND IN THE TWO PLACES (PRINCIPAL AND SIGNATURE) AND HAVE YOUR SIGNATURE NOTARIZED, WE WILL COMPLETE THE REST FOR YOU. (NOTARY SHOULD COMPLETE THE ENTIRE NOTARY ACKNOWLEDGEMENT)

THE STATE RENEWAL APPLICATION REQUIRES YOUR HOME ADDRESS, ANSWER TO A FEW QUESTIONS, CURRENT STAMP IMPRESSION AND NOTARIZED SIGNATURE.

THE UNITED STATES CITIZENSHIP FORM REQUIRES YOUR PRINTED NAME, SIGNATURE, AND DATE.

COMPLETE THE NEBRASKA NOTARY ASSOCIATION APPLICATION BY INDICATING THE PACKAGE YOU WOULD LIKE US TO DO. WE WILL DO THE REST FOR YOU, AND THEN FILE WITH THE SECRETARY OF STATES OFFICE.

WE HOPE TO BE OF SERVICE FOR ALL OF YOUR NOTARY NEEDS.

CONVENIENT - LOCAL - DEPENDABLE - LOW PRICES - OVER 30 YEARS EXPERIENCE

**Betty Kreifels / Troy Kreifels**  
**Nebraska Notary Association**  
**P.O. Box 82007**  
**Lincoln NE 68501**

PLEASE NOTE THAT WE CANNOT FILE YOUR PAPERWORK MORE THAN 30 DAYS PRIOR TO YOUR RENEWAL DATE. YOU CAN SEND THE FORMS TO US ANY TIME. WE WILL HOLD AND FILE EXACTLY 30 DAYS PRIOR TO YOUR DATE OF EXPIRATION. WE WILL NOT CASH YOUR CHECK UNTIL THE PAPERS ARE FILED.





## 2022 Update to Nebraska Real Property Appraiser Act Summary (REQ03236)

The purpose of REQ03236 is to update the Nebraska Real Property Appraiser Act (“Act”) to implement the Real Property Appraiser Qualifications Criteria (“2021 Criteria”) adopted by The Appraisal Foundation’s Appraiser Qualifications Board, effective on January 1, 2021; and to maintain compliance with Title XI of the federal Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (“Title XI”). Title XI requires each state to prescribe appropriate standards for the performance of real estate appraisals in connection with federally related transactions. In addition, real estate appraisals are to be performed in accordance with generally accepted uniform appraisal standards and are to be performed by an individual whose competency has been demonstrated, and whose professional conduct is subject to effective state supervision. If the State of Nebraska is found not to be compliance with Title XI by the Appraisal Subcommittee, the Appraisal Subcommittee may remove all Nebraska credentialed appraisers from the Federal Registry, resulting in no appraisers qualified to appraise real property in connection with federally related transactions. Such action would have a substantial negative impact on the mortgage loan activity in Nebraska. Along with the 2021 Criteria changes, REQ03236 also includes minor changes to address administration of the Act.

The following language changes are included in REQ03236:

- “2021” is updated to “2022” in the definition of “Financial Institutions Reform, Recovery, and Enforcement Act of 1989” in Neb. Rev. Stat. § 76-2207.30 (page 2: line 19).
- The word “awarded” is replaced with “issued” in the definition of “Completed application” found in Neb. Rev. Stat. § 76-2207.23 for consistency throughout the Act (page 2: line 14).
- A new definition “PAREA program” is added for Practical Applications of Real Estate Appraisal programs approved by The Appraiser Qualifications Board of The Appraisal Foundation (page 2: lines 20-22).
- Neb. Rev. Stat. § 76-2218 is modified to expand the definition of “two-year education period” to allow those who obtain their Nebraska real property appraiser credential through reciprocity to utilize continuing education credits earned as a credentialed appraiser of the same class in another jurisdiction prior to being issued a credential in Nebraska (page 2: lines 25-31; page 3: lines 1-31).
- The phrase “except that a real property appraiser or a person licensed under the Nebraska Real Estate Licensed Act is not exempt under this subdivision” is stricken from Neb. Rev. Stat. § 76-2221(4),(5). It is the Board’s position that a real property appraiser or a person licensed under the Nebraska Real Estate Licensed Act who is also an owner of real estate, employee of the owner, or attorney licensed to practice law in this state representing the owner, shall be allowed to render an opinion of value of the real estate or any interest in the real estate when such estimate or opinion is for the purpose of real estate taxation or offered as testimony in any condemnation proceeding (page 5: lines 8-10 and lines 17-19).

- The language “Successfully complete a PAREA program. If the PAREA program does not satisfy all required experience for credentialing, the remaining experience hours shall be completed pursuant to subdivision...” is added in Neb. Rev. Stat. §§ 76-2230, 76-2231.01, and 76-2232 to allow the successful completion of a PAREA program to be accepted in place of traditional real property appraisal practice experience hours (page 7: line 18-21; page 12: lines 11-14; page 15: lines 19-23).
- “College composition” and “college mathematics” is stricken from Neb. Rev. Stat. § 76-2231.01(1)(b)(iv)(A), and new subdivision (B), which adds the language “Six semester hours in each of the following subject matter areas: College composition; and college mathematics,” is added. This change corrects incorrect language found in the Act as the Real Property Appraiser Qualifications Criteria requires that the College-Level Examination Program examinations include six semester hours for college composition and six semester hours for college mathematics (page 11: lines 1-6).
- The phrase “and completion date” is stricken from Neb. Rev. Stat. § 76-2223.01(2)(b). Each temporary credential shall expire upon the completion of the assignment or upon the expiration of a period of six months from the date of issuance, whichever occurs first. The temporary credential is issued for a period of six months. There is no need for an applicant to provide the anticipated completion date in advance as this is often unknown and the temporary credential expires at the completion of the specific assignment for which it was issued, or after six months from the date of issuance, which-ever occurs first (page 16: lines 30-31).
- The phrase “The continuing education period begins on January 1 of the next year for any credential holder who first obtained his or her credential at the current level on or after July 1” is stricken from Neb. Rev. Stat. § 76-2236 as the two-year continuing education period for each credential holder is defined in Neb. Rev. Stat. § 76-2218 (page 18: lines 8-10).

LEGISLATURE OF NEBRASKA  
ONE HUNDRED SEVENTH LEGISLATURE  
SECOND SESSION

**LEGISLATIVE BILL**

Introduced by

Read first time

Committee:

1 A BILL FOR AN ACT relating to the Real Property Appraiser Act; to amend  
2 sections 76-2201, 76-2203, 76-2207.23, and 76-2218, Reissue Revised  
3 Statutes of Nebraska, sections 76-2233.01 and 76-2236, Revised  
4 Statutes Cumulative Supplement, 2020, and sections 76-2207.30,  
5 76-2221, 76-2230, 76-2231.01, and 76-2232, Revised Statutes  
6 Supplement, 2021; to define and redefine terms; to change provisions  
7 relating to continuing education, experience, and educational  
8 requirements for real property appraisers; to change provisions  
9 relating to exemptions to the Real Property Appraiser Act; to change  
10 provisions relating to temporary credentials for nonresident real  
11 property appraisers; to harmonize provisions; to repeal the original  
12 sections; and to declare an emergency.  
13 Be it enacted by the people of the State of Nebraska,

1 Section 1. Section 76-2201, Reissue Revised Statutes of Nebraska, is  
2 amended to read:

3 76-2201 Sections 76-2201 to 76-2250 and section 5 of this act shall  
4 be known and may be cited as the Real Property Appraiser Act.

5 Sec. 2. Section 76-2203, Reissue Revised Statutes of Nebraska, is  
6 amended to read:

7 76-2203 For purposes of the Real Property Appraiser Act, the  
8 definitions found in sections 76-2203.01 to 76-2219.02 and section 5 of  
9 this act shall be used.

10 Sec. 3. Section 76-2207.23, Reissue Revised Statutes of Nebraska, is  
11 amended to read:

12 76-2207.23 Completed application means an application for  
13 credentialing has been processed, all statutory requirements for a  
14 credential to be issued ~~awarded~~ have been met by the applicant, and all  
15 required documentation is submitted to the board for final consideration.

16 Sec. 4. Section 76-2207.30, Revised Statutes Supplement, 2021, is  
17 amended to read:

18 76-2207.30 Financial Institutions Reform, Recovery, and Enforcement  
19 Act of 1989 means the act as it existed on January 1, 2022 ~~2021~~.

20 Sec. 5. PAREA program means a practical applications of real estate  
21 appraisal program approved by the Appraiser Qualifications Board as  
22 prescribed by rules and regulations of the Real Property Appraiser Board.

23 Sec. 6. Section 76-2218, Reissue Revised Statutes of Nebraska, is  
24 amended to read:

25 76-2218 (1) Except as provided in subsections (2) through (6) ~~(2)~~  
26 ~~and (3)~~ of this section, two-year continuing education period means the  
27 period of twenty-four months commencing on January 1 and completed on  
28 December 31 of the following year.

29 (2) For a ~~In the case of~~ new real property appraiser credential  
30 ~~holders~~ credentialed prior to July 1 pursuant to section 76-2228.01,  
31 76-2230, 76-2231.01, or 76-2232, two-year continuing education period

1 means the period commencing on the date of initial credentialing and  
2 completed on December 31 of the following year.

3 (3) For a In the case of new real property appraiser credential  
4 holders credentialed on or and after July 1 pursuant to section  
5 76-2228.01, 76-2230, 76-2231.01, or 76-2232, two-year continuing  
6 education period means the period of twenty-four months commencing on  
7 January 1 of the following year following the date of initial  
8 credentialing.

9 (4) For a new real property appraiser credentialed pursuant to  
10 section 76-2233 who held a valid credential of the same class to engage  
11 in real property appraisal practice under the laws of another  
12 jurisdiction on January 1 of the year in which the credential was issued  
13 by the board, two-year continuing education period means the period of  
14 twenty-four months commencing on January 1 of the year in which the  
15 credential was issued by the board.

16 (5) For a new real property appraiser credentialed pursuant to  
17 section 76-2233 who (a) did not hold a valid credential of the same class  
18 to engage in real property appraisal practice under the laws of another  
19 jurisdiction on January 1 of the year in which the credential was issued  
20 by the board and (b) was credentialed pursuant to section 76-2233 prior  
21 to July 1, two-year continuing education period means the period  
22 commencing on the date of initial credentialing and completed on December  
23 31 of the following year.

24 (6) For a new real property appraiser credentialed pursuant to  
25 section 76-2233 who (a) did not hold a valid credential of the same class  
26 to engage in real property appraisal practice under the laws of another  
27 jurisdiction on January 1 of the year in which the credential was issued  
28 by the board and (b) was credentialed pursuant to section 76-2233 on or  
29 after July 1, two-year continuing education period means the period of  
30 twenty-four months commencing on January 1 of the year following the date  
31 of initial credentialing.

1           Sec. 7. Section 76-2221, Revised Statutes Supplement, 2021, is  
2 amended to read:

3           76-2221 The Real Property Appraiser Act shall not apply to:

4           (1) Any person who is a salaried employee of (a) the federal  
5 government, (b) any agency of the state government or a political  
6 subdivision which appraises real estate, (c) any insurance company  
7 authorized to do business in this state, or (d) any bank, savings bank,  
8 savings and loan association, building and loan association, credit  
9 union, or small loan company licensed by this state or supervised or  
10 regulated by or through federal enactments covering financial  
11 institutions who renders an estimate or opinion of value of real estate  
12 or any interest in real estate when such estimate or opinion is rendered  
13 in connection with the salaried employee's employment for an entity  
14 listed in subdivisions (a) through (d) of this subdivision, except that  
15 any salaried employee of the entities listed in subdivisions (a) through  
16 (d) of this subdivision who signs a report as a credentialed real  
17 property appraiser shall be subject to the act and the Uniform Standards  
18 of Professional Appraisal Practice. Any salaried employee of the entities  
19 listed in subdivisions (a) through (d) of this subdivision who is a  
20 credentialed real property appraiser and who does not sign a report as a  
21 credentialed real property appraiser shall include the following  
22 disclosure prominently with such report: This opinion of value may not  
23 meet the minimum standards contained in the Uniform Standards of  
24 Professional Appraisal Practice and is not governed by the Real Property  
25 Appraiser Act;

26           (2) A person referred to in subsection (1) of section 81-885.16;

27           (3) Any person who provides assistance (a) in obtaining the data  
28 upon which assignment results are based, (b) in the physical preparation  
29 of a report, such as taking photographs, preparing charts, maps, or  
30 graphs, or typing or printing the report, or (c) that does not directly  
31 involve the exercise of judgment in arriving at the assignment results

1 set forth in the report;

2 (4) Any owner of real estate, employee of the owner, or attorney  
3 licensed to practice law in this state representing the owner who renders  
4 an estimate or opinion of value of the real estate or any interest in the  
5 real estate when such estimate or opinion is for the purpose of real  
6 estate taxation, or any other person who renders such an estimate or  
7 opinion of value when that estimate or opinion requires a specialized  
8 knowledge that a real property appraiser would not have, ~~except that a~~  
9 ~~real property appraiser or a person licensed under the Nebraska Real~~  
10 ~~Estate License Act is not exempt under this subdivision;~~

11 (5) Any owner of real estate, employee of the owner, or attorney  
12 licensed to practice law in this state representing the owner who renders  
13 an estimate or opinion of value of real estate or any interest in real  
14 estate or damages thereto when such estimate or opinion is offered as  
15 testimony in any condemnation proceeding, or any other person who renders  
16 such an estimate or opinion when that estimate or opinion requires a  
17 specialized knowledge that a real property appraiser would not have,  
18 ~~except that a real property appraiser or a person licensed under the~~  
19 ~~Nebraska Real Estate License Act is not exempt under this subdivision;~~

20 (6) Any owner of real estate, employee of the owner, or attorney  
21 licensed to practice law in this state representing the owner who renders  
22 an estimate or opinion of value of the real estate or any interest in the  
23 real estate when such estimate or opinion is offered in connection with a  
24 legal matter involving real property;

25 (7) Any person appointed by a county board of equalization to act as  
26 a referee pursuant to section 77-1502.01, except that any person who also  
27 practices as an independent real property appraiser for others shall be  
28 subject to the Real Property Appraiser Act and shall be credentialed  
29 prior to engaging in such other real property appraisal practice. Any  
30 real property appraiser appointed to act as a referee pursuant to section  
31 77-1502.01 and who prepares a report for the county board of equalization

1 shall not sign such report as a credentialed real property appraiser and  
2 shall include the following disclosure prominently with such report: This  
3 opinion of value may not meet the minimum standards contained in the  
4 Uniform Standards of Professional Appraisal Practice and is not governed  
5 by the Real Property Appraiser Act;

6 (8) Any person who is appointed to serve as an appraiser pursuant to  
7 section 76-706, except that if such person is a credential holder, he or  
8 she shall (a) be subject to the scope of practice applicable to his or  
9 her classification of credential and (b) comply with the Uniform  
10 Standards of Professional Appraisal Practice, excluding standards 1  
11 through 10; or

12 (9) Any person, including an independent contractor, retained by a  
13 county to assist in the appraisal of real property as performed by the  
14 county assessor of such county subject to the standards established by  
15 the Tax Commissioner pursuant to section 77-1301.01. A person so retained  
16 shall be under the direction and responsibility of the county assessor.

17 Sec. 8. Section 76-2230, Revised Statutes Supplement, 2021, is  
18 amended to read:

19 76-2230 (1) To qualify for a credential as a licensed residential  
20 real property appraiser, an applicant shall:

21 (a) Be at least nineteen years of age;

22 (b) Hold a high school diploma or a certificate of high school  
23 equivalency or have education acceptable to the Real Property Appraiser  
24 Board;

25 (c)(i) Have successfully completed and passed examination for no  
26 fewer than one hundred fifty class hours in Real Property Appraiser  
27 Board-approved qualifying education courses conducted by education  
28 providers as prescribed by rules and regulations of the Real Property  
29 Appraiser Board and completed the fifteen-hour National Uniform Standards  
30 of Professional Appraisal Practice Course. Each course shall include a  
31 proctored, closed-book examination pertinent to the material presented;



1 or

2 (ii) Hold a degree in real estate from an accredited degree-awarding  
3 college or university that has had all or part of its curriculum approved  
4 by the Appraiser Qualifications Board as required core curriculum or the  
5 equivalent as determined by the Appraiser Qualifications Board. If the  
6 degree in real estate or equivalent as approved by the Appraiser  
7 Qualifications Board does not satisfy all required qualifying education  
8 for credentialing, the remaining class hours shall be completed in Real  
9 Property Appraiser Board-approved qualifying education pursuant to  
10 subdivision (c)(i) of this subsection;

11 (d)(i) ~~(d)~~ Have no fewer than one thousand hours of experience as  
12 prescribed by rules and regulations of the Real Property Appraiser Board.  
13 The required experience shall be acceptable to the Real Property  
14 Appraiser Board and subject to review and determination as to conformity  
15 with the Uniform Standards of Professional Appraisal Practice. The  
16 experience shall have occurred during a period of no fewer than six  
17 months; or

18 (ii) Successfully complete a PAREA program. If the PAREA program  
19 does not satisfy all required experience for credentialing, the remaining  
20 experience hours shall be completed pursuant to subdivision (d)(i) of  
21 this subsection;

22 (e) Submit two copies of legible ink-rolled fingerprint cards or  
23 equivalent electronic fingerprint submissions to the Real Property  
24 Appraiser Board for delivery to the Nebraska State Patrol in a form  
25 approved by both the Nebraska State Patrol and the Federal Bureau of  
26 Investigation. A fingerprint-based national criminal history record check  
27 shall be conducted through the Nebraska State Patrol and the Federal  
28 Bureau of Investigation with such record check to be carried out by the  
29 Real Property Appraiser Board; and

30 (f) Within the twelve months following approval of the applicant's  
31 education and experience by the Real Property Appraiser Board, pass a

1 licensed residential real property appraiser examination, certified  
2 residential real property appraiser examination, or certified general  
3 real property appraiser examination, approved by the Appraiser  
4 Qualifications Board, prescribed by rules and regulations of the Real  
5 Property Appraiser Board, and administered by a contracted testing  
6 service.

7 (2) To qualify for an upgraded credential, a licensed residential  
8 real property appraiser shall satisfy the appropriate requirements as  
9 follows:

10 (a) Submit two copies of legible ink-rolled fingerprint cards or  
11 equivalent electronic fingerprint submissions to the Real Property  
12 Appraiser Board for delivery to the Nebraska State Patrol in a form  
13 approved by both the Nebraska State Patrol and the Federal Bureau of  
14 Investigation. A fingerprint-based national criminal history record check  
15 shall be conducted through the Nebraska State Patrol and the Federal  
16 Bureau of Investigation with such record check to be carried out by the  
17 Real Property Appraiser Board; and

18 (b) Within the twelve months following approval of the applicant's  
19 education and experience by the Real Property Appraiser Board for an  
20 upgraded credential, pass an appropriate examination approved by the  
21 Appraiser Qualifications Board for that upgraded credential, prescribed  
22 by rules and regulations of the Real Property Appraiser Board, and  
23 administered by a contracted testing service.

24 (3) To qualify for a credential as a certified residential real  
25 property appraiser, a licensed residential real property appraiser shall:

26 (a)(i) Meet the postsecondary educational requirements pursuant to  
27 subdivisions (1)(b) and (c) of section 76-2231.01; or

28 (ii)(A) Have held a credential as a licensed residential real  
29 property appraiser for a minimum of five years; and

30 (B) Not have been subject to a nonappealable disciplinary action by  
31 the board or any other jurisdiction, which action limited the real

1 property appraiser's legal eligibility to engage in real property  
2 appraisal practice within five years immediately preceding the date of  
3 application for the certified residential real property appraiser  
4 credential;

5 (b) Successfully complete and pass proctored, closed-book  
6 examinations for no fewer than fifty additional class hours in board-  
7 approved qualifying education courses conducted by education providers as  
8 prescribed by rules and regulations of the board, or hold a degree in  
9 real estate from an accredited degree-awarding college or university or  
10 equivalent pursuant to subdivision (1)(d)(ii) of section 76-2231.01; and

11 (c) Meet the experience requirements pursuant to subdivision (1)(e)  
12 of section 76-2231.01.

13 (4) To qualify for a credential as a certified general real property  
14 appraiser, a licensed residential real property appraiser shall:

15 (a) Meet the postsecondary educational requirements pursuant to  
16 subdivisions (1)(b) and (c) of section 76-2232;

17 (b) Successfully complete and pass proctored, closed-book  
18 examinations for no fewer than one hundred fifty additional class hours  
19 in board-approved qualifying education courses conducted by education  
20 providers as prescribed by rules and regulations of the board, or hold a  
21 degree in real estate from an accredited degree-awarding college or  
22 university or equivalent pursuant to subdivision (1)(d)(ii) of section  
23 76-2232; and

24 (c) Meet the experience requirements pursuant to subdivision (1)(e)  
25 of section 76-2232.

26 (5) An appraiser holding a valid licensed residential real property  
27 appraiser credential shall satisfy the requirements for the trainee real  
28 property appraiser credential for a downgraded credential.

29 (6) The scope of practice for a licensed residential real property  
30 appraiser shall be limited to real property appraisal practice concerning  
31 noncomplex residential real property or real estate having no more than

1 four units, if any, with a transaction value of less than one million  
2 dollars and complex residential real property or real estate having no  
3 more than four units, if any, with a transaction value of less than four  
4 hundred thousand dollars. The appraisal of subdivisions for which a  
5 development analysis or appraisal is necessary is not included in the  
6 scope of practice for a licensed residential real property appraiser.

