
The first year of the CFedS Program has seen the implementation of the training, testing and certification portion of the program with over 400 surveyors, licensed in 39 States now enrolled. Support throughout the key government agencies involved in this program has been exceptionally strong and other federal agencies, as well as State and local governments are beginning to support the program. The major challenge for the coming year is demonstrating to the Tribes and BIA the benefits of using CFedS for all their cadastral services not performed by BLM.

Training Accomplishments:

- The course study guides were created from the video lecture transcripts. The study guide is just over 1500 pages in length and is designed to provide the student with an easy to follow reference to the training material. In addition to the transcripts, the guides contain copies of all visual aids, exercises, reading assignments and handouts. The study guide is available on the website for $100.00 and about 65% of the registrants are choosing to purchase it.
- We have redesigned course 4, Restoration of Lost Corners, and developed some additional exercises to reinforce key points. The old distance learning course was corrected and is now an optional module.
- Work has started on the following continuing education courses:
  - Monumentation and Creating the Corner Record
  - Hiatus/Overlap and Jr./Sr. Corners
  - Introduction to the Geographic Coordinate Data Base (GCDB)
  - Non-Rectangular Surveys (this will count as 3 CFedS courses). The continuing education courses have all been designed to function as BLM in-house training and CFedS training.

Program Accomplishments:

- The CFedS section of the BLM Administrative Manual and Handbook were approved.
- The CFedS website was redesigned and expanded. The site now has three sections:
  - The section for the general public, surveyors interested in the program or those searching for a qualified surveyor. This portion of the site
contains FAQ for Tribes and BIA, FAQ for surveyors and the Locate a Surveyor functions.

- The section for trainees contains Training News, Course Feedback, Exam Information, Proctor Form, Trouble Shooting FAQs and Quizzes.
- The CFedS portion contains information for those who have completed the training program, passed the exam and are now certified. It contains the CFedS News, continuing education requirements, certification renewal information, and each month a new judicial or administrative decision concerning boundary law.

- The Certification exam was offered twice with 138 surveyors receiving their certification.
- Tribes and several Federal, State and local governments are beginning to utilize the CFedS for their cadastral needs:
  - The U.S.F.S. in Texas used the Locate a Surveyor function on the CFedS website to find a CFedS for a boundary survey.
  - The first federal authority survey executed by a CFedS was approved by the California State Office of the BLM.
  - In various parts of the country the BIA is beginning to use CFedS to complete the Boundary Standards Certificates.
  - The U.S.F.S. has provided funding for 15 land surveyors within their agency to enter the program.

- The program was successfully launched, with 411 surveyors enrolled in the program as of October 1, 2007.
- The first annual CFedS banquet was held in May with 43 of the first 69 CFedS in attendance.
- Articles about the program were published in two national survey magazines in addition the Office of Special Trustee’s monthly newsletter published two articles about the program.
- The program now has the hardware and software necessary to grade the exams utilizing personnel at the National Training Center. This will result in a savings of approximately $200.00 per exam.
- BLM continues to support the program by providing substantial financial support.
- The program has representation from the following governmental organizations:
  - Alaska Department of Transportation
  - Bureau of Land Management (3)
  - California Department of Transportation
  - City of Las Vegas
  - City of San Diego
  - City of Surprise
  - City of Yuma
  - Corp of Engineers (3)
  - Ferris State University
  - Idaho Department of Lands
  - Iowa Department of Transportation
  - Maricopa County Department of Transportation (2)
Training Goals for 2008:

- The four continuing education courses started in FY 07 will be completed by late Spring or early Summer of 2008.
- Develop approximately 500 new exam and quiz questions to add to the test bank.
- Begin work on two new continuing education courses.
- Continue to develop and improve the CFedS Study Guide:
  - Add a Table of Contents
  - Add an Index
  - Begin to have the material professionally edited
  - Add definitions to selected words and phrases.

Program Goals for 2008:

- Continue to provide information to Tribes and BIA about the program with each tribe being contacted at least 3 times. Contacts may include:
  - Letter from the Secretary of the Interior
  - CFedS marketing video
  - OST’s newsletter, Trust Matters.
  - Contact with the regional BILS
  - National and regional conferences
  - Contact with CFedS
- Support OSTs effort to require BIA to use CFedS for their cadastral services.
- Offer the Certification Exam 3 times in 2008.
- Complete the Marketing Video in time for release at the ACSM Spring Conference in March.
- Increase the visibility of the Panel and work to enhance each member’s opportunity to communicate with and speak for the group they represent.
- Finalize the program management agreement with ACSM.
- Expedite finalization of the letter from the Secretary of the Interior to the tribes, encouraging them to use CFedS for their surveying needs.
- CFedS tuition and fees will provide all the necessary funding for the program.
- Organize the annual CFedS dinner at the ACSM Spring Conference in March.
Financial Statement:

Revenue:
- Beta Group Tuition and Fees: $98,800.00
- Group #1 2007 Tuition and Fees: $176,800.00
  Total $275,600.00

Expenditures:
- ACSM portion (10%): $17,680.00
- Beta Group Certificates: $11,489.81
- 300 Sets Training Material plus shipping: $55,000.00
- CFedS Banquet: $4,687.00
- Hosting CFedS website: $2,000.00
- Travel for CFedS Panel and Manager: $2,790.97
- Purchase scantron*: $4,727.76
- Purchase notebooks: $6,236.20
- FedEx: $12.95
- Training Solutions Plus**: $41,000.00
  Total $145,624.69

Balance Carried forward to FY2008
- BLM account: $122,835.31
- ACSM reserve: $7,140.00
  Total $129,975.31

* The scantron was purchased to grade the exam answer sheet instead of contracting for the grading.