7 Sec. 9. Section 76-2231.01, Revised Statutes Supplement, 2021, is  
8 amended to read:

9 76-2231.01 (1) To qualify for a credential as a certified  
10 residential real property appraiser, an applicant shall:

11 (a) Be at least nineteen years of age;

12 (b)(i) Hold a bachelor's degree, or higher, from an accredited  
13 degree-awarding college or university;

14 (ii) Hold an associate's degree from an accredited degree-awarding  
15 community college, college, or university in the study of business  
16 administration, accounting, finance, economics, or real estate;

17 (iii) Successfully complete thirty semester hours of college-level  
18 education from an accredited degree-awarding community college, college,  
19 or university that includes:

20 (A) Three semester hours in each of the following: English  
21 composition; microeconomics; macroeconomics; finance; algebra, geometry,  
22 or higher mathematics; statistics; computer science; and business law or  
23 real estate law; and

24 (B) Three semester hours each in two elective courses in any of the  
25 topics listed in subdivision (b)(iii)(A) of this subsection, or in  
26 accounting, geography, agricultural economics, business management, or  
27 real estate;

28 (iv) Successfully complete thirty semester hours of the College-  
29 Level Examination Program ~~from an accredited degree-awarding community~~  
30 ~~college, college, or university~~ that includes:

31 (A) Three ~~three~~ semester hours in each of the following subject

1 matter areas: College algebra; ~~college composition~~; college composition  
2 modular; ~~college mathematics~~; principles of macroeconomics; principles of  
3 microeconomics; introductory business law; and information systems; and  
4 ~~or~~

5 (B) Six semester hours in each of the following subject matter  
6 areas: College composition; and college mathematics; or

7 (v) Successfully complete any combination of subdivisions (b)(iii)  
8 and (iv) of this subsection that ensures coverage of all topics and hours  
9 identified in subdivision (b)(iii) of this subsection;

10 (c) Have his or her education evaluated for equivalency by one of  
11 the following if the college degree is from a foreign country:

12 (i) An accredited degree-awarding college or university;

13 (ii) A foreign degree credential evaluation service company that is  
14 a member of the National Association of Credential Evaluation Services;  
15 or

16 (iii) A foreign degree credential evaluation service company that  
17 provides equivalency evaluation reports accepted by an accredited degree-  
18 awarding college or university;

19 (d)(i) Have successfully completed and passed examination for no  
20 fewer than two hundred class hours in Real Property Appraiser Board-  
21 approved qualifying education courses conducted by education providers as  
22 prescribed by rules and regulations of the Real Property Appraiser Board  
23 and completed the fifteen-hour National Uniform Standards of Professional  
24 Appraisal Practice Course. Each course shall include a proctored, closed-  
25 book examination pertinent to the material presented; or

26 (ii) Hold a degree in real estate from an accredited degree-awarding  
27 college or university that has had all or part of its curriculum approved  
28 by the Appraiser Qualifications Board as required core curriculum or the  
29 equivalent as determined by the Appraiser Qualifications Board. If the  
30 degree in real estate or equivalent as approved by the Appraiser  
31 Qualifications Board does not satisfy all required qualifying education

1 for credentialing, the remaining class hours shall be completed in Real  
2 Property Appraiser Board-approved qualifying education pursuant to  
3 subdivision (d)(i) of this subsection;

4 (e)(i) ~~(e)~~ Have no fewer than one thousand five hundred hours of  
5 experience as prescribed by rules and regulations of the Real Property  
6 Appraiser Board. The required experience shall be acceptable to the Real  
7 Property Appraiser Board and subject to review and determination as to  
8 conformity with the Uniform Standards of Professional Appraisal Practice.  
9 The experience shall have occurred during a period of no fewer than  
10 twelve months; or

11 (ii) Successfully complete a PAREA program. If the PAREA program  
12 does not satisfy all required experience for credentialing, the remaining  
13 experience hours shall be completed pursuant to subdivision (e)(i) of  
14 this subsection;

15 (f) Submit two copies of legible ink-rolled fingerprint cards or  
16 equivalent electronic fingerprint submissions to the Real Property  
17 Appraiser Board for delivery to the Nebraska State Patrol in a form  
18 approved by both the Nebraska State Patrol and the Federal Bureau of  
19 Investigation. A fingerprint-based national criminal history record check  
20 shall be conducted through the Nebraska State Patrol and the Federal  
21 Bureau of Investigation with such record check to be carried out by the  
22 Real Property Appraiser Board; and

23 (g) Within the twelve months following approval of the applicant's  
24 education and experience by the Real Property Appraiser Board, pass a  
25 certified residential real property appraiser examination or certified  
26 general real property appraiser examination, approved by the Appraiser  
27 Qualifications Board, prescribed by rules and regulations of the Real  
28 Property Appraiser Board, and administered by a contracted testing  
29 service.

30 (2) To qualify for an upgraded credential, a certified residential  
31 real property appraiser shall satisfy the following requirements:

1 (a) Submit two copies of legible ink-rolled fingerprint cards or  
2 equivalent electronic fingerprint submissions to the Real Property  
3 Appraiser Board for delivery to the Nebraska State Patrol in a form  
4 approved by both the Nebraska State Patrol and the Federal Bureau of  
5 Investigation. A fingerprint-based national criminal history record check  
6 shall be conducted through the Nebraska State Patrol and the Federal  
7 Bureau of Investigation with such record check to be carried out by the  
8 Real Property Appraiser Board; and

9 (b) Within the twelve months following approval of the applicant's  
10 education and experience by the Real Property Appraiser Board for an  
11 upgrade to a certified general real property appraiser credential, pass a  
12 certified general real property appraiser examination approved by the  
13 Appraiser Qualifications Board, prescribed by rules and regulations of  
14 the Real Property Appraiser Board, and administered by a contracted  
15 testing service.

16 (3) To qualify for a credential as a certified general real property  
17 appraiser, a certified residential real property appraiser shall:

18 (a) Meet the postsecondary educational requirements pursuant to  
19 subdivisions (1)(b) and (c) of section 76-2232;

20 (b) Successfully complete and pass proctored, closed-book  
21 examinations for no fewer than one hundred additional class hours in  
22 board-approved qualifying education courses conducted by education  
23 providers as prescribed by rules and regulations of the board, or hold a  
24 degree in real estate from an accredited degree-awarding college or  
25 university or equivalent pursuant to subdivision (1)(d)(ii) of section  
26 76-2232; and

27 (c) Meet the experience requirements pursuant to subdivision (1)(e)  
28 of section 76-2232.

29 (4) A certified residential real property appraiser shall satisfy  
30 the requirements for the trainee real property appraiser credential and  
31 licensed residential real property appraiser credential for a downgraded

1 credential. If requested, evidence acceptable to the Real Property  
2 Appraiser Board concerning the experience shall be presented along with  
3 an application in the form of written reports or file memoranda.

4 (5) The scope of practice for a certified residential real property  
5 appraiser shall be limited to real property appraisal practice concerning  
6 residential real property or real estate having no more than four  
7 residential units, if any, without regard to transaction value or  
8 complexity. The appraisal of subdivisions for which a development  
9 analysis or appraisal is necessary is not included in the scope of  
10 practice for a certified residential real property appraiser.

11 Sec. 10. Section 76-2232, Revised Statutes Supplement, 2021, is  
12 amended to read:

13 76-2232 (1) To qualify for a credential as a certified general real  
14 property appraiser, an applicant shall:

15 (a) Be at least nineteen years of age;

16 (b) Hold a bachelor's degree, or higher, from an accredited degree-  
17 awarding college or university;

18 (c) Have his or her education evaluated for equivalency by one of  
19 the following if the college degree is from a foreign country:

20 (i) An accredited degree-awarding college or university;

21 (ii) A foreign degree credential evaluation service company that is  
22 a member of the National Association of Credential Evaluation Services;  
23 or

24 (iii) A foreign degree credential evaluation service company that  
25 provides equivalency evaluation reports accepted by an accredited degree-  
26 awarding college or university;

27 (d)(i) Have successfully completed and passed examination for no  
28 fewer than three hundred class hours in Real Property Appraiser Board-  
29 approved qualifying education courses conducted by education providers as  
30 prescribed by rules and regulations of the Real Property Appraiser Board  
31 and completed the fifteen-hour National Uniform Standards of Professional



1 Appraisal Practice Course. Each course shall include a proctored, closed-  
2 book examination pertinent to the material presented; or

3 (ii) Hold a degree in real estate from an accredited degree-awarding  
4 college or university that has had all or part of its curriculum approved  
5 by the Appraiser Qualifications Board as required core curriculum or the  
6 equivalent as determined by the Appraiser Qualifications Board. If the  
7 degree in real estate or equivalent as approved by the Appraiser  
8 Qualifications Board does not satisfy all required qualifying education  
9 for credentialing, the remaining class hours shall be completed in Real  
10 Property Appraiser Board-approved qualifying education pursuant to  
11 subdivision (d)(i) of this subsection;

12 (e)(i) ~~(e)~~ Have no fewer than three thousand hours of experience, of  
13 which one thousand five hundred hours shall be in nonresidential  
14 appraisal work, as prescribed by rules and regulations of the Real  
15 Property Appraiser Board. The required experience shall be acceptable to  
16 the Real Property Appraiser Board and subject to review and determination  
17 as to conformity with the Uniform Standards of Professional Appraisal  
18 Practice. The experience shall have occurred during a period of no fewer  
19 than eighteen months; or

20 (ii) Successfully complete a PAREA program. If the PAREA program  
21 does not satisfy all required experience for credentialing, the remaining  
22 experience hours shall be completed pursuant to subdivision (e)(i) of  
23 this subsection;

24 (f) Submit two copies of legible ink-rolled fingerprint cards or  
25 equivalent electronic fingerprint submissions to the Real Property  
26 Appraiser Board for delivery to the Nebraska State Patrol in a form  
27 approved by both the Nebraska State Patrol and the Federal Bureau of  
28 Investigation. A fingerprint-based national criminal history record check  
29 shall be conducted through the Nebraska State Patrol and the Federal  
30 Bureau of Investigation with such record check to be carried out by the  
31 Real Property Appraiser Board; and

1 (g) Within the twelve months following approval of the applicant's  
2 education and experience by the Real Property Appraiser Board, pass a  
3 certified general real property appraiser examination, approved by the  
4 Appraiser Qualifications Board, prescribed by rules and regulations of  
5 the Real Property Appraiser Board, and administered by a contracted  
6 testing service.

7 (2) A certified general real property appraiser shall satisfy the  
8 requirements for the trainee real property appraiser credential, licensed  
9 residential real property appraiser credential, and certified residential  
10 real property appraiser credential for a downgraded credential. If  
11 requested, evidence acceptable to the Real Property Appraiser Board  
12 concerning the experience shall be presented along with an application in  
13 the form of written reports or file memoranda.

14 (3) The scope of practice for the certified general real property  
15 appraiser shall include real property appraisal practice concerning all  
16 types of real property or real estate that appraiser is competent to  
17 engage in.

18 Sec. 11. Section 76-2233.01, Revised Statutes Cumulative Supplement,  
19 2020, is amended to read:

20 76-2233.01 (1) A nonresident currently credentialed to engage in  
21 real property appraisal practice concerning real estate and real property  
22 under the laws of another jurisdiction may obtain a temporary credential  
23 as a licensed residential real property appraiser, a certified  
24 residential real property appraiser, or a certified general real property  
25 appraiser to engage in real property appraisal practice in this state.

26 (2) To qualify for the issuance of a temporary credential, an  
27 applicant shall:

28 (a) Submit an application on a form approved by the board;

29 (b) Submit a letter of engagement or a contract indicating the  
30 location of the real property appraisal practice assignment—and  
31 completion date;

1 (c) Submit an irrevocable consent that service of process upon him  
2 or her may be made by delivery of the process to the director of the  
3 board if the plaintiff cannot, in the exercise of due diligence, effect  
4 personal service upon the applicant in an action against the applicant in  
5 a court of this state arising out of the applicant's activities in this  
6 state; and

7 (d) Pay the appropriate application fee in an amount established by  
8 the board pursuant to section 76-2241.

9 (3) The credential status of an applicant under this section,  
10 including current standing and any disciplinary action imposed against  
11 his or her credentials, shall be verified through the National Registry  
12 of the Appraisal Subcommittee of the Federal Financial Institutions  
13 Examination Council.

14 (4) Application for a temporary credential is valid for one year  
15 from the date application is made to the board or upon the expiration of  
16 the assignment specified in the letter of engagement, whichever occurs  
17 first.

18 (5) A temporary credential issued under this section shall be  
19 expressly limited to a grant of authority to engage in real property  
20 appraisal practice required for an assignment in this state. Each  
21 temporary credential shall expire upon the completion of the assignment  
22 or upon the expiration of a period of six months from the date of  
23 issuance, whichever occurs first. A temporary credential may be renewed  
24 for one additional six-month period.

25 (6) Any person issued a temporary credential to engage in real  
26 property appraisal practice in this state shall comply with all of the  
27 provisions of the Real Property Appraiser Act relating to the appropriate  
28 classification of credentialing. The board may, upon its own motion, and  
29 shall, upon the written complaint of any aggrieved person, cause an  
30 investigation to be made with respect to an alleged violation of the act  
31 by a person who is engaged in, or who has engaged in, real property

1 appraisal practice as a temporary credential holder, and that person  
2 shall be deemed a real property appraiser within the meaning of the act.

3 Sec. 12. Section 76-2236, Revised Statutes Cumulative Supplement,  
4 2020, is amended to read:

5 76-2236 (1) Every credential holder shall furnish evidence to the  
6 board that he or she has satisfactorily completed no fewer than twenty-  
7 eight hours of approved continuing education activities in each two-year  
8 continuing education period. ~~The continuing education period begins on~~  
9 ~~January 1 of the next year for any credential holder who first obtained~~  
10 ~~his or her credential at the current level on or after July 1.~~ Hours of  
11 satisfactorily completed approved continuing education activities cannot  
12 be carried over from one two-year continuing education period to another.  
13 Evidence of successful completion of such continuing education activities  
14 for the two-year continuing education period, including passing  
15 examination if applicable, shall be submitted to the board in the manner  
16 prescribed by the board. No continuing education activity shall be less  
17 than two hours in duration. A person who holds a temporary credential  
18 does not have to meet any continuing education requirements in the Real  
19 Property Appraiser Act.

20 (2) As prescribed by rules and regulations of the Real Property  
21 Appraiser Board and at least once every two years, the seven-hour  
22 National Uniform Standards of Professional Appraisal Practice Update  
23 Course as approved by the Appraiser Qualifications Board or the  
24 equivalent of the course as approved by the Real Property Appraiser  
25 Board, shall be included in the continuing education requirement of each  
26 credential holder. An instructor certified by the Appraiser  
27 Qualifications Board satisfies this requirement by successfully  
28 completing a seven-hour instructor recertification course and examination  
29 as approved by the Appraiser Qualifications Board.

30 (3) A continuing education activity conducted in another  
31 jurisdiction in which the activity is approved to meet the continuing

1 education requirements for renewal of a credential in such other  
2 jurisdiction shall be accepted by the board if that jurisdiction has  
3 adopted and enforces standards for such continuing education activity  
4 that meet or exceed the standards established by the Real Property  
5 Appraiser Act and the rules and regulations of the board.

6 (4) The board may adopt a program of continuing education for  
7 individual credentials as long as the program is compliant with the  
8 Appraiser Qualifications Board's criteria specific to continuing  
9 education.

10 (5) No more than fourteen hours may be approved by the Real Property  
11 Appraiser Board as continuing education in each two-year continuing  
12 education period for participation, other than as a student, in appraisal  
13 educational processes and programs, which includes teaching, program  
14 development, authorship of textbooks, or similar activities that are  
15 determined by the board to be equivalent to obtaining continuing  
16 education. Evidence of participation shall be submitted to the board upon  
17 completion of the appraisal educational process or program. No  
18 preapproval will be granted for participation in appraisal educational  
19 processes or programs.

20 (6) Qualifying education, as approved by the board, successfully  
21 completed by a credential holder to fulfill the class-hour requirement to  
22 upgrade to a higher classification than his or her current  
23 classification, shall be approved by the board as continuing education.

24 (7) Qualifying education, as approved by the board, taken by a  
25 credential holder not to fulfill the class-hour requirement to upgrade to  
26 a higher classification, shall be approved by the board as continuing  
27 education if the credential holder completes the examination.

28 (8) A board-approved supervisory real property appraiser and trainee  
29 course successfully completed by a certified real property appraiser  
30 shall be approved by the board as continuing education no more than once  
31 during each two-year continuing education period.

1           (9) The Real Property Appraiser Board shall approve continuing  
2 education activities and instructors which it determines would protect  
3 the public by improving the competency of credential holders.

4           Sec. 13. Original sections 76-2201, 76-2203, 76-2207.23, and  
5 76-2218, Reissue Revised Statutes of Nebraska, sections 76-2233.01 and  
6 76-2236, Revised Statutes Cumulative Supplement, 2020, and sections  
7 76-2207.30, 76-2221, 76-2230, 76-2231.01, and 76-2232, Revised Statutes  
8 Supplement, 2021, are repealed.

9           Sec. 14. Since an emergency exists, this act takes effect when  
10 passed and approved according to law.



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402-471-9015

Board Number: \_\_\_\_\_
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APPLICATION FOR APPROVAL AS A CONTINUING EDUCATION
ACTIVITY IN NEBRASKA

This application must be used by an education provider applying for approval of a continuing education activity or resubmission of a continuing education activity approved by the Board. A separate application form must be filed for each continuing education activity submitted for approval. Applicants should read carefully Chapter 6 of Title 298 of the Nebraska Administrative Code before completing the information below. Any application deemed to be incomplete may be returned.

EDUCATION PROVIDER INFORMATION

Education Provider Name: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_
Last First Middle

Address: \_\_\_\_\_
PO Box or Street Number City State Zip Code + 4

\_\_\_\_\_
Email Address Area Code + Phone Number

CONTINUING EDUCATION ACTIVITY INFORMATION

Per the Real Property Appraiser Qualifications Criteria effective on January 1, 2022, synchronous educational offering means, the instructor and students interact simultaneously online, similar to a phone call, video chat or live webinar, or web-based meeting; asynchronous educational offering means, the instructor and students' interaction is non-simultaneous, and the students' progress at their own pace and follow a structured course content and quiz/exam schedule.

Activity Title: \_\_\_\_\_

Activity Length (Hours): Exam hours not required nor counted \_\_\_\_\_

The activity is conducted: [ ] In-class [ ] By Correspondence (Synchronous) [ ] Online (Asynchronous)

The activity is being submitted for approval as: [ ] Seven-hour National USPAP Update Course [ ] Other

This submission is a: [ ] New Continuing Education Activity [ ] Resubmission of an Approved Continuing Education Activity

Continuing Education Activity Secondary Provider: [ ] Yes [ ] No

## RESUBMISSION INFORMATION

If *New Continuing Education Activity* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, proceed to APPLICATION CHECKLIST.

If *Resubmission of an Approved Continuing Education Activity* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, the reason for resubmission is:

- There is a change in the status of approval by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program.
- There is a substantial change to the materials, presentation, or policies.
- There is a change in the qualifications as specified in 298 NAC, Chapter 6, § 005.01 under which an instructor was approved.
- One or more instructors are added or removed by the education provider.
- The materials, theories, and/or methodologies are no longer current.
- The activity content and/or policies are no longer communicated to the credential holder(s) as presented for approval.
- There is a change in the status of certification by the International Distance Education Certification Center.
- There is a change to a secondary provider's rights to the activity.

## APPLICATION CHECKLIST

All materials submitted to the Board related to an Application for Approval as a Continuing Education Activity are for Board use only and shall be retained by the Board.

### General

Required for all continuing education activities.

- Completed application.
- Non-refundable \$25.00 application fee.
- A completed Application for Approval as Instructor for Qualifying Education Activity, Continuing Education Activity, or Supervisory Real Property Appraiser and Trainee Course in Nebraska for each instructor.
- A document certifying completion issued to each attendee upon completion of any continuing education activity. The document includes the name of education provider, signature of education provider and/or instructor, name of activity as approved, location at which activity was conducted or presentation method, date(s) the activity was conducted, number of hours, pass or fail statement, and name of credential holder, or be an official transcript from a university or college that includes the name of activity as approved, the number of credit hours awarded, and the name of the attendee.

**AND** if Yes is selected for Continuing Education Activity Secondary Provider under CONTINUING EDUCATION ACTIVITY INFORMATION:

- Evidence that the rights to the continuing education activity have been purchased or lawfully acquired from the education provider that owns the rights to the activity materials.



## AQB Approved Continuing Education Activities

Required for activities approved by the AQB of The Appraisal Foundation through its Course Approval Program.

- Evidence that the continuing education activity is approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program for continuing education.

**AND** if *Online (Asynchronous)* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION:

- Evidence that the online activity is certified by the International Distance Education Certification Center (Secondary providers must have IDECC approval under own name).

**OR**

Evidence that the online activity is conducted by an accredited college, community college, or university that offers distance education programs and is approved or accredited by the Commission on Colleges, a regional or national accreditation association, or by an accrediting agency that is recognized by the U.S. Secretary of Education, that awards academic credit for the distance education courses.

## Non-AQB Approved Continuing Education Activities

Required for activities not approved by the AQB. If *Resubmission of an Approved Continuing Education Activity* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, only the items that have changed since the last submission need to be included.

- An activity description that clearly describes the content.
- All learning objectives.
- An instructor policy that requires the use of instructors who meet the requirements of the Nebraska Real Property Appraiser Act and Title 298.
- A timed outline that accounts for the general flow and recommended time spent on topics contained within the activity and reflects hours of credit per topic.
- All student and instructor materials.
- A record retention policy.
- An attendance policy that requires attendance to be verified in accordance with the Nebraska Real Property Appraiser Act and Title 298.

**AND** if *Seven-hour National USPAP Update Course* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION:

- A completed "7-Hour USPAP Course Checklist for AQB Equivalency Approval" as developed and published by The Appraisal Foundation for Seven-hour National USPAP Update Course.

**AND** if *Online (Asynchronous)* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION:

- Evidence that the online activity is certified by the International Distance Education Certification Center (Secondary providers must have IDECC approval under own name).

**OR**

Evidence that the online activity is conducted by an accredited college, community college, or university that offers distance education programs and is approved or accredited by the Commission on Colleges, a regional or national accreditation association, or by an accrediting agency that is recognized by the U.S. Secretary of Education, that awards academic credit for the distance education courses, **AND**

Evidence that online education activity provides interaction in a reciprocal environment where the student has verbal or written communication with the instructor.

- Description of the mechanism(s) used to demonstrate the student's knowledge of the subject matter, and why the mechanism(s) are effective.

## GENERAL REQUIREMENTS

1. The Board may at any time conduct an audit of any approved education activity to verify that the activity is being conducted in accordance with the Real Property Appraiser Act and Title 298 as approved. If requested, electronic access will be provided to the Board for any approved online education activity.
2. The Board may at any time review activity and instructor materials approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program to verify that the activity and/or instructor(s) meets the requirements of the Real Property Appraiser Act and Title 298 as approved.
3. Approval of activities does not transfer from one education provider to another, unless one education provider obtains the legal rights to all activities of another education provider.
4. Education providers and instructors will comply with the Nebraska Private Postsecondary Career Schools Act, NEB. REV. STAT § 85-1601, et seq. as applicable.
5. Knowingly offering or attempting to offer a qualifying or continuing education activity as being approved by the Board to a real property appraiser or an applicant, without first obtaining approval of the activity from the Board, except for activities required by an accredited degree-awarding college or university for completion of a degree in real estate, if the college or university had its curriculum approved by the Appraiser Qualifications Board as qualifying education is a violation of Neb. Rev. Stat. § 76-2238(21).
6. Any continuing education activity must contribute to a credential holder's development of real property appraiser related skill, knowledge, and competency in any one or more of the following subjects:
  - (1) Real property appraisal practice,
  - (2) Valuation methodology and/or techniques,
  - (3) Market fundamentals, characteristics, conditions and analysis,
  - (4) Real property concepts, characteristics and analysis,
  - (5) Communication,
  - (6) Computation, and/or
  - (7) Legal considerations.
7. An activity in which the primary purpose is training in the use of a specific software, and not utilization of a software to improve competency in appraisal practice; valuation methodology and/or techniques; market fundamentals, characteristics, conditions and analysis; real property concepts, characteristics and analysis; communication; computation; and/or legal considerations, does not meet the requirements for approval as a continuing education activity.

***I hereby attest that I have included all required materials, comply with all the listed requirements, and completed the submitted application in its entirety. I understand that, should this application be found to be incomplete, that it may be considered invalid and be returned.***

Print Name:

\_\_\_\_\_ Last

\_\_\_\_\_ First

\_\_\_\_\_ Middle

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## EXPIRATION AND RESCINDING APPROVAL

1. Except for the seven-hour Uniform Standards of Professional Practice Update course, which expires on the date on which the approval by the Appraiser Qualifications Board expires, a continuing education activity shall expire on the date five years after the date of approval.
2. The Board may rescind approval of a continuing education activity if the Board finds:
  - 1) Falsification of information submitted for activity approval,
  - 2) A change in approval by Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program,
  - 3) A change in status of certification by the International Distance Education Certification Center,
  - 4) Substantial errors and/or deficiencies in the materials or presentation,
  - 5) The materials, theories, and/or methodologies are not current and/or practical,
  - 6) There is a change in the qualifications as specified in 298 NAC, Chapter 6, § 005.01 under which an instructor was approved,
  - 7) The instructor(s) responsible for the activity content and presentation is not approved,
  - 8) The activity has not been offered for a period of at least five years from the last date of completion or the approval date if activity has not been offered,
  - 9) The activity content and/or policies are not communicated to the credential holder(s) as presented for approval,
  - 10) A material violation of Real Property Appraiser Act or Title 298 by the education provider or instructor for the activity, or
  - 11) There is a change to a secondary provider's rights to the activity.
3. If the Board finds reason to rescind its approval of an activity, the Board will provide written notice to the education provider that includes a description of the reasons for rescinding approval found by the Board. The education provider has 60 days from the date of notice to provide a written response to the Board's notice. If the response is satisfactory to the Board, the Board will not rescind its approval. If the response is not satisfactory to the Board, the Board may rescind approval of the activity. If approval is rescinded, the education provider may file a new application for approval of the qualifying education activity, and if so, meet the requirements in place at the time a new application is submitted to the Board.

## DIRECTIONS

1. Complete entire application. If required information is not provided, application will be considered incomplete and may be returned to you.
2. Along with the application, all information requested in the APPLICATION CHECKLIST section, as applicable, must be included.
3. Mail application, fee, and supporting documentation to:  
NEBRASKA REAL PROPERTY APPRAISER BOARD  
PO BOX 94963  
LINCOLN NE 68509-4963
4. Questions or concerns may be directed to Board staff at 402-471-9015 or [nrpab.education@nebraska.gov](mailto:nrpab.education@nebraska.gov).



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https://appraiser.ne.gov/
402-471-9015

Board Number: \_\_\_\_\_
Date Received: \_\_\_\_\_
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APPLICATION FOR RENEWAL AS A CONTINUING EDUCATION
ACTIVITY IN NEBRASKA

This application must be used by an education provider applying for renewal of a continuing education activity. A separate application form must be filed for each continuing education activity submitted for renewal. Applicants should read carefully Chapter 6 of Title 298 of the Nebraska Administrative Code before completing the information below. Any application deemed to be incomplete may be returned.

EDUCATION PROVIDER INFORMATION

Education Provider Name: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_ Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Address: \_\_\_\_\_ PO Box or Street Number \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code + 4 \_\_\_\_\_

\_\_\_\_\_ Email Address \_\_\_\_\_ Area Code + Phone Number \_\_\_\_\_

CONTINUING EDUCATION ACTIVITY INFORMATION

Per the Real Property Appraiser Qualifications Criteria effective on January 1, 2022, synchronous educational offering means, the instructor and students interact simultaneously online, similar to a phone call, video chat or live webinar, or web-based meeting; asynchronous educational offering means, the instructor and students' interaction is non-simultaneous, and the students' progress at their own pace and follow a structured course content and quiz/exam schedule.

Activity Title: \_\_\_\_\_

Activity Length (Hours): Exam hours not required nor counted \_\_\_\_\_

Nebraska Continuing Education Activity Approval Number: \_\_\_\_\_

The activity is conducted: [ ] In-class [ ] By Correspondence (Synchronous) [ ] Online (Asynchronous)

## APPLICATION CHECKLIST

All materials submitted to the Board related to an Application for Approval as a Continuing Education Activity are for Board use only and shall be retained by the Board.

### General

Required for all continuing education activities.

- Completed application.
- Non-refundable \$10.00 application fee.

## GENERAL REQUIREMENTS

1. The Board may at any time conduct an audit of any approved education activity to verify that the activity is being conducted in accordance with the Real Property Appraiser Act and Title 298 as approved. If requested, electronic access will be provided to the Board for any approved online education activity.
2. The Board may at any time review activity and instructor materials approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program to verify that the activity and/or instructor(s) meets the requirements of the Real Property Appraiser Act and Title 298 as approved.
3. Approval of activities does not transfer from one education provider to another, unless one education provider obtains the legal rights to all activities of another education provider.
4. Education providers and instructors will comply with the Nebraska Private Postsecondary Career Schools Act, NEB. REV. STAT § 85-1601, et seq. as applicable.
5. Knowingly offering or attempting to offer a qualifying or continuing education activity as being approved by the Board to a real property appraiser or an applicant, without first obtaining approval of the activity from the Board, except for activities required by an accredited degree-awarding college or university for completion of a degree in real estate, if the college or university had its curriculum approved by the Appraiser Qualifications Board as qualifying education is a violation of Neb. Rev. Stat. § 76-2238(21).

***I hereby attest that I understand the GENERAL REQUIREMENTS listed above, and that none of the following has taken place since approval was initially granted by the Board:***

- A change in the status of approval by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program,
- A substantial change to the materials, presentation, or policies,
- A change in the qualifications as specified in 298 NAC, Chapter 6, § 005.01 under which an instructor was approved,
- One or more instructors were added or removed,
- The materials, theories, and/or methodologies are no longer current,
- The activity content and/or policies are no longer communicated to the credential holder(s) as presented for approval,
- A change in the status of certification by the International Distance Education Certification Center, or
- A change to a secondary provider's rights to the activity.

Print Name: \_\_\_\_\_  
Last First Middle

\_\_\_\_\_  
Signature Date

## EXPIRATION AND RESCINDING APPROVAL

1. Except for the seven-hour Uniform Standards of Professional Practice Update course, which expires on the date on which the approval by the Appraiser Qualifications Board expires, a continuing education activity shall expire on the date five years after the date of approval.
2. The Board may rescind approval of a continuing education activity if the Board finds:
  - 1) Falsification of information submitted for activity approval,
  - 2) A change in approval by Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program,
  - 3) A change in status of certification by the International Distance Education Certification Center,
  - 4) Substantial errors and/or deficiencies in the materials or presentation,
  - 5) The materials, theories, and/or methodologies are not current and/or practical,
  - 6) There is a change in the qualifications as specified in 298 NAC, Chapter 6, § 005.01 under which an instructor was approved,
  - 7) The instructor(s) responsible for the activity content and presentation is not approved,
  - 8) The activity has not been offered for a period of at least five years from the last date of completion or the approval date if activity has not been offered,
  - 9) The activity content and/or policies are not communicated to the credential holder(s) as presented for approval,
  - 10) A material violation of the Real Property Appraiser Act or Title 298 by the education provider or instructor for the activity, or
  - 11) There is a change to a secondary provider's rights to the activity.
3. If the Board finds reason to rescind its approval of an activity, the Board will provide written notice to the education provider that includes a description of the reasons for rescinding approval found by the Board. The education provider has 60 days from the date of notice to provide a written response to the Board's notice. If the response is satisfactory to the Board, the Board will not rescind its approval. If the response is not satisfactory to the Board, the Board may rescind approval of the activity. If approval is rescinded, the education provider may file a new application for approval of the qualifying education activity, and if so, meet the requirements in place at the time a new application is submitted to the Board.

## DIRECTIONS

1. Complete entire application. If required information is not provided, application will be considered incomplete and may be returned to you.
2. Along with the application, all information requested in the APPLICATION CHECKLIST section, as applicable, must be included.
3. Mail application, fee, and supporting documentation to:  
NEBRASKA REAL PROPERTY APPRAISER BOARD  
PO BOX 94963  
LINCOLN NE 68509-4963
4. Questions or concerns may be directed to Board staff at 402-471-9015 or [nrpab.education@nebraska.gov](mailto:nrpab.education@nebraska.gov).



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## APPLICATION FOR APPROVAL AS A QUALIFYING EDUCATION ACTIVITY IN NEBRASKA

This application must be used by an education provider applying for approval of a qualifying education activity or resubmission of a qualifying education activity approved by the Board. A separate application form must be filed for each qualifying education activity submitted for approval. Applicants should read carefully Chapter 6 of Title 298 of the Nebraska Administrative Code before completing the information below. Any application deemed to be incomplete may be returned.

### EDUCATION PROVIDER INFORMATION

Education Provider Name: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
PO Box or Street Number City State Zip Code + 4

\_\_\_\_\_ Email Address Area Code + Phone Number

### QUALIFYING EDUCATION ACTIVITY INFORMATION

Per the Real Property Appraiser Qualifications Criteria effective on January 1, 2022, synchronous educational offering means, the instructor and students interact simultaneously online, similar to a phone call, video chat or live webinar, or web-based meeting; asynchronous educational offering means, the instructor and students' interaction is non-simultaneous, and the students' progress at their own pace and follow a structured course content and quiz/exam schedule.

Activity Title: \_\_\_\_\_

Activity Length (Hours): \_\_\_\_\_

The activity is conducted:  In-class  By Correspondence ([Synchronous](#))  Online ([Asynchronous](#))

The activity is being submitted for approval as:  Core Curriculum Course  Subject Matter Elective

This submission is a:  New Qualifying Education Activity  Resubmission of an Approved Qualifying Education Activity

Qualifying Education Activity Secondary Provider:  Yes  No

## RESUBMISSION INFORMATION

If *New Qualifying Education Activity* is selected under QUALIFYING EDUCATION ACTIVITY INFORMATION, proceed to APPLICATION CHECKLIST.

If *Resubmission of an Approved Qualifying Education Activity* is selected under QUALIFYING EDUCATION ACTIVITY INFORMATION, the reason for resubmission is:

- There is a change in the status of approval by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program.
- There is a substantial change to the materials, presentation, or policies.
- There is a change in the qualifications as specified in 298 NAC, Chapter 6, § 005.01 under which an instructor was approved.
- One or more instructors are added or removed by the education provider.
- The materials, theories, and/or methodologies are no longer current.
- The activity content and/or policies are no longer communicated to the credential holder(s) as presented for approval.
- There is a change in the status of certification by the International Distance Education Certification Center.
- There is a change to a secondary provider's rights to the activity.

## APPLICATION CHECKLIST

All materials submitted to the Board related to an Application for Approval as a Qualifying Education Activity are for Board use only and shall be retained by the Board.

### General

Required for all qualifying education activities.

- Completed application.
- Non-refundable \$50.00 application fee.
- A completed Application for Approval as Instructor for Qualifying Education Activity, Continuing Education Activity, or Supervisory Real Property Appraiser and Trainee Course in Nebraska for each instructor.
- A document certifying completion issued to each attendee upon completion of any qualifying education activity. The document includes the name of education provider, signature of education provider and/or instructor, name of activity as approved, location at which activity was conducted or presentation method, date(s) the activity was conducted, number of hours, pass or fail statement, and name of credential holder, or be an official transcript from a university or college that includes the name of activity as approved, the number of credit hours awarded, and the name of the attendee.

**AND** if Yes is selected for Qualifying Education Activity Secondary Provider under QUALIFYING EDUCATION ACTIVITY INFORMATION:

- Evidence that the rights to the qualifying education activity have been purchased or lawfully acquired from the education provider that owns the rights to the activity materials.



## AQB Approved Qualifying Education Activities

Required for activities approved by the AQB of The Appraisal Foundation through its Course Approval Program.

- Evidence that the qualifying education activity is approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program for qualifying education.

**AND** if *Online (Asynchronous)* is selected under QUALIFYING EDUCATION ACTIVITY INFORMATION:

- Evidence that the online activity is certified by the International Distance Education Certification Center (Secondary providers must have IDECC approval under own name).

**OR**

Evidence that the online activity is conducted by an accredited college, community college, or university that offers distance education programs and is approved or accredited by the Commission on Colleges, a regional or national accreditation association, or by an accrediting agency that is recognized by the U.S. Secretary of Education, that awards academic credit for the distance education courses.

## Non-AQB Approved Qualifying Education Activities

Required for activities not approved by the AQB. If *Resubmission of an Approved Qualifying Education Activity* is selected under QUALIFYING EDUCATION ACTIVITY INFORMATION, only the items that have changed since the last submission need to be included.

- An activity description that clearly describes the content.
- All learning objectives.
- An instructor policy that requires the use of instructors who meet the requirements of the Nebraska Real Property Appraiser Act and Title 298.
- All student and instructor materials.
- A timed outline that accounts for the general flow and recommended time spent on topics contained within the activity and reflects hours of credit per topic.
- A record retention policy.
- An attendance policy that requires attendance to be verified in accordance with the Nebraska Real Property Appraiser Act and Title 298.
- A proctored closed-book final examination.

**AND** if *Online (Asynchronous)* is selected under QUALIFYING EDUCATION ACTIVITY INFORMATION:

- Evidence that the online activity is certified by the International Distance Education Certification Center (Secondary providers must have IDECC approval under own name).

**OR**

Evidence that the online activity is conducted by an accredited college, community college, or university that offers distance education programs and is approved or accredited by the Commission on Colleges, a regional or national accreditation association, or by an accrediting agency that is recognized by the U.S. Secretary of Education, that awards academic credit for the distance education courses, **AND**

Evidence that online education activity provides interaction in a reciprocal environment where the student has verbal or written communication with the instructor.

- Description of the mechanism(s) used to demonstrate the student's knowledge of the subject matter, and why the mechanism(s) are effective.

## GENERAL REQUIREMENTS

1. The Board may at any time conduct an audit of any approved education activity to verify that the activity is being conducted in accordance with the Real Property Appraiser Act and Title 298 as approved. If requested, electronic access will be provided to the Board for any approved online education activity.
2. The Board may at any time review activity and instructor materials approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program to verify that the activity and/or instructor(s) meets the requirements of the Real Property Appraiser Act and Title 298 as approved.
3. Approval of activities does not transfer from one education provider to another, unless one education provider obtains the legal rights to all activities of another education provider.
4. Education providers and instructors will comply with the Nebraska Private Postsecondary Career Schools Act, NEB. REV. STAT § 85-1601, et seq. as applicable.
5. Knowingly offering or attempting to offer a qualifying or continuing education activity as being approved by the Board to a real property appraiser or an applicant, without first obtaining approval of the activity from the Board, except for activities required by an accredited degree-awarding college or university for completion of a degree in real estate, if the college or university had its curriculum approved by the Appraiser Qualifications Board as qualifying education is a violation of Neb. Rev. Stat. § 76-2238(21).
6. Any appraisal subject matter elective qualifying education activity must contribute to an attendee's development of real property appraiser related competency in any one or more of the following subjects:
  - (1) Real property appraisal practice,
  - (2) Valuation methodology and/or techniques,
  - (3) Market fundamentals, characteristics, conditions and analysis,
  - (4) Real property concepts, characteristics, and analysis,
  - (5) Communication,
  - (6) Computation, and/or
  - (7) Legal considerations.

***I hereby attest that I have included all required materials, comply with all the listed requirements, and completed the submitted application in its entirety. I understand that, should this application be found to be incomplete, that it may be considered invalid and be returned.***

Print Name:

\_\_\_\_\_

Last

\_\_\_\_\_

First

\_\_\_\_\_

Middle

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

## RESCINDING APPROVAL

1. The Board may rescind approval of a qualifying education activity if the Board finds:
  - 1) Falsification of information submitted for activity approval,
  - 2) A change in approval by Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program,
  - 3) A change in status of certification by the International Distance Education Certification Center,
  - 4) Substantial errors and/or deficiencies in the materials or presentation,
  - 5) The materials, theories, and/or methodologies are not current and/or practical,
  - 6) There is a change in the qualifications as specified in 298 NAC, Chapter 6, § 005.01 under which an instructor was approved,
  - 7) The instructor(s) responsible for the activity content and presentation is not approved,
  - 8) The activity has not been offered for a period of at least five years from the last date of completion or the approval date if activity has not been offered,
  - 9) The activity content and/or policies are not communicated to the credential holder(s) as presented for approval,
  - 10) A material violation of the Real Property Appraiser Act or Title 298 by the education provider or instructor for the activity, or
  - 11) There is a change to a secondary provider's rights to the activity.
2. If the Board finds reason to rescind its approval of an activity, the Board will provide written notice to the education provider that includes a description of the reasons for rescinding approval found by the Board. The education provider has 60 days from the date of notice to provide a written response to the Board's notice. If the response is satisfactory to the Board, the Board will not rescind its approval. If the response is not satisfactory to the Board, the Board may rescind approval of the activity. If approval is rescinded, the education provider may file a new application for approval of the qualifying education activity, and if so, meet the requirements in place at the time a new application is submitted to the Board.

## DIRECTIONS

1. Complete entire application. If required information is not provided, application will be considered incomplete and may be returned to you.
2. Along with the application, all information requested in the APPLICATION CHECKLIST section, as applicable, must be included.
3. Mail application, fee, and supporting documentation to:  
NEBRASKA REAL PROPERTY APPRAISER BOARD  
PO BOX 94963  
LINCOLN NE 68509-4963
4. Questions or concerns may be directed to Board staff at 402-471-9015 or [nrpab.education@nebraska.gov](mailto:nrpab.education@nebraska.gov).



301 Centennial Mall South, First Floor  
 PO Box 94963  
 Lincoln, NE 68509-4963  
<https://appraiser.ne.gov/>  
 402-471-9015

Board Number: \_\_\_\_\_  
 Date Received: \_\_\_\_\_

For Board Use Only

## APPLICATION FOR APPROVAL AS A SUPERVISORY REAL PROPERTY APPRAISER AND TRAINEE COURSE IN NEBRASKA

This application must be used by an education provider applying for approval of a supervisory real property appraiser and trainee course or resubmission of a supervisory real property appraiser and trainee course approved by the Board. A separate application form must be filed for each supervisory real property appraiser and trainee course submitted for approval. Applicants should read carefully Chapter 6 of Title 298 of the Nebraska Administrative Code before completing the information below. Any application deemed to be incomplete may be returned.

### EDUCATION PROVIDER INFORMATION

Education Provider Name: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
PO Box or Street Number City State Zip Code + 4

\_\_\_\_\_ Email Address Area Code + Phone Number

### SUPERVISORY REAL PROPERTY APPRAISER AND TRAINEE COURSE INFORMATION

Per the Real Property Appraiser Qualifications Criteria effective on January 1, 2022, synchronous educational offering means, the instructor and students interact simultaneously online, similar to a phone call, video chat or live webinar, or web-based meeting; asynchronous educational offering means, the instructor and students' interaction is non-simultaneous, and the students' progress at their own pace and follow a structured course content and quiz/exam schedule.

Course Title: \_\_\_\_\_

Course Length (Hours): \_\_\_\_\_

The activity is conducted:  In-class  By Correspondence ([Synchronous](#))  Online ([Asynchronous](#))

This submission is a:  New Supervisory Appraiser and Trainee Course  Resubmission of an Approved Supervisory Appraiser and Trainee Course

Supervisory Appraiser and Trainee Course Secondary Provider:  Yes  No

## RESUBMISSION INFORMATION

If *New Supervisory Real Property Appraiser and Trainee Course* is selected under SUPERVISORY REAL PROPERTY APPRAISER AND TRAINEE COURSE INFORMATION, proceed to APPLICATION CHECKLIST.

If *Resubmission of an Approved Supervisory Appraiser and Trainee Course* is selected under SUPERVISORY REAL PROPERTY APPRAISER AND TRAINEE COURSE INFORMATION, the reason for resubmission is:

- There is a substantial change to the materials, presentation, or policies.
- There is a change in the qualifications as specified in 298 NAC, Chapter 6, § 005.01 under which an instructor was approved.
- One or more instructors are added or removed by the education provider.
- The materials, theories, and/or methodologies are no longer current.
- The activity content and/or policies are no longer communicated to the credential holder(s) as presented for approval.
- There is a change in the status of certification by the International Distance Education Certification Center.
- There is a change to a secondary provider's rights to the activity.

## APPLICATION CHECKLIST

All materials submitted for an Application for Approval as a Supervisory Real Property Appraiser and Trainee Course are for Board use only and shall be retained by the Board. Except for the completed application and the \$25.00 application fee, if *Resubmission of an Approved Supervisory Real Property Appraiser and Trainee Course* is selected under SUPERVISORY REAL PROPERTY APPRAISER AND TRAINEE COURSE INFORMATION, only the items that have changed since the last submission need to be included.

- Completed application.
- A course description that clearly describes the content of the course, and meets the requirements specified in Section 004.03 of Title 298.
- Learning objectives that meet the requirements specified in Section 004.02 of Title 298.
- An instructor policy that requires the use of instructors who meet the requirements of the Nebraska Real Property Appraiser Act and Title 298.
- All student and instructor materials.
- A completed Application for Approval as Instructor for Qualifying Education Activity, Continuing Education Activity, or Supervisory Real Property Appraiser and Trainee Course in Nebraska for each instructor.
- A document certifying completion issued to each attendee upon completion of a supervisory real property appraiser and trainee course. The document includes the name of education provider, signature of education provider and/or instructor, name of activity as approved, location at which activity was conducted or presentation method, date(s) the activity was conducted, number of hours, pass or fail statement, and name of credential holder, or be an official transcript from a university or college that includes the name of activity as approved, the number of credit hours awarded, and the name of the attendee.
- Non-refundable \$25.00 application fee.
- A timed outline that accounts for the general flow and recommended time spent on topics contained within the course and reflects hours of credit per topic.
- A record retention policy.
- An attendance policy that requires attendance to be verified in accordance with the Nebraska Real Property Appraiser Act and Title 298.
- A closed-book final examination.

**AND** if *Yes* is selected for Supervisory Real Property Appraiser and Trainee Course Secondary Provider under SUPERVISORY REAL PROPERTY APPRAISER AND TRAINEE COURSE INFORMATION:

- Evidence that the rights to the course have been purchased or lawfully acquired from the education provider that owns the rights to the course materials.

**AND** if *Online (Asynchronous)* is selected under SUPERVISORY REAL PROPERTY APPRAISER AND TRAINEE COURSE INFORMATION:

- Evidence that the online activity is certified by the International Distance Education Certification Center (Secondary providers must have IDECC approval under own name).

**OR**

Evidence that the online activity is conducted by an accredited college, community college, or university that offers distance education programs and is approved or accredited by the Commission on Colleges, a regional or national accreditation association, or by an accrediting agency that is recognized by the U.S. Secretary of Education, that awards academic credit for the distance education courses, **AND**

Evidence that online education activity provides interaction in a reciprocal environment where the student has verbal or written communication with the instructor.

- Description of the mechanism(s) used to demonstrate the student's knowledge of the subject matter, and why the mechanism(s) are effective.

## GENERAL REQUIREMENTS

1. The Board may at any time conduct an audit of any approved education activity to verify that the activity is being conducted in accordance with the Real Property Appraiser Act and Title 298 as approved. If requested, electronic access will be provided to the Board for any approved online education activity.
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4. Education providers and instructors will comply with the Nebraska Private Postsecondary Career Schools Act, NEB. REV. STAT § 85-1601, et seq. as applicable.
5. Knowingly offering or attempting to offer an education activity as being approved by the Board to a real property appraiser or an applicant, without first obtaining approval of the activity from the Board, except for activities required by an accredited degree-awarding college or university for completion of a degree in real estate, if the college or university had its curriculum approved by the Appraiser Qualifications Board as qualifying education is a violation of Neb. Rev. Stat. § 76-2238(21).

***I hereby attest that I have included all required materials, comply with all the listed requirements, and completed the submitted application in its entirety. I understand that, should this application be found to be incomplete, that it may be considered invalid and be returned.***

Print Name:

\_\_\_\_\_

Last

\_\_\_\_\_

First

\_\_\_\_\_

Middle

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

## RESCINDING APPROVAL

1. The Board may rescind approval of a supervisory real property appraiser and trainee course if the Board finds:
  - 1) Falsification of information submitted for activity approval,
  - 2) Substantial errors and/or deficiencies in the materials or presentation,
  - 3) The materials, theories, and/or methodologies are not current and/or practical,
  - 4) There is a change in the qualifications as specified in 298 NAC, Chapter 6, § 005.01 under which an instructor was approved,
  - 5) The instructor(s) responsible for the activity content and presentation is not approved,
  - 6) The activity has not been offered for a period of at least five years from the last date of completion or the approval date if activity has not been offered,
  - 7) The course content and/or policies are not communicated to the credential holder(s) as presented for approval,
  - 8) A material violation of the Real Property Appraiser Act or NAC Title 298 by the education provider or instructor for the activity,
  - 9) A change in status of certification by the International Distance Education Certification Center, or
  - 10) A change to a secondary provider's rights to the activity.
2. If the Board finds reason to rescind its approval of a course, the Board will provide written notice to the education provider that includes a description of the reasons for rescinding approval found by the Board. The education provider has 60 days from the date of notice to provide a written response to the Board's notice. If the response is satisfactory to the Board, the Board will not rescind its approval. If the response is not satisfactory to the Board, the Board may rescind approval of the supervisory real property appraiser and trainee course. If approval is rescinded, the education provider may file a new application for approval of the supervisory real property appraiser and trainee course, and if so, meet the requirements in place at the time a new application is submitted to the Board.

## DIRECTIONS

1. Complete entire application. If required information is not provided, application will be considered incomplete and may be returned to you.
2. Along with the application, all information requested in the APPLICATION CHECKLIST section, as applicable, must be included.
3. Mail application, fee, and supporting documentation to:  
NEBRASKA REAL PROPERTY APPRAISER BOARD  
PO BOX 94963  
LINCOLN NE 68509-4963
4. Questions or concerns may be directed to Board staff at 402-471-9015 or [nrpab.education@nebraska.gov](mailto:nrpab.education@nebraska.gov).

## **2021 Fall AARO Conference; Washington, D.C.**

**Friday, October 15, 2021**

### **Opening Remarks: Joe Ibach, AARO President**

- Thank you for coming.
- AARO faced challenges that it overcame during the past years.
- Let's live in the present and not worry about the future.

### **ASC & TAF Updates**

Jim Park, ASC

- Described the ASC's purpose and structure.
- Covid-19 has impacted industry and the ASC
  - State Compliance Reviews on hold through the end of 2022.
  - State Off-site Assessments have been taking place since the Covid-19 pandemic started.
  - Because of the various levels of electronic documentation, the SOAs are limited in review capabilities, but have been very successful.
  - Grant program has been very successful.
  - ASC understands the complexities of applying for a grant during the pandemic, but Mark Abbot will help states through the process.
  - 1.3 million in grants were awarded to the States.
- ASC has increased its attention to racial bias/equity concerns.
  - Don't know how many complaints there really are because they are filed with HUD or EEOC.
  - According to LBS - 95% of appraisers are white., 79% of all financial services industries are white. Median age is 52 for appraisers.
  - ASC is conducting a comprehensive review of USPAP and RPAQC, and has also established the Property Appraisal and Valuation Equity (PAVE) task force.
  - PAVE priorities include reconsideration of value process; diversity in the industry; and appraiser education and outreach, appraisal policy, guidance, and regulations.
  - On June 1, 2021, President Biden, directed HUD Secretary Marcia Fudge to lead an interagency initiative to address inequity in home appraisals and come up with tangible reform.
  - ASC contracted with CLEAR to conduct study.
- HR 2553 – Real Estate Valuation Fairness act
- HR 3008 - Allow licensed appraisers to do FHA appraisals again.
- Recognized the service of Vickie Metcalf



## David Bunton, The Appraisal Foundation

- Monthly newsletter continues to be well received, and it is emailed to more than 1,000.00 people.
- Weekly podcast is in place to answer questions from every corner of the industry.
- Gave an overview of TAF resources for State Appraiser Regulators.
- Introduced Lisa Desmarais, who was hired shortly after the Covid-19 pandemic started.
- The TAF Board of Trustees approved a grant program of up to %500,000 for PAREA start-ups.
- TAF is currently investigating the possibility of partnering with corporate America to provide financial assistance to defray the cost of appraisal education, PAREA, and the first year of membership with an appraisal sponsoring organization.
- Bias and Discrimination is the biggest challenge the profession has faced in decades.
- There have been numerous negative press reports, and Freddie Mac appraisal data is very concerning.
- The 7-Hour USPAP Update course for 2022-23 now contains two full hours of education related to bias and avoiding discrimination.
  - 90 minutes dedicated to Fair Housing and bias related topics, and 30 minutes on a case study that includes the issue of bias.
- Appraiser profession should reflect the diversity of the nation.
  - First approved degrees from HBCU and HIS.
  - Focus on improving the diversity of TAF's three boards.
- TAF conducted a diversity study.
  - 64,000 invited to participate
    - 10.9% completed the survey
  - Discussed the results of the study.
- Covered the current Corrective Education offerings. These can be found on TAF's website.
- Covered the current resources for state regulators. These can also be found on TAF's website (Voluntary disciplinary Matrix, Introduction to USPAP, AQB Course Approval Program, AQB College Degree Review Program).

Mark Lewis, AQB

- Effective for 2022 Criteria:
  - Revisions to distance education requirements
    - Synchronous education offerings to be treated as equivalent to traditional in-person classroom offerings
    - Separating synchronous courses from asynchronous courses.
    - Increase in the number of delivery mechanism approval entities for asynchronous education.
  - Addition to Criteria specific to continuing education includes topics of valuation, fair housing, and equal opportunity.
  - Removed 50% limitation on appraisal experience gained with a non-traditional client and allow up to 100% of experience credit to be gained this way.
  - Added an interpretation that clarifies that education and experience must be approved prior to an applicant sitting for exam.
- Reviewed the new Q&As for 2021.
- AQB course delivery mechanism – Working with panel to have something in place by 2022.
  - No CDEI requirements.
  - Will be under the current Course Approval Program (CAP).
- PAREA adopted by the AQB on October 16, 2020 and became effective on January 1, 2021.
  - No approved PAREA programs now but received five preliminary concepts from potential providers.
  - Pathway to Success Conditional Grant provided as an incentive.
  - Over 1,000 people have shown interest in PAREA.
  - Webinars held with potential providers and state regulators.
- Updated National Uniform Licensing and Certification Exam ready to go.
  - 2020 was a great year for the number of test takers, and pass rates have been up.
- Been looking for HBCU to begin AQB approved Real Estate Degree program

Michelle Czekalski-Bradley, Appraisal Standards Board

- Covered the proposed changes in the first exposure draft of the 2023 USPAP.

## Appraisal Concerns and Controls

Tamora Papas, Lyle Radke (Fannie Mae)

- How USPAP produces credibility
  - Appraiser credentials, character of appraiser, development process (standard 1), and report (standard 2).
  - Credibility is based on credentials and process, not results.
- Access to data has increased dramatically in the residential market
  - 80s – Pre-internet.
  - 90s – Limited internet, primitive AVMs, few pictures with a low pixel count, public records become broadly available.
  - 00s – Internet boom, online listing data (e.g., Zillow, RedFin), MLS becomes broadly available online.
  - 10s – Expansion in storage space, digital photo data boom, appraisal data becomes broadly available online.
  - Future – GIS, 3D scanning, machine learning, photo recognition, drones, next generation UAD.
- Collateral Underwriter compares an idealized appraisal to the real thing and determines risk. It is a database tool that presents the public record data.
- The future includes asking the appraiser what is necessary to ask. Sometimes that means more, and sometimes that means less.
- Credentials and the established appraisal process are insufficient mechanisms.
  - Clients approach valuation holistically.
  - Accuracy, not credibility, drives business results.
  - Appraisal results sometimes lack consistency and reproducibility.
  - Lack of certainty leads to burdensome quality control processes.
  - Opinion is more vulnerable to dispute than fact
  - Fannie Mae appraisal policies aim to increase accuracy and reliability.
- Ways to increase credibility.
  - Increase consultation with client on scope of work.
  - Embrace new data sources and technologies.
  - View markets holistically.
  - Derive adjustments quantitatively.
  - Explain with greater transparency.
- USPAP says an appraiser must not perform an assignment with bias.
  - Anchoring Bias – Relying too much on pre-existing information or the first information we see when making decisions.
  - Confirmation Bias – Favoring information that confirms previously existing beliefs or biases.
- Fannie Mae is taking action to reduce the risk of racial bias in the appraisal process.

- Research – Analysis of undervaluation risk related to racial bias.
- Monitoring/Quality Control – Text scanning capabilities, appraisal review/enforcement, enhanced lender QC requirements.
- Appraiser Diversity Initiative – Created in 2018 to promote diversity in appraiser profession, and expanded scope and partnerships.
- Industry Engagement – Lenders, Appraisers, AMCs, Risk Investors, FinTech providers, FHFA.
- 43,755 to 40,230 change of Fannie Mae appraisers between 2013 and 2021. The number of appraisal submissions has increased by 200,000 during this time.
- 800 is the projected annual decline in the number of Fannie Mae appraisers during the next ten years.
- Appraisers use many justifications as to why appraisers don't mentor trainees.
- Fannie Mae allows trainees to perform the entire appraisal.
- Fannie Mae has found no statistically significant difference between appraisals by trainees and certified appraisers.
- CU Risk Flags are lower for trainees compared to certified appraisers.
- Appraisal Process – Evaluate changes to the appraisal process that enhance safeguards against the potential for racial bias.
- Benefits of desktop appraisals
  - Reduces confirmation bias.
  - Appraiser capacity improvement.
  - Cost and time efficient process that benefits the borrower and lender.
  - ESG benefits (reduce drive time)
- Benefits to a standardize GLA
  - Creates alignment across multiple professions and sources.
  - Consumer protection and reduction of potential bias.
  - Transparent and repeatable for the user.
  - Professional and defensible for the appraiser.
  - Consistent unit of comparison for transaction.
  - ANSI (leaning towards) and AMS are two options being considered.

**Saturday, October 16, 2021**

## **Demystifying AMC USPAP Compliance and Other Review Requirements**

Susan Alley (Appraisal Aid)

- USPAP compliance reviews are perceived by AMCs as a necessary evil to be performed and put away only to be referred to when audited, and a strain on the AMC both financially and in manpower
- Potential benefits of USPAP compliance reviews are improved quality, improved compliance, reduced risk, reduced revision requests, increased revenue, increased productivity.
- AMCs may not ask for clarification because of fear they will be perceived as not knowing what they are doing, fear of the state being made aware that they are unsure, fear of being audited as a result, recommended to refer to an attorney, or may not get a response from the state when reaching out.
- Unclear to AMCs as to what the state requirements are for administrative/USPAP compliance reviews.
- More states are differentiating between appraisal review that agrees or disagrees with the value including items requiring geographic competency.

## **Common Appraisal Violations and Stuff**

Jacqueline Olson (Minnesota)

- Open forum (what types of things are states seeing)
- Common Minnesota violations:
  - Failure to maintain a complete work file
  - Failure to verify or identify the legal attributes correctly.
  - Failure to identify actual or potential adverse influence affecting the subject property that may impact marketability.
  - Cloning a previous appraisal report and not making the changes to property report the subject property.
  - Failure to consider income from agricultural properties.
  - Failure to take pictures of comparable properties, when required or expected.
  - USPAP non-compliant use of forms.
  - Failure to understand the difference between USPAP Standard 1 and Standard 2.
  - Failure to adequately explain the process used in developing the appraisal.
- Common USPAP violations in Minnesota.
  - Incorrect Zoning.
  - Falsified client and intended users.
  - Unsupported adjustments.
  - Failing to notify when supervisor/trainee relationship ended.

- Hired unlicensed persons to do appraisal related activities.
- Numerous errors, collectively creating a non-credible appraisal.
- No highest and best use analysis.
- Failure to withdraw from an assignment they were not competent to complete.
- No intended use, no definition of value, no scope of work.
- No reconciliation.
- Unsupported value.
- Wrong comparable photos.

## **2022 ASC Grants Update**

Mark Abbot (ASC)

- Year 2 Grants
  - 16 states have applied for funding \$25K-\$120K.
  - Rolling deadlines for new applicants.
  - Flexible deadlines for renewal/continuation grants.
    - 30 Days prior to end of your first years grant period.
  - New supplemental grant funds – Expand or launch an initiative.
  - Long list of allowable activities – Check new NOFA, posted next week.
- CLEAR
  - Development of courses in partnership with AARO
  - RTC course at the spring conference.
  - Board member training.
  - Anti-Bias training/regulators perspective.
  - Investigator training.
  - Grant funds for states, research, peer support.
- ASC Direct Technical Assistance.
  - ASC Grants Director Site Visits.
  - Grants management T/A – ASC consultants.
  - Programmatic support from PMs.
- Allowable Activities.
  - Regulator related training.
  - Conference participation.
  - Equipment purchases – computers, software.
  - Additional staff – no paying for existing staff, but extra investigators, attorneys, admin. Staff are all allowable if you can demonstrate need.
  - Digitizing records, building or upgrading portals and databases, paying for upgrades to infrastructure.
  - Upgrading to API connection to the ASC Registries.
  - Communication.
  - Special Initiatives.

- Will not pay for activities that are already occurring.
- Financial management includes keeping detailed accounting records that track:
  - Funds awarded.
  - Funds drawn down from the Payment Management System (PMS).
  - Contracts.
  - Program income.
  - Expenditures.
  - Subawards (if applicable).
- Keep complete, accurate and current records in order to submit semi-annual financial and progress reports to ASC.
- Segregate and track project revenue and expenditures for grant-funded activities separately from all other funds.
- Federal Financial Reports
  - Due two times per year.
  - Managed in PMS.
  - Sample on ASC website, but call for help.
  - Draw down funds as you need them.
- Progress Reports
  - Due annually, thirty days after end of fiscal year or as instructed by ASC NOFA.

### **Executive Directors and Administrators**

Tyler Kohtz

- How has the pandemic changed agency operating procedures?
  - Are the changes permanent or temporary?
- How has the pandemic changed government in your state?
- How has technology influenced or changed your agency's operations?
- What type and/or scope of obstacles are your states/agencies facing right now?
- What type and/or scope of obstacles are faced by your state for ASC Compliance Reviews?
  - How many states have had a State Off-Site Assessment (SOA)?
  - How are State SOAs different from Compliance Reviews (other than being off site)?
  - What are positives/negatives experienced with SOAs?
  - What would you recommend to the ASC regarding Compliance Reviews or SOAs?
- What are your opinions or views on the Fannie May State Tips notices?
  - What does your agency do with them?
  - If you had feedback for Fannie May, what would it be?
- If you had a wish list for your state government, the ASC, or TAF, what would it include and why?

- How has the recent push concerning protected classes, diversity, or discrimination affected your agency or operations from an employee, administrative, and/or investigative prospective?
- For those utilizing the ASC's State Grant Initiative, could you explain the process?
  - What obstacles are there?
  - How would you describe the application process and what recommendations to you have?
- Let's talk PAREA...
  - Anybody hear of any programs being developed?
  - Any states not adopting the use of PAREA and why if so?
- Anybody have any other topics to discuss?

### **Monday, October 18, 2021**

#### **The Changing Landscape of Inspections**

Dennis Badger (Kentucky), Josh Walitt (Incenter Appraisal Management Company)

- Role of technology
  - Enhance and advance the role of the appraiser.
  - B upon existing practices and methods.
  - Increase capacity for appraisers and clients.
- Spectrum of Inspections
  - Interior and exterior physical to waiver (no inspection).
- The inspection is a component of the data-gathering process (observations; taking measurements, take photographs, ask questions).
- Remote real-time inspection controls the inspection from off-site (live video and audio, areas to observe, photographs, measurements, questions and discussions, location verification).
- The future is real-time remote inspections using technology.

#### **A Conversation on Appraisal Bias and Diversity**

Tony Pistilli, Peter Christensen (Christensen Law Firm), Craig Steinley (Appraisal Institute), Johnnie White (American Society of Appraisers)

- Results of a survey, 11 agencies handled compliant of bias and zero were forwarded to another agency.
- Greater value discrepancies for Latinos and blacks compared to white people.
- Policies, rules, and procedures have limited the number of home ownership opportunities for minority races.
- Conscious and unconscious biases exist in appraisal practice.
- Recognizing biases will help separate them from work.
- Appraisal gap (contract to appraisal value difference) significantly larger for minority races compared to those for white race.
- Only four states have incorporated diversity training.



## Appraisal Modernization and the Public Trust

Mark Cassidy, Scott Reuter (Freddie Mac), John Dingeman (Class Valuation), John Brennan (Clear Capital)

- Hybrid appraisers save time and money.
- Traditional sketch and GLA
  - Accuracy - inconsistent, subjective application of principles.
  - Fidelity – Minimal visual detail, no way to identify functional obsolescence.
  - Scalability – Significant learning curve limits capacity.
  - Integrity – Can't be safely provided by an interested party.
- GLA accuracy – Variance 3.95, 4.9% had significant variance; standard deviation 8%.
- Hand-drawn floorplan vs. Digital GLA floorplan – Deviation between 2.8%.
- Untrained homeowners using Digital GLA – any deviation was 4%, but significant deviation was 0%.
- Home can be scanned in 5-10 minutes through guided in-app scan process.
- Thinking Big; What this could unlock.
  - Increase industry confidence and acceptance of appraisal modernization.
  - De-risk data collection from an interested party.
  - An improvement on the traditional appraisal sketching process.
- Not all solutions are equal
  - Solutions must address both process and capacity.
- Common complaints
  - Did not spend enough time on property.
  - Did not measure the property accurately.
  - Did not adequately support the view or location.
  - Did not adequately support the condition of the property.
- 2023 USPAP First Exposure Draft – tools are indistinguishable from a personal inspection.
- Authenticated source data – embrace the idea of being received through technology.
- Standardized Methodology
  - By providing a repeatable process, proficiency is often achieved after one scan.
  - More data about the property is captured in less time.
  - Consumer disruption is minimized.



# THE NEBRASKA APPRAISER

News from the Nebraska Real Property Appraiser Board

Fall 2021

## Director's Comments



Director Tyler Kohtz

*Tyler Kohtz has been the Director for the Nebraska Real Property Appraiser Board since March of 2012. He is responsible for the development, implementation, and management of all programs for the agency, including the administration and enforcement of the Real Property Appraiser Act and the Appraisal Management Company Registration Act.*

### Busy, Busy...

This is typically a very busy time of year for the Board, and this year is no exception. The Board is accepting and processing appraiser credential renewal applications; working on a legislative bill to incorporate the real property appraiser qualifications criteria, effective on January 1, 2021, into the Nebraska Real Property Appraiser Act; and implementing updates to Title 298. The Association of Appraiser Regulatory Officials recently held its first in-person conference since 2019. As always, I have included a conference recap for you. The Board is also preparing for a new board member, as Board Member Mustoe is nearing the end of his term. His contributions and insight will be missed. Finally, you may find yourself communicating with one of our new staff members. NRPAB interns Ferial Hasan and Sarah Tolentino are "In the Spotlight." The Board is here for you, so please feel free to contact me by phone or email with any questions or comments, and please enjoy this edition of The Nebraska Appraiser.

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- State of Nebraska Accepting Applications for 2nd Congressional District Certified Real Property Appraiser Member on NRPAB
- Employee Anniversaries
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- Compliance Update (July — September 2021)

### In the Spotlight:

- NRPAB Intern Ferial Hasan

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- Who's New? (July – September)
- Real Property Appraiser and AMC Numbers and Trends as of October 1, 2021

### Financial Snapshot:

- September 30, 2021 Financial Report

## Upcoming NRPAB Meetings:

- ◆ December 16, 2021 @ NRPAB Office (Conference Room)
- ◆ January 20, 2022 @ NRPAB Office (Conference Room)
- ◆ February 17, 2022 @ NRPAB Office (Conference Room)

These meeting dates are all tentative. Please check the Board's Facebook page or website for information as these dates approach. The start time for each meeting can be found in the public notice and on the agenda posted to the Board's website at least 48 hours prior to the start of the meeting. Any meeting also held by virtual conferencing will be stated as such in the public notice for that meeting.

# 2022-23 Credential Renewal Reminder and Information

By Tyler N. Kohtz, Director

Real property appraiser renewal applications are due November 30, 2021, which is fast approaching. If your Nebraska credential expires December 31, 2021, and you have not renewed your credential, please take note of the following:

Yellow postcards were mailed in late June to all real property appraisers whose credentials expire December 31, 2021, with directions for downloading the paper real property appraiser renewal application form from the Board's website at [appraiser.ne.gov](https://appraiser.ne.gov) (see yellow highlights in picture at bottom of this page), and how to access the online real property appraiser renewal application through Appraiser Login via Centurion (see yellow highlights in picture at bottom of this page and red highlights in picture at bottom of the next page). Additional information related to logging into Appraiser Login through Centurion and for updating contact information and completing the online real property appraiser renewal application can be found in the Winter 2021 edition of The Nebraska Appraiser feature article titled "NRPAB Appraiser Login Expanded to Include Online Real Property Appraiser Renewal Application and Contact Information Self-Service Interface," which is located on the Board's website at: [https://appraiser.ne.gov/newsletters\\_and\\_memos/2021/TheNebraskaAppraiserWinter2021.pdf](https://appraiser.ne.gov/newsletters_and_memos/2021/TheNebraskaAppraiserWinter2021.pdf).

If you have any questions regarding Appraiser Login, the online real property appraiser renewal application, or the contact information interface, please feel free to contact the Board's office by phone at 402-471-9015, or by email at [nrpab.AppraiserLogin@nebraska.gov](mailto:nrpab.AppraiserLogin@nebraska.gov).

All online real property appraiser renewal applications must be submitted with a date stamp prior to December 1, 2021, and all paper real property appraiser renewal applications, along with all required documents, must be mailed to the Board's office, postmarked prior to December 1, 2021, to be considered timely. Paper renewal applications must include:

- A completed 2022-23 Application for Renewal of Nebraska Real Property Appraiser Credential;

- Explanations and copies of documents for all "YES" answers to disciplinary questions;
- All fees;
- All required continuing education completion certificates and supporting documentation (if not already submitted to and approved by the NRPAB through the Education Submission Portal found in Appraiser Login or by email); and
- For those notified of random selection by certified mail, the signed and dated Authorization to Use Fingerprints for Criminal History Record Check Through the Nebraska State Patrol and the Federal Bureau of Investigation form and fingerprint cards or date of electronic fingerprint submission.

(Note: You must include all required documentation and explanations of "YES" answers to disciplinary questions with each renewal application, even if that information was previously sent to the Board.)

Incomplete or incorrect paper real property appraiser renewal applications will be returned, and incomplete online real property appraiser renewal applications will be rejected. In these cases a letter describing the issues and explaining the next step will be sent (the status of an online real property appraiser renewal application can also be followed in Appraiser Login). Applications missing any required accompanying documentation are considered incomplete.

The screenshot shows the official website of the Nebraska Real Property Appraiser Board. The browser address bar displays 'appraiser.ne.gov'. The page header includes the text 'Official Nebraska Government Website' and the board's name 'Nebraska Real Property Appraiser Board'. A navigation menu at the top contains links for Home, Board Members and Staff, Contact, Appraiser Login (highlighted in yellow), Approved Education Activity Search, Appraiser Listing, and AMC Listing. A sidebar on the right contains a menu with items: AMC Registration, Appraiser Credentialing, Board Meetings, Education, Enforcement, Laws, Regulations, and Guidance Documents, Public Information, Request Forms, USPAP Review Report Forms, and 2022-23 Renewal Applications (highlighted in yellow). The main content area includes a 'Mission' statement, a 'Vision' statement, and a section titled 'Information about the 2021-22 Renewal Period' with links to '2021-22 Real Property Appraiser Continuing Education Requirements (pdf)' and '2021-22 Renewal Questions & Answers (pdf)'.

## 2022-23 Credential Renewal Reminder and Information (Continued)

When a complete real property appraiser renewal application has been received and processed by board staff, a blue postcard will be mailed stating that the credential has been renewed and providing directions for printing the credentialing card through Appraiser Login. An automated email will also be sent.

If a completed online real property appraiser renewal application is not submitted with a date stamp prior to December 1, 2021, or a paper real property appraiser renewal application, along with all required documents, is not received at the Board's office postmarked prior to December 1, 2021, a credential holder will have until July 1, 2022 to meet the requirements for renewal. A late processing fee of \$25.00 will be assessed for each month or portion of a month the credential is not renewed beginning on December 1, 2021. (The late processing fee does not apply until January 1, 2022 for new or upgraded credentials issued on or after November 1, 2021.)

Except for applications to renew new or upgraded credentials issued after November 30, 2021 and before January 1, 2022, all real property appraiser renewal applications received after November 30, 2021 may go before the Board for review.

If an appraiser who is required to submit fingerprints with this year's real property appraiser renewal application sends everything on time (on or before November 30, 2021), but the Board has not received the criminal history record check ("CHRC") results from the State Patrol by December 31, 2021, the Board may renew a credential contingent on the CHRC results. All other requirements for renewal must be met prior to the November 30 deadline for this contingent approval.

A credential holder may elect inactive status to maintain his or her credential if he or she is unable to engage in real property appraisal practice for a period of less than two years. The inactive status application is located on the Board's website at: [https://appraiser.ne.gov/Appraiser\\_Credentialing/](https://appraiser.ne.gov/Appraiser_Credentialing/).

Information regarding the CE requirements is available in Appraiser Login in the Education Interface ("Education" button on the left side of the page - see red highlights in picture at bottom of the page). Log into Appraiser Login and select the "Nebraska Real Property Appraiser Continuing Education Requirements" link at the top of the page in the Education Interface.

The Board may adopt a program of continuing education for an individual credential holder as long as the program complies with the Appraiser Qualifications Board's continuing education criteria. To request an individualized program of continuing education, submit a letter to the Board explaining the circumstances that are the basis for the request and the reason(s) why the existing continuing education requirements are a hardship.

Each credential holder who successfully renews his or her credential after the second year of a two-year credential period receives one free download of the PDF version of the 2020-21 Edition of USPAP through Appraiser Login ("USPAP" button on the left side of the page - see red highlights in picture at bottom of this page). The PDF version may only be used in accordance with the License Agreement for TAF Digital Content once the download is complete. You can purchase a hard copy from [The Appraisal Foundation](#).

Please contact the Board's office at 402-471-9015, or by email at: [nrpab.renewals@nebraska.gov](mailto:nrpab.renewals@nebraska.gov), for any questions concerning continuing education requirements or the real property appraiser renewal process.

The screenshot shows a web browser window with the URL [nrpab-appraiserce-cat.ne.gov/appraiser/login/appraiser.shtml](http://nrpab-appraiserce-cat.ne.gov/appraiser/login/appraiser.shtml). The page header includes the Nebraska Real Property Appraiser Board logo and navigation links: Home, Board Members and Staff, Contact, CAT Appraiser Login, CAT Approved Education Activity Search, CAT Appraiser Listing, and AMC Listing. A disclaimer states: "The Nebraska Real Property Appraiser Board has made every effort to ensure the accuracy of the information provided in Appraiser Login. However, if any errors, omissions, or discrepancies are found in Appraiser Login, please notify the Nebraska Real Property Appraiser Board immediately. As a Nebraska credentialed appraiser, it is your responsibility to ensure that all continuing education requirements are met, and all required information for renewal is submitted to the Board's office in a timely manner." The main content area is titled "Appraiser Details" and shows the name "Appraiser - Tyler Kohtz". On the left, there is a vertical menu with buttons for Home, Contact Information, Credential, Education, Renew Credential, and USPAP. The "Education" and "Renew Credential" buttons are highlighted with red boxes. On the right, the user's name "Name: Kohtz, Tyler" and email "Email: tyler.kohtz@nebraska.gov" are displayed, along with a checked checkbox for "Include in bulk email list for the NRAB".

# Adopted Changes to Title 298 of the Nebraska Administrative Code Approved by Governor Ricketts

By Tyler N. Kohtz, Director

The Board held a public hearing on Thursday, August 19, 2021, for proposed changes to Title 298 of the Nebraska Administrative Code. The Board moved to formally adopt the proposed changes to Title 298 with one non-substantial amendment. “R.P.” was stricken from 004.01P between the “S” and the “A”, leaving the original language. The adopted changes to Title 298 reduce unnecessary regulatory burden and remove barriers to entry into the real property appraiser profession, include general updates for better clarification and administration, and harmonize Title 298 with the changes made to the Nebraska Real Property Appraiser Act through LB808 in 2020 and LB23 in 2021. Governor Ricketts approved the adopted changes to Title 298 on [December 11, 2020](#).

Changes in Title 298 that address the Board’s priority to reduce unnecessary regulatory burden and remove barriers to entry into the real property appraiser profession include:

- Reformulation of language to soften the use of mandates or direct action where applicable;
- Striking the word “Bachelor’s” to allow that any degree in real estate from an accredited awarding college or university that has had all or part of its curriculum approved by the Appraiser Qualifications Board of The Appraisal Foundation as required core curriculum, or the equivalent as determined by the AQB, be used in place of class hours in real property appraiser qualifying education;
- Updating the review and approval procedures to allow the Board’s director to approve new applications for trainee real property appraisers, supervisory real property appraisers, reciprocal licensed and certified real property appraisers, education activities and instructors, and appraisal management company registrations when minimum requirements are met and no extenuating circumstances exist requiring Board expertise; and
- Implementing procedures for the preliminary criminal history review as required by Neb. Rev. Stat. § 84-947.

LB808, approved by Governor Ricketts on August 15, 2020, updated the Nebraska Real Property Appraiser Act for compliance with Title XI of FIRREA, the Uniform Standards of Professional Appraisal Practice, and the Policy Statements of the Appraisal Subcommittee of the Federal Financial Institutions Examination Council.

The following changes to Title 298 harmonize the language with the changes made to the Real Property Appraiser Act through LB808:

- A new defined term “real property appraisal practice,” replaces all variations of substantially similar language for clarification and consistency;
- References to real property appraisers are updated to use the defined term “real property appraiser” for consistency;
- “Valuation” is added before “services” to clarify the nature of such service being performed by a real property appraiser;
- “Appraisal” or “appraisal review” are replaced by “assignment results” to utilize the definition of “assignment results” for clarity and consistency when referring to “report” where appropriate; and
- “Valid” is stricken before “credential” for clarity and consistency as the stricken term is unnecessary.

LB23, approved by Governor Ricketts on March 17, 2021, updated the Nebraska Real Property Appraiser Act to implement the Real Property Appraiser Qualifications Criteria, effective on January 1, 2020 and May 15, 2020, and to maintain compliance with Title XI. The following changes to Title 298 harmonize the language with the changes made to the Real Property Appraiser Act through LB23:

- The word “Bachelor’s” is stricken to allow that any degree in real estate from an accredited awarding college or university that has had all or part of its curriculum approved by the Appraiser Qualifications Board of The Appraisal Foundation as required core curriculum, or the equivalent as determined by the AQB, be used in place of class hours in real property appraiser qualifying education.

During the drafting of these changes, emphasis was placed on statutory authority, the effectiveness of regulations in place, the clarity and applicability of the language in Title 298, and the public’s rights and welfare. The changes to Title 298 also include clarifications that provide for better administration of laws and regulations.

More details regarding the specifics of these changes can be provided upon request. If you have questions regarding the changes to Title 298, please contact me by email at [tyler.kohtz@nebraska.gov](mailto:tyler.kohtz@nebraska.gov), or by phone at 402-471-9015.

## NRPAB Quick Hits: 2021 Fall AARO Conference

Director Kohtz attended the Fall AARO Conference October 15th through the 18th in Washington, D.C. Much of the discussion centered on the Covid-19 pandemic; protected classes, diversity, biases, and discrimination; USPAP compliance and appraiser credibility; technology advancements in government and in real property appraisal practice; and appraisal modernization. The Director noted the following highlights:

- \* The Appraisal Subcommittee (“ASC”) opened up the conference, and summarized the impact that the Covid-19 pandemic has had on the industry and the ASC. The ASC reported that the State Off-site Assessments have been very successful and may become a permanent option for the ASC to review State programs in the future. The ASC also reported that its grant program has been very successful; \$1.3 million in grants have been awarded to the States. During the past year, the ASC has increased its attention to racial bias and equity concerns, and is conducting a comprehensive review of the Uniform Standards of Professional Appraisal Practice (“USPAP”) and the Real Property Appraiser Qualifications Criteria (“RPAQC”); and has also established the Property Appraisal and Valuation Equity (PAVE) task force to study the value process, diversity in the industry, appraiser education and outreach, appraisal policy and guidance, and regulations. Finally, the ASC reported that on June 1, 2021, President Biden directed HUD Secretary Marcia Fudge to lead an interagency initiative to address inequity in home appraisals and come up with tangible reform; the ASC has contracted with CLEAR to conduct study.
- \* The Appraisal Foundation (“TAF”) reported that its monthly newsletter continues to be well received, and that a weekly podcast is in place to answer questions from every corner of the industry. TAF also reported that it approved a grant program of up to \$500,000 for PAREA start-ups; and is currently investigating the possibility of partnering with corporate America to provide financial assistance to defray the cost of appraisal education, PAREA, and the first year of membership with an appraisal sponsoring organization. According to TAF, bias and discrimination are the biggest challenge the profession has faced in decades. The 7-Hour USPAP Update course for 2022-23 now contains two full hours of education related to bias and avoiding discrimination. An overview of TAF resources was also provided.
- \* TAF’s Appraiser Qualifications Board (“AQB”) discussed the changes to the RPAQC effective on January 1, 2022, which includes revisions to distance education requirements; the addition of valuation bias, fair housing, and equal opportunity to continuing education topics; removal of the 50% limitation on appraisal experience gained with a non-traditional client; and addition of an interpretation that clarifies that education and experience must be approved prior to an applicant sitting for exam. The AQB also reviewed the new Q&As for 2021 related to the updated RPAQC. The AQB is currently working on the AQB course delivery mechanism as an alternative to IDECC approval for asynchronous education, which will be included under the current Course Approval Program.

## NRPAB Quick Hits:

### 2021 Fall AARO Conference (continued)

- \* The AQB also provided an update on the PAREA program. To date, no PAREA programs have been approved, but the AQB has received five preliminary concepts from potential providers. The Pathway to Success Conditional Grants are available as an incentive to education providers for the development of PAREA programs.
- \* TAF's Appraisal Standards Board provided a summary of the proposed changes in the first exposure draft of the 2023 USPAP.
- \* A presentation was given on appraiser and appraisal credibility. According to the presentation, USPAP produces credibility through the development process and reporting, not through assignment results. The presentation also discussed the effect that data has on credibility, and also how the role of data has changed between the 1980s and today. According to the presenter, the future of data will include GIS, 3D scanning, machine learning, photo recognition, drones, and next-generation UAD.

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[Visit NRPAB on Facebook](#)

### *Have questions? We have answers!*

Questions related to appraisal management company registration and renewal: [nrpab.amc@nebraska.gov](mailto:nrpab.amc@nebraska.gov)

Questions related to real property appraiser credentialing: [nrpab.credentialing@nebraska.gov](mailto:nrpab.credentialing@nebraska.gov)

Questions related to real property appraiser credential renewal: [nrpab.renewals@nebraska.gov](mailto:nrpab.renewals@nebraska.gov)

Questions related to real property appraiser education (QE & CE): [nrpab.education@nebraska.gov](mailto:nrpab.education@nebraska.gov)

Questions related to investigations, or how to file a grievance: [nrpab.compliance@nebraska.gov](mailto:nrpab.compliance@nebraska.gov)

Questions related to Appraiser Login: [nrpab.AppraiserLogin@nebraska.gov](mailto:nrpab.AppraiserLogin@nebraska.gov)

General Questions: [nrpab.questions@nebraska.gov](mailto:nrpab.questions@nebraska.gov)

## NRPAB Quick Hits: 2021 Fall AARO Conference (continued)

- \* Fannie Mae also made a presentation on appraiser and appraisal credibility, bias in appraisal practice, and the future of the real property appraiser profession. The Fannie Mae representative discussed the effects of bias, and reported that Fannie Mae is taking action to reduce the risk of racial bias in the appraisal process by analyzing undervaluation risk related to racial bias, and increasing monitoring and quality control. Fannie Mae also addressed appraisal credibility, and reported that clients approach valuation holistically; accuracy, not credibility, drives business results. The Fannie Mae appraisal policies aim to increase accuracy and reliability by increasing consultation with clients on scope of work, embracing new data sources and technologies, quantitative adjustments, and providing explanation with greater transparency. Finally, the decline in the number of Fannie Mae appraisers between 2013 and 2021 was addressed. Fannie Mae encourages the industry to find more ways to bring new appraisers into the profession, and encourages the use of trainee real property appraisers as no statistically significant difference between appraisals by trainee appraisers and certified appraisers exists.
- \* A presentation was given on AMC USPAP and state requirement compliance. According to the presenter, USPAP compliance reviews are perceived by AMCs as a strain on their resources; however, AMCs acknowledge the potential benefits of USPAP compliance reviews include improved quality, improved compliance, reduced risk, reduced revision requests, increased revenue, and increased productivity. Differences between State requirements, particularly related to appraisal reviews, cause issues for AMC compliance with laws and regulations.
- \* A presentation was given on the common appraisal violations investigated by the State of Minnesota Department of Commerce Appraisal Licensing Division.
- \* A presentation was given on the changing landscape of inspections and the role of technology. The inspection is a component of the data-gathering process, and technology currently allows for remote real-time inspection from an off-site location. Apps are being developed for live video and audio communication with the client or property owner for questions and discussion, and to be used to observe areas, take photographs, and take measurements.
- \* A discussion took place on appraisal bias and diversity. According to the presenter, policies, rules, and procedures in place have limited the number of home ownership opportunities for minority races. In addition, a wider gap between sale price and appraised value exists for minority races compared to Caucasians. The presenter recommends that recognizing biases will help separate them from appraisal work and reduce the appraisal gap. To date, only four states have incorporated diversity training for real property appraisers.
- \* A presentation was given on GLA accuracy and the differences between traditional hand-drawn floorplans and digital floorplans. According to the presenter, hand-drawn floorplans allow for an inconsistent, subjective application of principles with no way to identify functional obsolescence. Digital floorplans reduce typical GLA deviation by 4% and significant deviation by 4.9%. A typical home can be scanned in 5-10 minutes through guided in-app scan process.



## NRPAB Quick Hits

- ◆ The Nebraska Real Property Appraiser Board intends to have a legislative bill introduced on its behalf during the 2022 legislative session to update the Nebraska Real Property Appraiser Act to implement the Real Property Appraiser Qualifications Criteria adopted by The Appraisal Foundation's Appraiser Qualifications Board, effective on January 1, 2021, and to maintain compliance with Title XI of the federal Financial Institutions Reform, Recovery, and Enforcement Act of 1989. The draft legislation (REQ03236), along with an in-depth summary of the draft changes to the Nebraska Real Property Appraiser Act, can be found on the Board's website at <https://appraiser.ne.gov> by opening the "NRPAB 2022 Proposed Legislation" hyperlink found on the right hand side of the main page.
- ◆ Board Member Christopher M.A. Mustoe's term as the 2nd congressional district certified real property appraiser representative expires on December 31, 2021. The State of Nebraska is currently accepting applications to fill this position on the Board.
- \* Anyone interested in the position as the 2nd congressional district certified real property appraiser representative must hold a current certified real property appraiser credential and must reside in the 2nd congressional district as of January 1, 2022. The term for this position will run for five years, beginning on January 1, 2022.
- \* If you would like more information about this position, or what the Board does, please visit the NRPAB website at <https://appraiser.ne.gov> or contact the Board's office at 402-471-9015.
- \* The application can be found on the Governor's website located at <https://governor.nebraska.gov/>. Select the dropdown titled "Constituent Services" at the top of the page, then select "Boards and Commissions."
- ◆ Congratulations to Katja Duerig, who has been with the Board for three years as of October 2nd.



***Chairperson of the Board***  
**Christopher M.A. Mustoe, Omaha**  
**Certified General Appraiser**  
**2nd District Representative**  
**Term Expires: January 1, 2022**

***Vice Chairperson of the Board***  
**Thomas M. Luhrs, Imperial**  
**Certified General Appraiser**  
**Licensed Real Estate Broker Rep**  
**Term Expires: January 1, 2023**

***Board Member***  
**Wade Walkenhorst, Lincoln**  
**Financial Institutions Rep**  
**Term Expires: January 1, 2024**

***Board Member***  
**Bonnie M. Downing, Dunning**  
**Certified General Appraiser**  
**3rd District Representative**  
**Term Expires: January 1, 2025**

***Board Member***  
**Cody Gerdes, Lincoln**  
**Certified General Appraiser**  
**1st District Representative**  
**Term Expires: January 1, 2026**

## NRPAB Quick Hits

- ◆ The Nebraska Real Property Appraiser Board retired Guidance Documents 18-02, 18-03, 19-01, 19-02, and 19-03, and adopted three new guidance documents between July and September.
  - \* [21-01](#): Real Property Appraiser, Education Activity, and Appraisal Management Company Application Approval — Adopted July 15, 2021
  - \* [21-02](#): Real Property Appraisal Practice Experience Review and Approval for Real Property Appraiser Applicant to Sit for Exam — Adopted July 15, 2021
  - \* [21-03](#): Real Property Appraiser and AMC Applicant CHRC Carried Out by the Board —Adopted July 15, 2021

All Guidance Documents are available for viewing on the Board's website at: [https://appraiser.ne.gov/guidance\\_documents.html](https://appraiser.ne.gov/guidance_documents.html).

### ◆ Compliance Update

- \* Between the months of July and September, there were four grievances filed against Nebraska credentialed real property appraisers, and the Board dismissed one grievance without prejudice. No disciplinary actions were taken by the Board against any appraisers during this period.
- \* Between the months of July and September, no grievances were filed against any appraisal management companies. During this time, no disciplinary actions were taken by the Board against any appraisal management companies.



## In the Spotlight: NRPAB Intern Ferial Hasan

*Ferial Hasan joined the Board as an intern to assist with processing real property appraiser renewal applications. Ferial will be with the Board through mid-January.*



*Ferial Hasan*

Ferial is originally from Al-Hasaka, Syria and has lived in Lincoln, Nebraska since the age of one. Ferial's family is originally from Northern Iraq, but moved to Syria as refugees before relocating to Lincoln. Ferial is enrolled in the legal studies program at Metro Community College, and also minors in paralegal studies. Ferial also works for a non-profit organization that specializes in refugee resettlement, mental health, and substance abuse services aimed at Lincoln's low-income and disadvantaged population. In her free time, Ferial enjoys spending time with her family, watching TV shows and movies, and listening to music.

## Who's New?

The Nebraska Real Property Appraiser Board congratulates the following individuals who received real property appraiser credentials, and the organizations newly registered as appraisal management companies, between July and September of 2021.

### *Trainee Real Property Appraisers*

**Nicholas Smith**, Kansas City MO – T2021021  
**Danielle Sullivan**, Lincoln NE - T2021021  
**Seth Epling**, Hinton IA – T2021022  
**John Stephens**, La Vista NE – T2021023  
**Blythe McAfee**, Lincoln NE – T2021024  
**Nicholas Nelsen**, Blair NE – T2021025  
**Mason Buckendahl**, Lincoln NE – T2021026  
**Ryan Payton**, Lincoln NE – T2021027

### *Licensed Residential Real Property Appraisers*

**Timothy Jensen**, Papillion NE – L2021001

### *Certified Residential Real Property Appraisers*

**Chad Zink**, Tekamah NE – CR2021005  
**Russell Mihely**, Omaha NE – CR2021006  
**Julie Schroer**, Omaha NE – CR2021007  
**Melanie Courtney**, Overland Park KS – CR2021008R

### *Certified General Real Property Appraisers*

**Blair Giboney**, Orange CA – CG2021011R  
**Geraldine Fitapelli-Armalavage**, Naples FL – CG2021012R  
**Amy Earnheart**, Dexter MO – CG2021013R  
**Michael Minix**, Houston TX – CG2021014R  
**Benjamin Miles**, Minneapolis MN – CG2021015R  
**Jamie Rich**, Campbell Hall NY – CG2021016R  
**Ryan Kelley**, Madison WI – CG2021017R

### *Appraisal Management Companies*

**MTS Group, LLC** – NE2021005  
**Consolidated Analytics, Inc.** – NE2021006  
**HVCC Appraisal Ordering, Inc.** – NE2021007

## Free Voluntary Guidance for Appraisers

Looking for guidance on recognized valuation methods and techniques? The Appraisal Foundation has issued *Valuation Advisories*, which are available for free on the Foundation's web site. The following *Valuation Advisories* are currently available:

### APB Valuation Advisory #2:

[Adjusting Comparable Sales for Seller Concessions](#)

### APB Valuation Advisory #3:

[Residential Appraising in a Declining Market](#)

### APB Valuation Advisory #4:

[Identifying Comparable Properties – Revised](#)

### APB Valuation Advisory #5:

[Identifying Comparable Properties in Automated Valuation Models for Mass Appraisal](#)

### APB Valuation Advisory #6:

[Valuation of Green and High Performance Property: Background and Core Competency](#)

### APB Valuation Advisory #7:

[Valuation of Green and High Performance Property: One- to Four-Unit Residential](#)

### APB Valuation Advisory #8:

[Collection and Verification of Residential Data in the Sales Comparison Approach](#)

### APB Valuation Advisory #9:

[Valuation of Green and High-Performance Property: Commercial, Multi-family, and Institutional Properties](#)

To learn more about the APB's *Valuation Advisories* and what advisories are under development, click [here](#).



What's new at The Appraisal Foundation?

[appraisalfoundation.org](http://appraisalfoundation.org)



What's new at the Appraisal Subcommittee?

[asc.gov](http://asc.gov)

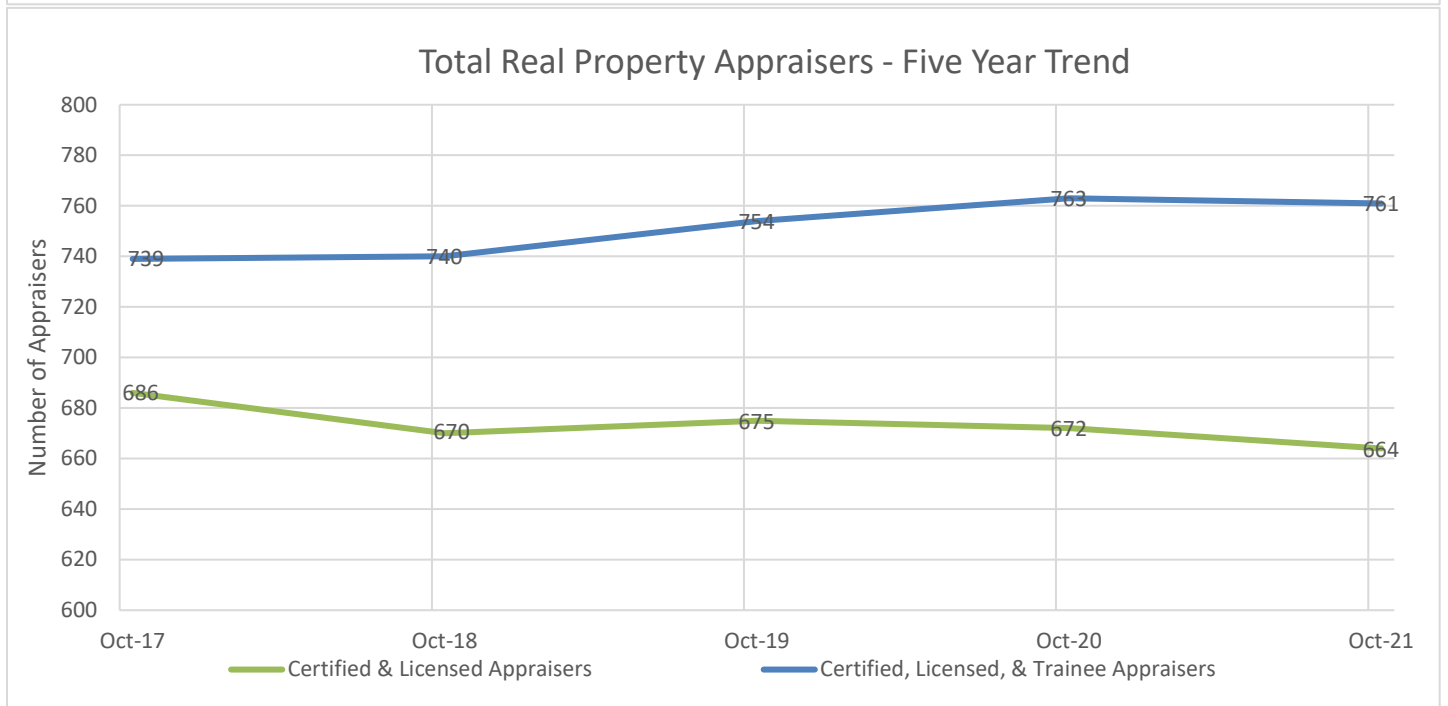
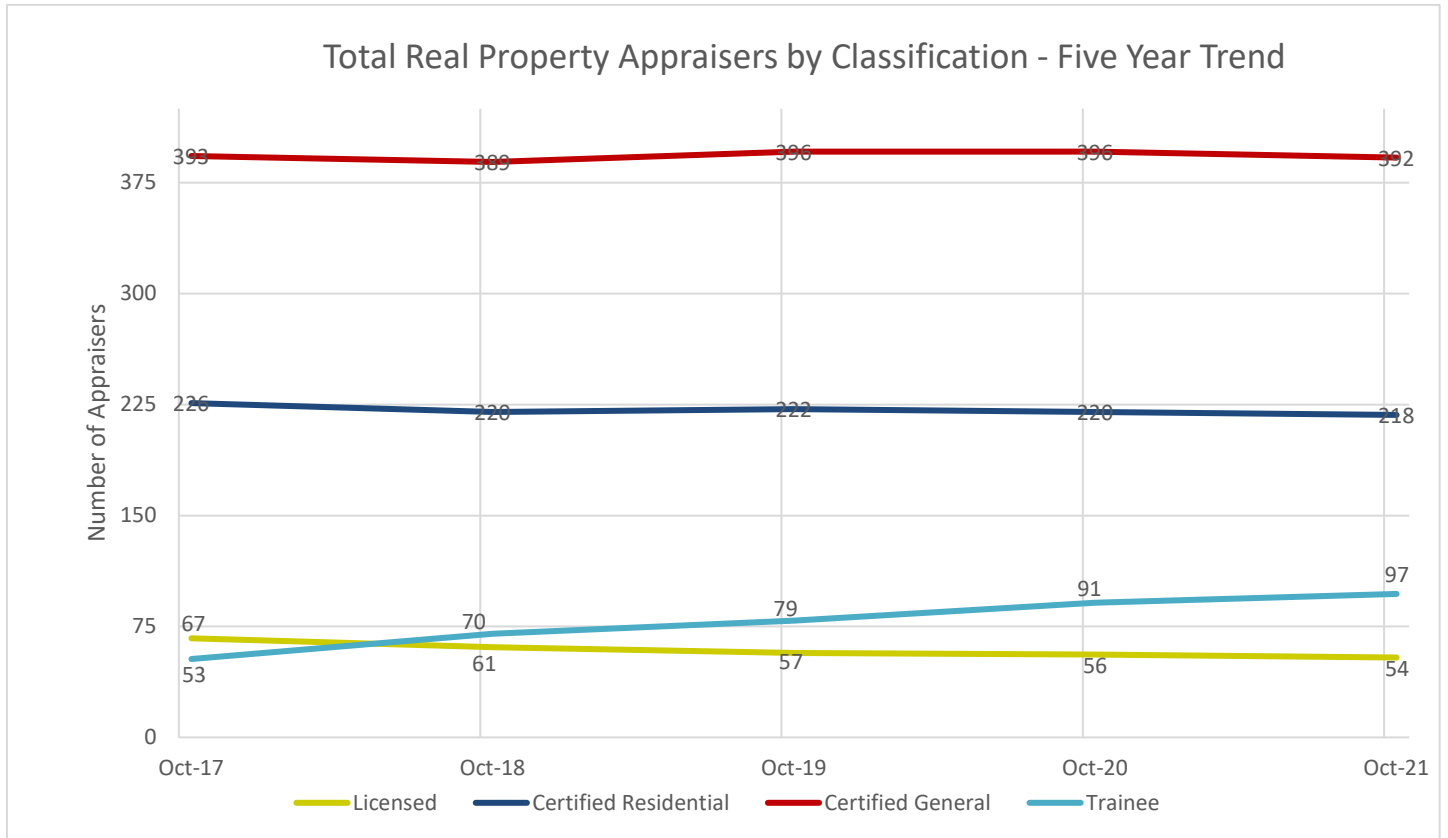


What's new at the AARO?

[aaro.net](http://aaro.net)

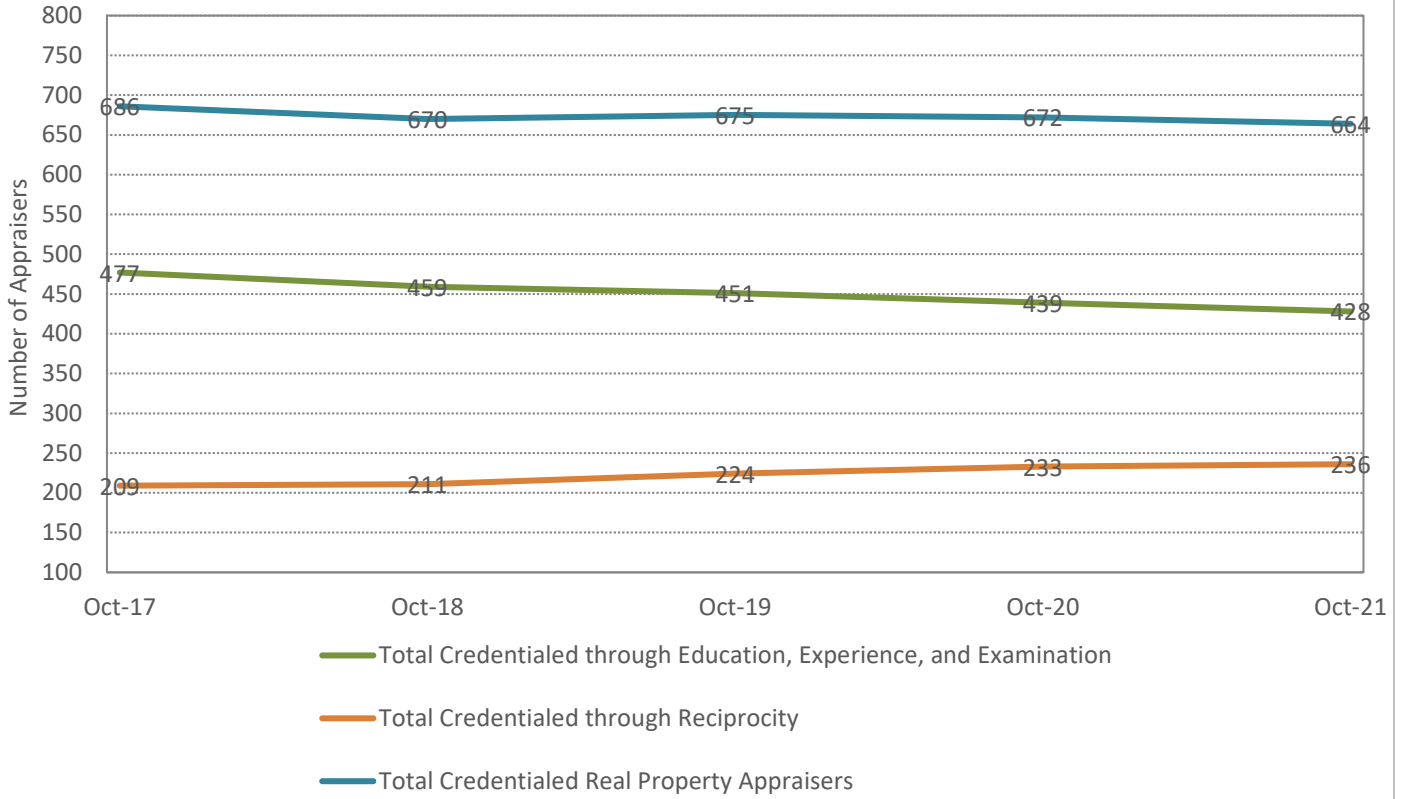
## Real Property Appraiser and AMC Numbers and Trends as of October 1, 2021

The charts below outline the five-year trend for the number of Nebraska credentialed real property appraisers and Nebraska registered appraisal management companies as of October 1, 2021. There are currently 664 licensed residential, certified residential, and certified general real property appraisers in Nebraska, and 97 credentialed trainee real property appraisers. In addition, there are currently 94 appraisal management companies registered in Nebraska.

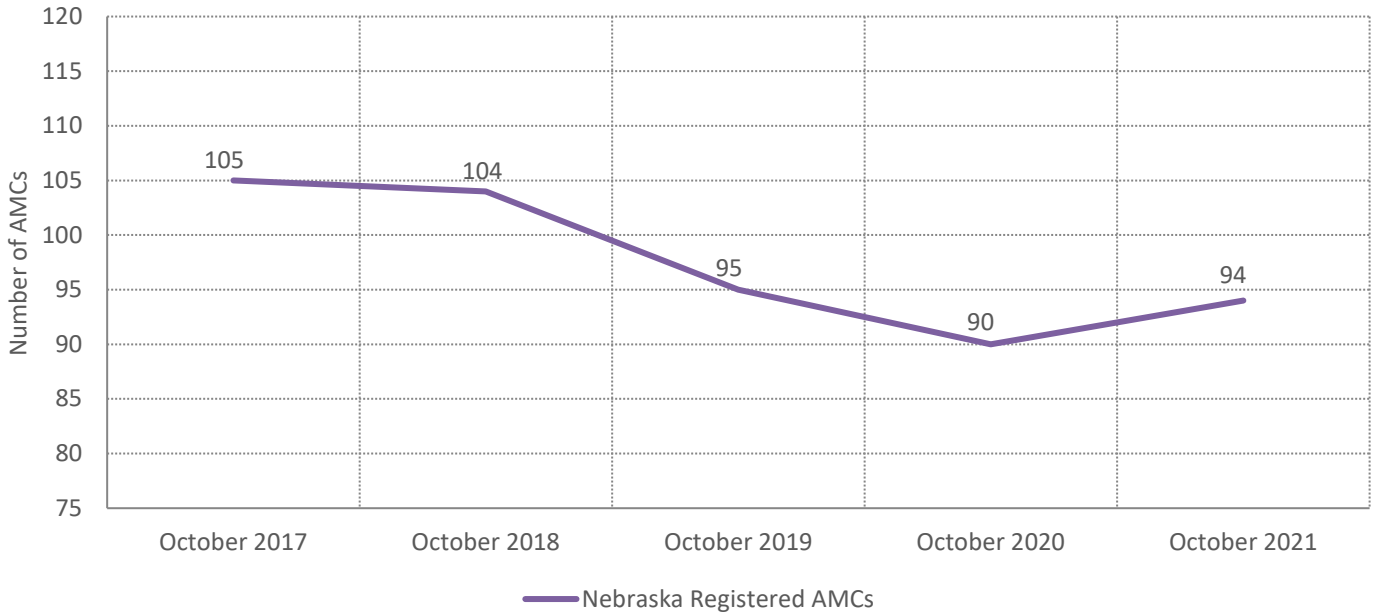


Real Property Appraiser and AMC Numbers and Trends as of October 1, 2021 (Continued)

Total Real Property Appraisers (not including Trainee) - Five Year Trend

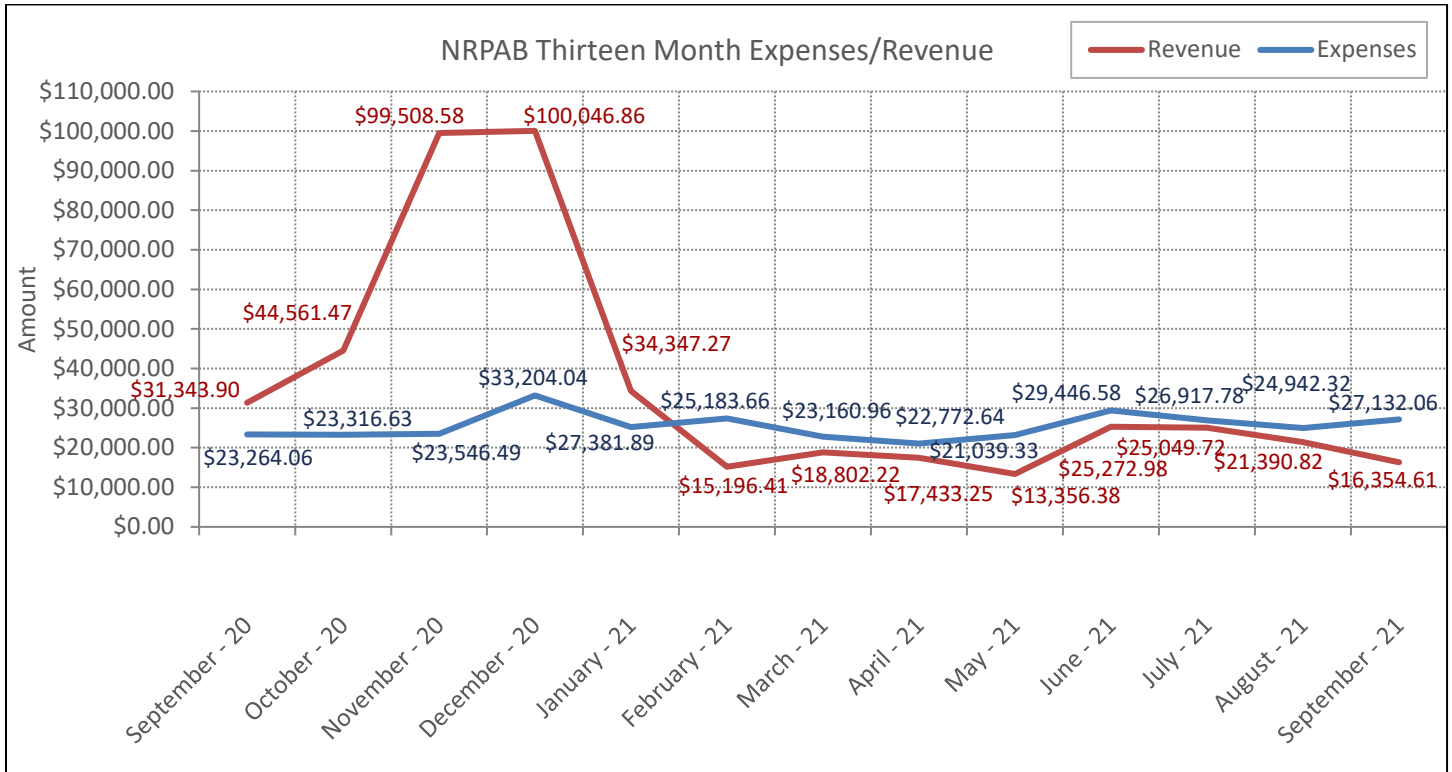


Appraisal Management Companies - Five Year Trend



# NRPAB Financial Snapshot as of September 30, 2021

For the Real Property Appraiser Program, which includes both the appraiser fund and the AMC fund, a total of \$78,992.16 in expenditures and \$62,795.15 in revenues were recorded as of September 30, 2021. Actual expenses registered at 19.48 percent of the budgeted expenditures for the fiscal year; 25.21 percent of the fiscal year has passed.



**Appraiser Login**

**Mission:**  
The Mission of the Nebraska Real Property Appraiser Board is to administer and enforce the Nebraska Real Property Appraiser Act and Nebraska Appraisal Management Company Registration Act with efficiency, equity, and integrity to ensure that the citizens of Nebraska are protected and served, and that the appraisal services community is highly qualified through education, experience, and examination.

**Vision:**  
The Nebraska Real Property Appraiser Board's vision is to provide leadership for the appraisal industry in the State of Nebraska. The Board will generate interest by promoting the appraiser profession, building positive public awareness of the industry throughout the State, and identifying and resolving issues faced by the public and appraisal services community. The Nebraska Real Property Appraiser Board will also establish and maintain standards for appraisers and appraisal management companies that lays the foundation for a highly qualified, motivated, dependable, and ethical appraisal services community in Nebraska.

**Information about the 2021-22 Renewal Period:**  
[2021-22 Real Property Appraiser Continuing Education Requirements \(pdf\)](#)  
[2021-22 Renewal Questions & Answers \(pdf\)](#)

- AMC Registration
- Appraiser Credentialing
- Board Meetings
- Education
- Enforcement
- Laws, Regulations, and Guidance Documents
- Public Information
- Request Forms
- USPAP Review Report Forms
- 2021-22 Renewal Applications
- COVID-19 Information
- 2021 Legislation of NRPAB Interest

Your credentialing card, the Online Renewal Application with EFW Payment, the Education Submission Portal, continuing education requirements, education history, and USPAP download are all found in the Appraiser Login on the Board's website.

## **Appraisal Subcommittee (ASC) Board Approves Fiscal Year 2022 Budget of \$9M including nearly \$5M in Grant and Technical Assistance Funding**

**Washington, D.C. (October 7, 2021)**—In a virtual public meeting held September 15th, the Appraisal Subcommittee (ASC), the independent federal agency providing oversight for the real estate appraiser and appraisal management company (AMC) regulatory system, approved their 2022 budget of \$9M, of which more than half will be dedicated to grant funding and technical assistance intended to benefit the appraisal industry.

The ASC will provide funds to State programs to advance the appraiser regulatory field through support for programs, activities and purchases that include:

- Improvements to and/or expansion of the appraiser and AMC complaint process, investigations, and enforcement activities;
- Improvements to the process of submitting data on State credentialed appraisers and registered AMCs to the National Registries;
- Participation in trainings and conferences to increase professional competency in the management and regulation of Appraiser and AMC Programs;
- Expansion of appraiser credentialing opportunities in under-served markets; and/or
- Other areas proposed by State Agencies and approved by the ASC.

\$1M in grant funding was made available to the Appraisal Foundation. These funds could be used to defray the costs of the Appraisal Standards Board (ASB) and Appraiser Qualifications Board (AQB) and for additional projects such as providing trainees and credentialed appraisers with a free or reduced cost copy of Uniform Standards of Professional Appraisal Practice (USPAP), diversification of their Boards, and studies of the current Appraisal Foundation revenue model.

Additionally, there were revisions to the policy on monitoring and reviewing the Appraisal Foundation. ASC staff will attend public meetings as observers of the AQB and ASB as well as the Board of Trustees. ASC staff will be available for these meetings on an as-needed basis and will continue to provide written public comment on the Appraisal Foundation's work product.

### **About the Appraisal Subcommittee (ASC)**

Established under Title XI of the Financial Institutions, Reform, Recovery, and Enforcement Act of 1989 as amended by the Dodd-Frank Act of 2010, the ASC oversees State appraiser and AMC regulatory programs, provides grant funding, and protects federal financial and public policy interests in real estate appraisals utilized in federally related transactions. For more information, please visit [www.asc.gov](http://www.asc.gov).



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**Appraisal Subcommittee**  
*Federal Financial Institutions Examination Council*

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**For Immediate Release**

**Contact Information:**

Lori Schuster  
(202) 595-7578

**Appraisal Subcommittee (ASC) Initiates Legal and Policy Review of  
Real Estate Appraisal Standards and Appraiser Qualification Criteria**  
*Findings to Inform Recommendations to Interagency Task Force on  
Property Appraisal and Valuation Equity (PAVE)*

**Washington, D.C. (October 15, 2021)**—The Appraisal Subcommittee (ASC), the independent federal agency providing oversight for the real estate appraisal industry, announced that ASC’s partner, the Council on Licensure, Enforcement and Regulation (CLEAR), a 41-year-old association that promotes regulatory excellence, has selected a consortium of organizations to perform a comprehensive legal and policy review of the *Uniform Standards of Professional Appraisal Practice* (USPAP) and the *Real Property Appraiser Qualification Criteria* (Criteria), as established by the Appraisal Foundation’s Appraisal Standards Board and the Appraiser Qualifications Board respectively, as well as the 15-Hour National USPAP and 7-Hour National USPAP Update Courses required to attain and maintain licensure as an appraiser. These federal requirements are being reviewed to determine whether they, as currently established, ensure and promote fairness, equity, objectivity, and diversity, in both appraisals and in the training and credentialing of appraisers.

With funding from the ASC, USPAP and the Criteria will be reviewed against fair housing, fair lending and civil rights laws. Consortium members include the National Fair Housing Alliance, a civil rights organization dedicated to eliminating all forms of housing and lending discrimination and ensuring equal opportunities for all people; Steve Dane, renowned expert on fair housing and civil rights law; and Better Mortgage Corporation, bringing appraisal experience with multiple appraisers in a team led by Jillian White, Head of Collateral.

The review will also look at the process for training and retaining new members of the profession and consider barriers to entry that disproportionately impact minorities and/or women.

There will also be an evaluation of the process used to promulgate changes to USPAP and the Criteria.

This selection was made after a competitive process that resulted in multiple viable proposals.

“ASC and CLEAR are very pleased with the caliber of these proposals and qualifications of the selectees,” said Jim Park, Executive Director of the ASC. “This is an important step to determine if USPAP and/or the real property appraiser qualification criteria have had a disparate impact on people of color and women entering the appraisal profession, as well as consumers who are directly impacted by appraisals.”

#### **About the ASC**

Established under Title XI of the Financial Institutions, Reform, Recovery, and Enforcement Act of 1989 as amended by the Dodd-Frank Act of 2010, the ASC oversees State appraiser and AMC regulatory programs, provides grant funding, and protects federal financial and public policy interests in real estate appraisals utilized in federally related transactions. For more information, please visit [www.asc.gov](http://www.asc.gov).

#### **About CLEAR**

CLEAR provides networking opportunities, publications, and research services for those involved with, or affected by, professional and occupational regulation. For more information, please visit [www.clearhq.org](http://www.clearhq.org).



# NOTICE OF FUNDING AVAILABILITY

**Federal Agency Name:** The Appraisal Subcommittee of the Federal Financial Institutions Examination Council (ASC)

**Funding Opportunity Title:** State Appraiser Regulatory Agencies Support Grants (SSG)

**CFDA Number:** 38.006

**Announcement Type:** Non-Competitive Federal Grants for New, Continuation and Supplemental Awards

**Eligible Applicants:** State Appraiser Certifying and Licensing Agencies (State Agencies)

**Application Deadlines:**

New Applications - rolling beginning October 1, 2021, through September 30, 2022

Continuation Applications – due at least two months prior to the end of the budget period of applicant’s current award

Special Initiative/Supplemental Applications - rolling open to States with existing awards

**Authorization:** Title XI of the Financial Institutions Reform, Recovery and Enforcement Act (FIRREA), Title XI § 1109 (b)(5), 12 U.S.C. 3338 (Title XI)

## I. PROGRAM DESCRIPTION

Provisions under Title XI allow the ASC to award grants to improve State Agencies’ regulatory processes and advance the appraisal industry with high-quality, impact-oriented programming.

**A. Background.** Title XI requires the ASC to provide federal oversight of State appraiser and appraisal management company (AMC) regulatory programs and a monitoring framework for the Appraisal Foundation and the Federal Financial Institutions Regulatory Agencies in their roles to protect federal financial and public policy interests in real estate appraisals used in federally related transactions.

**B. Purpose of the Program.** The ASC will provide funds to eligible applicants to advance the appraiser regulatory field through support for programs, activities and purchases that include:

1. Improvements to and/or expansion of the appraiser and AMC complaint process, investigations, and enforcement activities;
2. Improvements to the process of submitting data on State credentialed appraisers and registered AMCs to the National Registries;
3. Participation in trainings and conferences to increase professional competency in the management and regulation of State Appraiser and AMC Programs;
4. Expansion of appraiser credentialing opportunities in under-served markets; and/or
5. Other areas proposed by State Agencies and approved by the ASC.

**C. Funded Activities.** The ASC has identified the below budget categories to support proposed activities. The list is not inclusive, and applicants may propose other categories and activities to meet the purpose of the program described in B above. Activities should be new or an expansion of existing activities/programs. Federal funds should not be used to supplant expenditures already supported with State funds. Funds will be awarded to support ongoing (*e.g.*, annual participation in conferences or software subscriptions) and one-time (*e.g.*, computer upgrades or IT development projects) expenditures in categories that include:

1. Technology
2. Travel
3. Communications
4. Personnel
5. Training
6. Supplies
7. Other

**D. Supplemental Funds:** States with existing ASC SSGs can apply for additional funding if they identify special initiatives, needs or projects that have costs that exceed the \$120,000 available to each eligible entity under this Notice of Funding Availability (NOFA). Before applying for supplemental funds, grantees must contact the ASC Grants Director to discuss the needs and planned activities.

## II. FEDERAL AWARD INFORMATION

**A. Available Funds and Estimated Award Amounts.** The ASC has approximately \$9,000,000 remaining from funds authorized for grants through 2023. The ASC anticipates awarding up to 55 grants annually in amounts between \$25,000 and \$120,000 each per year. In some cases, existing grantees can request supplemental funds that result in a total award above \$120,000. See Section III for circumstances in which supplemental funds will be considered.

**B. Project Period.** Grants will be for three years, with funding provided on an annual basis. The three-year project period will begin October 1, 2021, April 1, 2022, or October 1, 2022, depending on when a State submits its application. Applicants should submit a proposal and budget for the first year with estimated total amounts needed for years two and three. The ASC will make an initial award for the first year of operation. Continuation awards for the second and third year are dependent upon availability of funds and satisfactory performance towards agreed-upon objectives/activities from the prior year. Proposed activities for the second and third year of the award can be modified in the applications for years two and three of the project period.

**C. Type of Award.** Under this NOFA, applicants will receive a cost-reimbursement grant that will specify the total amount awarded based on a budget submitted to and negotiated and approved by the ASC. Grantees will be authorized to spend funds as costs are incurred based on the approved budget during the specified budget period.

### III. ELIGIBILITY INFORMATION

**Eligible Applicants for New and Continuation Grants:** The State Agencies in each of the fifty U.S. States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, Guam, and the United States Virgin Islands (States) are eligible for ASC grants. State Agencies are responsible for credentialing and supervising certified and licensed real estate appraisers eligible to perform appraisals for federally related transactions as defined in Title XI, section 1121(4), 12 U.S.C. 3350; and/or (2) registering and supervising AMCs.

**Eligible Applicants for Supplemental Funds:** States with existing ASC SSGs can apply for additional funds for their existing grant if they identify needs that require additional support or which will enhance the approved activities under the grant. Before applying for supplemental funds, grantees must contact the ASC Grants Director to discuss the needs and planned activities.

### IV. APPLICATION, SUBMISSION AND RELATED INFORMATION

This notice should be read together with the Code of Federal Regulations at 2 CFR 200 to understand the requirements for administering federal grant funds. The regulations in 2 CFR 200 can be found at: <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>. They describe grantee requirements for financial management of the federal funds, provide areas and examples of generally allowable costs under the grant and outline the requirements for grantee audits of expenditures.

#### A. Address to Request Application Package for New and Continuation Applications.

This NOFA contains all the information State Agencies need to apply for funds. If you cannot access the required forms from the links provided or need accessible materials provided in an alternate format, you can do so at the addresses below:

Postal Address: The Appraisal Subcommittee  
Attn: ASC Grants Office  
1325 G Street NW, Suite 500  
Washington, DC 20005

Email Address: [grants@ASC.gov](mailto:grants@ASC.gov)

#### B. List of Required Application Elements for New and Continuation Applications.

State Agencies will submit the elements listed below to the ASC. Some are standard federal grant forms that can be found at: <https://www.asc.gov/Grants.aspx>

- Application for Federal Assistance, Standard Form 424 (SF 424): This is a cover page for the Application Narrative.
- Application Narrative: There is no form for the narrative -- See content requirements below in Section E 1, 2 and 3 and attach the narrative to the SF 424, Application for Federal Assistance.
- Budget Form, SF 424A.
- Budget Narrative: See instructions below in Section E 5.
- Certifications and Assurances: Applicants must comply with these certifications and assurances within their agencies as a condition of the grant.

#### C. Required Elements for Supplemental Funds

Only States with existing SSG grants can request supplemental funds. Supplemental funds

can be requested during the budget period or States may choose to expand their second- or third-year grant budget requests to include the additional activities. Grantees must contact the ASC Grants Office to discuss the need for supplemental funds before submitting the following documents:

- Letter requesting the funds and explaining the need
- Budget Form 424A (See instructions below in Section E 6)
- Budget Narrative (See instructions below in Section E 6)

#### **D. Required Registrations**

- 1. DUNS and EIN.** New and continuation applications must include a Data Universal Numbering System(DUNS) number (soon to be called a UEI) and an Employer Identification Number (EIN). The DUNS number does not replace an EIN. Applicants can obtain a DUNS number at no cost by calling the DUNS number request line at (866) 705-5711 or applying online at [www.dnb.com](http://www.dnb.com). Check with the department that manages your budget to see if you already have a DUNS and EIN you should be using for this application.
- 2. SAM.** After obtaining a DUNS number, applicants must register with the System for Award Management (SAM) and maintain an active SAM registration until the application process is complete. You can find extensive information about and instructions for using SAM at: <https://www.sam.gov/SAM/pages/public/loginFAQ.jsf>

When an applicant is awarded a grant, it must also maintain an active SAM registration throughout the life of the award. SAM registration must be renewed annually. The ASC recommends that applicants finalize new registration or renew an existing one at least four weeks before the application deadline for new or continuation grants. Once you have your number, it will have to be renewed annually before it expires. The ASC also provides guidance on registering in SAM that is available on the ASC website at: <https://www.asc.gov/Grants.aspx>

#### **E. Content and Form of Application Submission**

- 1. Format of the Application Narrative.** Applicants will submit a program narrative, a budget and a budget narrative that covers the information described in Sections E 2 – E 7 below. The program narrative can be no longer than five pages and must be written in a font equal to or larger than 12-point Times New Roman.
- 2. Instructions for Application Narrative for New Grants.** Your program narrative must contain the sections listed below and need not be more than a few, but never more than five (5) pages.
  - **Needs to be Met:** Explain the needs or issues you plan to address with ASC grant funding.
  - **Objectives to Meet Needs:** List the objectives for your program and explain how your proposed approach will meet the needs you have described and advance the field.
  - **Description of Activities:** Describe your program design and activities to meet

your objectives and make improvements to your processes and systems. Describe any innovative approaches you plan to use. Describe each staff position you will need to plan and conduct activities. Be clear about how you will meet the objectives. Describe how you will evaluate your progress and effectiveness. How will you know the program has been successful? Include plans to share the results of your program with other States.

- **Evidence of Organizational Capacity:** Describe your organization's current staff configuration and the background and expertise of key staff members who will implement the objectives you are proposing. Be clear about staff expertise and prior activities that demonstrate you have the capacity to execute the objectives and activities you propose. Describe any planned partnerships that will be involved in implementing your proposed activities. Describe partner activities and key personnel. You may include Letters of Intent from proposed partners.

**3. Instructions for Application Narrative for Continuation Grants.** Your narrative should contain the sections listed below and need not be more than a few, but never more than five (5) pages.

- **Description of Progress:** Summarize your progress on reaching the goals and objectives under the grant achieved during the previous one- or two-year budget period. Include any challenges you encountered and how you resolved them.
- **Plans for the Next Budget Period.** Describe your activities for the upcoming year. Be clear about any changes you are making in the objectives under the grant.

**4. Instructions for Letter for Supplemental Funds.** Include a cover letter with your revised budget explaining the need for the additional funds, listing the added objectives for your existing grant and identifying the amount of supplemental funds you are requesting.

**5. Instructions for the Budget for New and Continuation Applications.** The ASC recommends you prepare your budget narrative first as a spreadsheet, then complete the budget form, SF 424A, with the totals for each of the Object Class Categories. The on-line fillable form includes instructions for completing the form. ASC applicants will complete only the following sections and columns:

Section A, Columns e and f\*  
Section B, Columns 1 and 2  
Section E, Columns b, c and d  
Section F, Boxes 22 and 23 as needed

\*Note: Use Column f only if you are providing non-federal resources to support the proposed project or activities. Match is not required but can be included if the proposed activity requires non-federal funds in order to be completed.

**6. Instructions for the Budget Form and Budget Narrative for Supplemental Funds.** The budget form, SF 424A, must include the original funds awarded and the additional funds requested. Complete a budget narrative that includes only the supplemental funds you are requesting. Follow the instructions in 7 below to complete the budget narrative.

**7. Instructions for the Budget Narrative.** The budget narrative is a spreadsheet that

ties your budget to the proposed activities and provides an explanation of costs associated with the project. The budget categories listed below are the Object Class Categories on the SF 424A that represent categories of expenditures under the grant. Enter these budget categories on a spreadsheet following these instructions and include the spreadsheet with your application. Refer to Subpart E, 2 CFR 200.400 - 200.475 for some general categories of allowable costs.

- a. Personnel. For each professional position you plan to fund with ASC funds, include the position title, the total salary for each person, the percentage of time the person will spend working on activities under the grant and the total amount being requested.

Example: Project Manager at 50% time based on annual salary of \$70,000 = \$35,000

- b. Fringe Benefits. This can be a percentage of salaries or other methods.
- c. Travel. Specify the reason for travel, its cost, including, in general, an estimation of transportation, lodging and per diem.

Example: Conduct training sessions, each trip averaging \$1,200 to various locations.

- d. Equipment. Equipment is defined as anything with a unit value over \$5,000 for federal grants; however, for States it is the amount States define for equipment either \$5,000 or generally lessor. Please be aware that you will need to maintain an inventory of all equipment following requirements described in 2 CFR 200.439 or inventory as defined by your State.
- e. Supplies. Do not list every supply separately. You should list purchases such as laptops and printers separately (assuming their cost is less than the State definition of equipment) but can list general office supplies as one line item.
- f. Contractual. Describe and list each contract separately. Contracts can be for materials or services. If just for individual consulting services, list the daily rate for each and the anticipated days needed.
- g. Other. This category is for anything that does not fit the other six major categories.

- h. Total Direct Charges.

- i. Indirect Charges. Applicants must have a negotiated indirect cost rate with the federal government. If your agency has never had a negotiated indirect cost rate, you can claim a de-minimus 10% of Modified Total Direct Costs (MTDC) without going through the process of negotiating a rate. See 2 CFR 200.414(f) for additional information. The 10% should be calculated by multiplying the MTDC which are salaries including fringes, materials and supplies, services and travel, and up to the first \$25,000 of each subaward (MTDC excludes equipment and capital expenditures) by .1 (10%). Add that 10% to the direct costs to get the total requested amount. For example, if the MTDC grant request without the indirect



costs is \$24,300, the amount of the indirect rate would be  $\$24,300 \times .10$  or \$2,430. The total budget for the application would be  $24,300 + 2,430 = 26,730$ . The 10% is a fixed rate applicable to your MTDC expenditures as you incur costs.

**8. Instructions for the Certifications and Assurances.** Applicants must read and understand the certifications and assurances and implement them within their State Agency. By signing the SF 424, Application for Federal Assistance, the applicant is agreeing to comply with them.

**F. Address to Request Additional Information.** If you have questions while you are preparing your proposal, you may email the ASC's Grants Office at [Grants@ASC.gov](mailto:Grants@ASC.gov).

**G. Submission Dates and Times for New Applications.** Applications will be accepted on a rolling basis.

**H. Submission Dates and Times for Continuation Applications.** Existing grantees should submit continuation applications within two months of the date the first budget period ends.

**I. Intergovernmental Review:** Not Applicable for this grant competition.

**J. Funding Requirements and Restrictions**

- If an application is approved for a grant, the State Agency may not begin incurring costs until the ASC issues the Notice of Grant Award (NGA). In some circumstances, if approved by the ASC, grantees may incur costs before the budget period start date on the NGA. However, these pre-award costs must be approved in advance by the ASC.
- ASC grants are for non-construction purposes. Grantees may not buy or improve property under the grant.
- Applicable Federal Regulations. All grantees must follow federal requirements for grants contained in 2 CFR 200 and agree to specific certifications and assurances found at <https://www.asc.gov/Grants.aspx>. All staff must understand and follow those requirements. Those regulations also reference other federal requirements that apply to the grants. The NGA will reference these regulations, including requirements for a drug-free workplace and prohibitions on lobbying.

**V. APPLICATION REVIEW AND SELECTION INFORMATION**

Under these non-competitive grants, the ASC will review applications based on the criteria listed below to ensure activities are within the scope of the NOFA and confirm the budget includes only costs that are reasonable, allocable and allowable under the grant. The ASC anticipates funding all 55 eligible State Agencies that apply and may have to adjust budgets and activities to accommodate all applicants given the amount of funds made available. The ASC may need to adjust the scope of the planned activities and the budget to meet limitations that may apply. During the review process, the ASC staff will work with State Agencies to review narratives and budgets to adjust the scope of the program and revise the budget.

**A. Review Criteria and Process.** ASC Policy Managers and Grants Office staff will

review each application and evaluate them based on these criteria.

- 1. Identified Needs and Proposed Solutions (60%):** The extent to which the narrative describes the needs to be met and a well-thought-out program design to achieve the objectives, including clearly defined responsibilities, timelines and milestones for accomplishing tasks. The narrative should include plans to evaluate the effectiveness of the program and ensure high-quality products and services.
- 2. Organizational Capacity (20%):** The extent to which the narrative demonstrates the organization's capacity to oversee and monitor the program, including to provide facilities, equipment, and other resources in support of the program. The narrative should also demonstrate the organization's capacity to ensure both financial and programmatic compliance and accountability with rules.
- 3. Budget and Cost Effectiveness (20%):** The extent to which the budget narrative aligns with the program design and demonstrates an understanding of what is needed to meet the project objectives.

**B. Clarification and Negotiation Process:** After the review process, the ASC will work with applicants to clarify any issues and may need to adjust the scope of the project to meet budgetary limitations or bring the proposal within scope of allowable activities. Because these are non-competitive grants, the ASC will work with applicants to make any necessary adjustments until the award can be approved.

## **VI. AWARD ADMINISTRATION INFORMATION**

The ASC will make awards following the review and any clarification or negotiation process. State Agencies may not begin grant activities until they receive a formal NGA.

The NGA is the official grant document that contains the amount of the award, the project and budget periods during which the funds can be spent, any special conditions on the award, the reporting requirements and the grant administration requirements, including specific terms and conditions and certifications.

The NGA must be signed by an authorized official in the State Agency acknowledging that the State Agency, as the grantee, agrees to comply with all terms and conditions in the NGA and the certifications and assurances that come with the award.

The ASC will provide instructions for grantees to set up accounts in the Payment Management System (PMS) operated by the Program Support Center (PSC) in the U.S. Department of Health and Human Services. PMS is a secure, online system that grantees will use to access grant funds and submit financial and progress reports. When the ASC awards a grant, the funds will be placed in a grantee account in PMS, which grantees will then use to draw down grant funds as they expend them.

Grantees will establish an account in the system and enter their bank account and routing data so the ASC can make grant funds available in PMS. As grantees expend funds under the grant, they will request drawdowns from their PMS account that will be deposited in their bank accounts, usually within 24 hours.

Grantees will also submit the Federal Financial Report (FFR) and performance reports in the system which will be due every six months, 30 days after the end of reporting periods that will end on September 30 and March 31 of each grant year.

**Administrative and National Policy Requirements.** All awards under this notice are subject to the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Award in 2 CFR Part 200. In addition, grantees must adhere to requirements in the Terms and Conditions that will accompany the NGA, including Trafficking in Persons, Drug-free Workplace, Whistleblower Protection and Federal Financial Accountability and Transparency Act (FFATA) reporting.

**Use of Materials.** Materials developed with ASC funding are available to the public. The ASC reserves a royalty-free, nonexclusive, and irrevocable right to obtain, use, modify, reproduce, publish or disseminate publications and materials produced under the award, including data, and to authorize others to do so for public benefit. (*See* 2 CFR 200.315.)

## **VII. AGENCY CONTACT and TECHNICAL ASSISTANCE FOR QUESTIONS ABOUT THE PROCESS**

The ASC will schedule periodic technical assistance calls and webinars to answer questions about the application process and requirements for managing federal grants. Topics, dates and times will be announced on the ASC website at <https://www.asc.gov/Grants.aspx>.

**APPRAISAL SUBCOMMITTEE  
OPEN SESSION MEETING MINUTES  
JUNE 2, 2021**

LOCATION: Zoom Meeting

**ATTENDEES**

**ASC MEMBERS:** CFPB – John Schroeder  
FDIC – John Jilovec  
FHFA – Robert Witt  
FRB – Keith Coughlin  
HUD – Bobbi Borland  
NCUA – Tim Segerson  
OCC – James Rives

**ASC STAFF:** Executive Director – Jim Park  
Deputy Executive Director – Denise Graves  
General Counsel – Alice Ritter  
Financial Manager – Girard Hull  
Attorney-Advisor – Ada Bohorfoush  
Management and Program Analyst – Lori Schuster  
Administrative Officer – Brian Kelly  
Regulatory Affairs Specialist – Maria Brown  
Policy Manager – Neal Fenochietti  
Policy Manager – Kristi Klamet  
Policy Manager – Jenny Tidwell

**OBSERVERS:** See attached list

The Meeting was called to order at 10:00 a.m. by Chair T. Segerson.

**ACTION ITEMS**

- **May 14, 2021 Open Session Special Meeting Minutes**

J. Schroeder made a motion to approve the May 14<sup>th</sup> open session special meeting minutes as presented. K. Coughlin seconded and all members present voted to approve.

- **Census/Survey Project**

J. Park outlined the Census/Survey Project (Project). ASC staff is seeking initial budget authority of \$150,000 to initiate a comprehensive census/survey of stakeholders in the real property appraisal profession, including appraisers, appraisal management companies (AMC), lenders, State appraisal and AMC regulators and Fair Housing and Lending authorities to understand demographics and trends in the appraisal industry. He felt this Project is long overdue, noting a request he received recently from a group of chief

appraisers representing some of the largest banks and financial services providers in the U.S. pointing out the need for such a Project. M. Abbott provided additional details. The Project would include, but not be limited to, the following: (1) actual number of appraisers in the industry including the number of unique or individual appraisers and number and type of credentials held by appraisers; (2) demographics of appraisers including age, gender, race and education level; (3) years of appraisal experience; (4) government entity approval (*e.g.*, FHA or VA); (5) full or part-time appraiser; (6) number of appraisers leaving the profession each year due to lapsed credentials or planned retirement; (7) number of registered trainees; (8) primary role of appraisers; and (9) quality and availability of appraisal services. B. Borland asked how this data would be used. M. Abbott responded that the data may be used in different ways by various stakeholders. It may be used for workforce planning by some or to see what backgrounds appraisers have. The data could also help determine how grant funds could be used. D. Byerman added that, based on data from the U.S. Bureau of Labor Statistics, there is a lack of diversity and geographic shortages in the appraisal profession. B. Borland asked how personal information will be used and protected. D. Byerman responded that the Project will attempt to combine datasets from different agencies. Memorandums of Understanding will be prepared to allow confidentiality to be maintained. It is within the realm of possibility to do a field census of the entire real property appraisal profession. The data collected must also be validated. M. Abbott added that data from the Appraiser Registry will include a series of protocols to mask personal information. J. Schroeder said it must be clear to respondents that participation is voluntary. M. Abbott added that since this will be a federal collection, it will need approval from the Office of Management and Budget. He added that the hope is to get a statistically valid sample for extrapolation so participation will be encouraged. M. Abbott noted that depending on the methodology used, the Project should give the ASC a more robust understanding of appraiser demographics. The results could also help to reduce unintended barriers and get a more diverse population of appraisers. D. Byerman added that the first step is to diagnose the problem. There are real challenges in the appraisal profession in terms of succession planning and diversity, but the data is not available to support this. M. Abbott suggested that AMCs and lenders would be able to provide their perspectives. College and university programs could also be part of the Project. J. Park added that the National Association of Realtors did a comprehensive survey of the appraisal industry in 2017. That research showed that, within ten years, there could be numerous appraisers leaving the profession without new entrants into the profession. B. Borland wanted to verify that the ASC would only be gathering data to see the demographics. M. Abbott responded that there is no agenda, just fact finding. T. Segerson commented that there have been times when there is a geographic lack of appraisers available to meet demand as market conditions change. He also questioned how long it takes to complete the education, experience and testing requirements to become an appraiser. M. Abbott responded that part of the Project will include how long it takes to become an appraiser and if those persons felt there were any barriers. D. Byerman added that the geographic breakdown will be a very useful data point that could point to systemic biases or barriers to entry. T. Segerson asked for a motion to approve initial budget authority of \$150,000 to initiate a comprehensive census/survey of stakeholders in the real property appraiser profession. This level of funding will allow the ASC to collect available data sets, analyze the data and design a research methodology to conduct the census/survey. A separate budget request to support

implementation of the survey will be requested once the ASC staff and CLEAR have reviewed bids for the Project. K. Coughlin moved to approve the motion. J. Schroeder seconded and all members present voted to approve.

The Open Session adjourned at 10:33 a.m. The next regularly scheduled ASC Meeting will be held on September 15, 2021.

Attachment: Observer list

<b>Meeting:</b>	<b>Appraisal Subcommittee Meeting</b>	<b>Meeting Date:</b>	June 2, 2021
<b>Time:</b>	10:00 AM ET	<b>Location:</b>	Zoom Meeting

<b>Observers</b>	
<b>Name</b>	<b>Affiliation</b>
Justin Kane	American Society of Appraisers
David Bunton	Appraisal Foundation
Kelly Davids	Appraisal Foundation
Lisa Desmarais	Appraisal Foundation
Edna Nkemngu	Appraisal Foundation
Scott DiBiasio	Appraisal Institute
Brendan Donnelly	Appraisal Institute
Brian Rodgers	Appraisal Institute
David Byerman	CLEAR, Inc.
Jodie Markey	CLEAR, Inc.
John Brenan	Clear Capital
David Cherner	Clear Capital
Daniel Berkland	Conference of State Bank Supervisors
Deana Krumhansl	Consumer Financial Protection Bureau
Orlando Orellano	Consumer Financial Protection Bureau
Brian Barnes	Department of Housing and Urban Development
Susan Cohen	Diversity Marketing and Communications, Inc.
Richard Foley	Federal Deposit Insurance Corporation

Patrick Mancoske	Federal Deposit Insurance Corporation
Trevor Feigleson	Federal Reserve Board
David Imhoff	Federal Reserve Board
Devyn Jeffreis	Federal Reserve Board
Derald Seid	Federal Reserve Board
Matthew Suntag	Federal Reserve Board
Deborah Geiger	Geiger Communications
Peter Gallo	HomeSight Appraisal, LLC
James Rist	Minnesota Department of Commerce
Rachel Ackmann	National Credit Union Administration
Gira Bose	National Credit Union Administration
Will Binkley	Office of the Comptroller of the Currency
Stacey Fluellen	Office of the Comptroller of the Currency
Kevin Lawton	Office of the Comptroller of the Currency
Precious Umunna	Senator Amy Klobuchar's Office
Peter Christensen	Valuation Legal



# NEWSLETTER



Dear Tyler Kohtz,

At the Board of Trustees' fall meeting last month, five new board members were welcomed onto the Appraisal Standards Board and Appraiser Qualifications Board.

The Board of Trustees had a difficult task this year given the large number of highly qualified candidates who applied to be on each board, and we hope that all of the applicants will continue to be involved in our work.

Melissa Bond of Kiln, Mississippi and Nicholas Pilz of Winter Garden, Florida were appointed to the ASB, and Karen Oberman of Des Moines, Iowa, Valerie Scott of Capitan, New Mexico and Donna Vandervries of Portage, Michigan were appointed to the AQB.

We are pleased to welcome these newest appointees to the ASB and AQB.

The Board of Trustees made a number of reappointments to these boards as well. Roberta Oullette of Raleigh, North Carolina was reappointed to the ASB, while William Fall of Perrysburg, Ohio, John Ryan of Newbury, Massachusetts, and Brad Swinney of Austin, Texas were reappointed to the AQB.

It was also announced that Michelle Bradley and John Ryan will be chairs of the ASB and AQB respectively, and Tim Luke and Brad Swinney will be vice chairs of each board.

The Board of Trustees also announced its new leadership for 2022. Randall Kopfer of Galveston, Texas was named Chair of the Board of Trustees, and Dayton Nordin of Boston, Massachusetts was named Vice Chair. Tracy Johnston of Phoenix, Arizona will remain Secretary and Raymond Wagester of Greenwood Village, Colorado was named Treasurer. Jeremy Gray of Pleasant Grove, Utah will be Immediate Past Chair.

The Appraisal Foundation is deeply appreciative of our board members and all of the appraisers and stakeholders who commit their time and efforts to our work.

We look forward to working with the members of all of our boards and councils in 2022 to continue upholding public trust in the appraisal profession.

Sincerely,

## In This Newsletter

**From the President's Desk:**  
**Welcoming our new board members**

**The Foundation's Newest Board Members**

**Thank you!**

**TAF Sponsors Appraiser Diversity Initiative**

**Appraiser Talk**

## Upcoming Events

**November 19:** [AQB Public Meeting](#)

## Helpful Resources

[7-Hour Course and Reference Manual FAQs](#)

## Contact Us

T 202-347-7722

[info@appraisalfoundation.org](mailto:info@appraisalfoundation.org)

[www.appraisalfoundation.org](http://www.appraisalfoundation.org)

## Follow Us

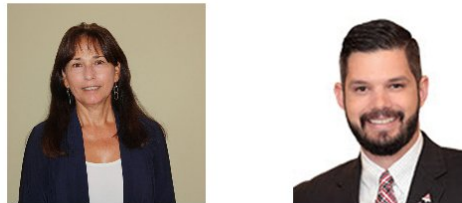


## Share this Newsletter

Click [here](#) to get a shareable link of this month's newsletter to share on social media.

Dave Bunton  
President

## The Foundation's Newest Board Members



*Top (from L to R): Karen Oberman, Valerie Scott, and Donna Vandervries.*

*Bottom (from L to R): Melissa Bond and Nicholas Pilz*

## Thank you!

As the holidays approach, all of us at The Appraisal Foundation would like to take a moment to express our thanks to all of the sponsors, board and council members, and stakeholders who make our work possible. We could not accomplish the difficult work of building and maintaining public trust in the appraisal profession without you.

## TAF Sponsors Appraiser Diversity Initiative

The Appraisal Foundation is proud to become a sponsor of the Appraiser Diversity Initiative. This initiative, led by the National Urban League, Fannie Mae, and the Appraisal Institute, fosters diversity in the appraisal profession by attracting new entrants and helping them overcome any barriers to entry into the profession. We look forward to working with them to make the appraisal profession more reflective of the United States. Click [here](#) to learn more.

## Appraiser Talk

The Appraisal Foundation's podcast Appraiser Talk releases it's newest episode every Monday.

You can check out a full list of published podcasts and listen to each episode [here](#). Click [here](#) to sign up to receive a notification each time a new episode is published.

You can subscribe to Appraiser Talk on Spotify, Apple Podcasts or wherever you get your podcasts. If you have a question you'd like to hear answered on the show, email it to Amy Timmerman at [amy@appraisalfoundation.org](mailto:amy@appraisalfoundation.org).



## About The Appraisal Foundation

The Appraisal Foundation is the nation's foremost authority on the valuation profession. The organization sets the Congressionally authorized standards and qualifications for real estate appraisers, and provides voluntary guidance on recognized valuation methods and techniques for all valuation professionals. This work advances the profession by ensuring appraisals are independent, consistent, and objective. More information on The Appraisal Foundation is available at [www.appraisalfoundation.org](http://www.appraisalfoundation.org).

[Unsubscribe](#)

This message was sent to [tyler.kohtz@nebraska.gov](mailto:tyler.kohtz@nebraska.gov) from [news@appraisalfoundation.org](mailto:news@appraisalfoundation.org)

Dave Bunton  
The Appraisal Foundation  
1155 15th Street NW STE 1111  
Washington, DC 20005

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# ANNOUNCEMENT



## The Latest on PAREA

Thank you for your continued interest in the Practical Applications of Real Estate Appraisal (PAREA). We have been pleased by the strong interest we have received from stakeholders all around the appraisal profession including state regulators and aspiring appraisers. As we look forward to PAREA programs hitting the market, The Appraisal Foundation will begin providing periodic updates on this innovative new program.

### Pathway to Success Grant

The Pathway to Success Conditional Grant is a new grant provided by The Appraisal Foundation to assist not-for-profit organizations in the development of a PAREA program. The grant requires that the PAREA program be brought to market within two calendar years and is conditional on the completion of the project. The grant also stipulates that participant priority be given to veterans, minorities, and those in designated rural areas.

In September, The Appraisal Foundation's Board of Trustees awarded the Pathway to Success Grant to the Appraisal Institute (AI) for the development of a PAREA program in collaboration with the National Society of Real Estate Appraisers (NSREA).

### States Adopt PAREA

As of this writing, 20 states have adopted PAREA into law. It is up to each state to determine whether PAREA will cover a portion or all of an aspiring appraiser's required experience hours. [Contact your state agency](#) to learn more about the status of PAREA in your state.

### Programs in Progress

To date, the AQB has received five PAREA concept submissions from organizations intending to develop a PAREA program. These have been approved by the AQB, and The Appraisal Foundation is looking forward to seeing these programs hit the market in the future.

If you have any additional questions regarding PAREA, please visit our [PAREA](#)



## Quarterly Update

### August 2021

- August 5, 2021:** The AQB released the **First Exposure Draft** of a Proposed General Interpretation of the Real Property Appraiser Qualification Criteria and held a webinar to discuss it.
- August 12, 2021:** The Appraisal Institute, North Star Chapter, held its Annual Trends Seminar. Presentations are available [here](#).
- August 18, 2021:** The First Exposure Draft for the upcoming changed to the 2023 edition of USPAP was [released](#).
- August 24, 2021:** The AQB held a public meeting and adopted several updates including: 1) changes to synchronous courses, hybrid courses, and proctor methods, all of which will go into effect on January 1, 2022. The AQB also adopted a General Interpretation of the *Criteria* to emphasize that education and experience verification must be completed before an applicant is approved to sit for the National Exam, and that applicants cannot self-verify their experience to qualify for the National Exam. For more information, please visit [appraisalfoundation.org](http://appraisalfoundation.org).
- August 24, 2021:** Fannie Mae [adopts](#) new underwriting innovation.
- August 30, 2021:** The Appraisal Institute [shares](#) updates on latest federal and state appraisal bias legislation.

### September 2021

- September 7, 2021:** The FHFA [requires](#) the GSEs to submit equitable housing finance plans.
- September 13, 2021:** The California Department of Financial Protection and Innovation [requires](#) mortgage servicers to report on foreclosure and loss mitigation procedures.
- September 15, 2021:** The ASC [held](#) a quarterly meeting to discuss updates at the ASC and the Appraisal Foundation.
- September 15, 2021:** The Texas Appraiser Licensing and Certification Board (TALCB) is pleased to announce the launch of the TALCB complaint portal. This simple-to-use tool allows consumers to file complaints directly on the TALCB website. It also allows consumers to check the status of their complaints online. In addition, it integrates backend efficiencies for staff, which decreases complaint processing times. The complaint portal is located on the Filing a Complaint page of the TALCB website.
- September 20, 2021:** Freddie Mac releases [report](#) on appraisal gap in minority neighborhoods.
- September 22, 2021:** The Appraisal Subcommittee held a Roundtable to discuss Building a More Equitable Appraisal System.

- September 28, 2021:** California [enacts](#) new appraiser requirements to ensure unbiased opinions of value. California Gov. Gavin Newsom signed into law AB 948, legislation that contains multiple provisions related to appraisal bias. Beginning July 1, all residential sales contracts must include a statement promising that appraisals are unbiased and not influenced by improper or illegal considerations. Refinance transactions must have the same statement included within the loan documents provided to borrowers
- September 30, 2021:** Pennsylvania and Wisconsin are both [considering](#) legislation to create a statute of repose that would limit the time lawsuits could be filed against appraisers. Nine states already have enacted such legislation
- September 30, 2021:** Appraiser regulatory officials in multiple states are [debating](#) whether to accept completion of an Appraisal Qualifications Board-approved Practical Applications of Real Estate Appraisal, known as PAREA, to satisfy the experience requirements for licensed residential credentials and certified residential appraiser credentials. Further, 15 states have fully adopted by reference the AQB’s Real Property Appraiser Qualification Criteria, known as RPAQC. PAREA is part of RPAQC

**October 2021**

- October 1, 2021:** The Appraisal Foundation launched a new 7-Hour National USPAP Update Course. This new 7-Hour USPAP Update Course is designed to give you the tools to be your own USPAP expert by the time you leave the course. Through dynamic case studies and new tools, appraisers will learn how to better navigate the USPAP document to solve problems in their daily appraisal practice. The most innovative part of this course is our newest publication: The USPAP Reference Manual.
- October 12, 2021:** The Interagency Appraisal Task Force [Convenes](#). The task force for the Property Appraisal and Valuation Equity Interagency, known as PAVE, held its first meeting Aug. 5 to define its scope of work in preparation for creating a final action report that is due within 180 days. President Joe Biden created the task force by executive order to address “inequity in home appraisals.”
- October 12, 2021:** The ASC [offers](#) additional grants to States for improvement and expansion of the appraisal process. The Appraisal Subcommittee at its Sept. 15 meeting approved publication of a Notice of Funding Availability that provides an additional \$3.3 million for “State Appraiser Regulatory Agencies Support Grants.” These funds are in addition to the \$3.336 million that was made available via a NOFA published last year
- October 15, 2021 – October 18, 2021** AARO held its annual conference in Washington, DC. The presentations can be found [here](#). AARO also elected a new slate of officers:

Joe Ibach, ND	President
Vanessa Beauchamp, MO	President Elect
Tom Veit, KY	Vice-President
Allison McDonald, FL	Secretary
Dennis Badger, KY	Treasurer
Anne Petit	Immediate Past President
Eric Brinton, ID	Director
Peter Fontana, MT	Director



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Justin Barney, UT	Alternate Director
Janice Buchele, OH	Alternate Director
Patricia Pope, WV	Alternate Director
Craig Steinley, SD	Alternate Director
Henk vanDuyvendijk, LA	Alternate Director

**October 28, 2021:** The ASB held a public meeting.

To submit a story, update, or announcement for the next quarterly newsletter, please send it to Brandy March at [brandy.march@aaro.net](mailto:brandy.march@aaro.net). The next quarterly update will be sent around February 1, 2022.

*Communications Committee: Jacqueline Olson, Chair, Stacey Williams, Co-Chair, Jodie Campbell, Kevin Cyrus, Allison McDonald, Craig Morley, Greg Stephens, Tamora Papas*