**The Training Solutions Plus contract was for updating training content and changing delivery method to external hard drive.
Approved by the CFedS Certification Panel
November 6, 2007

Steve Ackerman
CFedS
Representative

John Lee
BLM Chief Cadastral Surveyor
Representative

Roger Green
BLM Indian Lands Surveyor (BILS)
Representative

Brenda Schlif
Bureau of Indian Affairs
Representative

John Farnsworth
BLM
Representative

Frank Starky
Tribal
Representative

Helen Roberts-Latall
Office of Special Trustee for American Indians Representative

Gregg Tuttle
Professional Land Surveyor
Representative

Submitted by:

Ronald W. Scherler
CFedS Program Manager
602-906-5568
ron_scherler@blm.gov
# CFedS Revenue and Expenditures FY 2008

Revenue:

- Tuition and Fees $212,000.00

Expenditures

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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<tbody>
<tr>
<td>ACSM fees</td>
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<td>Credit Card Fees</td>
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<td>Travel for CFedS Panel and Manager</td>
<td>$12,225.25</td>
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<tr>
<td>Scantron Contract</td>
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<tr>
<td>Banquet Expenses</td>
<td>$11,102.00</td>
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<tr>
<td>To BLM for payroll/expenses</td>
<td>$51,773.37</td>
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</table>

**TOTAL EXPENSES** $182,843.06

Balance Forward from FY07 $129,975.31

Net Change FY08 +$29,156.94

Balance Forward to FY09 $159,132.25
CFedS Revenue and Expenditures CY 2009*

* Includes 4th Quarter CY 08 to transition to CY Reporting coincident with ACSM

Revenue:

- Tuition and Fees $362,960.00

Expenditures

- ACSM fees $36,076.00
- Credit Card Fees $8,166.60
- Training Materials $67,840.85
- Training Course Development $71,967.98
- Hosting CFedS website $7,500.00
- Travel for CFedS Panel and Manager $13,679.29
- Scantron Contract $304.00
- Banquet Expenses $10,509.00
- To BLM for payroll/expenses $100,000.00

**TOTAL EXPENSES** $316,043.72

Balance Forward from FY08 $159,132.25
Net Change CY 09 and 4thQ CY08 +$46,916.28
Balance Forward to CY10 $206,048.53
CFedS Revenue and Expenditures CY 2010 thru 3/31/10

Revenue:
- $78,980.00

Expenses:
- ACSM Fee $7,898.00
- Website $1,500.00
- Credit Card Fees $2,970.55
- Training Materials $61,339.17

**TOTAL EXPENDITURES** $73,707.72

Balance at end of 1st quarter CY10: $211,320.81
CFedS Revenue and Expenditures CY 2010

Revenue:

- Tuition and Fees $268,230.00
- Banquet $1,610.00

**TOTAL REVENUE** $269,840.00

Expenditures

- ACSM fees $25,644.65
- Credit Card Fees $7,603.55
- Training Materials $78,625.91
- Website and Technical Support $45,048.88
- Hosting CFedS website $6,000.00
- Develop Advertising Materials $5,166.66
- Magazine Advertising $3,000.00
- Berntsen Disks $3,419.13
- Workshop Expenses $4,033.46
- Banquet Expenses $3,935.41
- Refunds to Students $2,600.00
- To BLM for Payroll/Expenses $50,000.00

**TOTAL EXPENSES** $235,077.65

Balance Forward from CY2009 $206,048.53
Net Change CY2010 +$34,762.35
Balance Forward to CY2011 $240,810.88
Certified Federal Surveyor Program
Bureau of Land Management
1849 C St. NW, 2134LM,
Room 4258

Certified Federal Surveyor Program
Annual Report for 2011

In just over five years since the Certified Federal Surveyor (CFedS) Program began, 533 Registered Professional Land Surveyors have been certified, nearly 200 trainees are presently working on their certification and the Program continues to draw a significant number of new applicants. Newly hired Bureau of Land Management (BLM) cadastral surveyors are now taking the training courses developed for the Program. The major challenge for the Program remains demonstrating to Tribes, the Bureau of Indian Affairs (BIA), and the Office of Special Trustee for American Indians (OST) the benefits of using CFedS for all their cadastral services not performed by the BLM. In regions where the BIA has endorsed the Program we find Tribes soon recognize the value of relying on CFedS for their management of land boundary needs. But that necessary endorsement is not the case in most of the regions.

Training Accomplishments In 2011:
• 103 Professional Land Surveyors registered for the program.
• 113 Professional Land Surveyor were certified
• Continuing education training completed:
  o Introduction to the Geographic Coordinate Data Base (GCDB) (3 credits, completed by 79 CFedS)
  o Non-Rectangular Surveys (6 credits, completed by 63 CFedS)
  o Special Boundary Problems I (3 credits, completed by 79 CFedS)
  o Swamp Land Grants, Omitted Area and Island Surveys (1 credit, completed by 68 CFedS)
  o The 2009 Manual of Surveying Instructions (2 credits, completed by 108 CFedS)
  o 2011 CFedS Workshop (1 credit, completed by 16 CFedS)
  o The Public Land Survey System (PLSS) Datum and the Local Surveyor (1 credit, completed by 16 CFedS)
• CFedS training courses provided to 11 BLM cadastral surveyors
• The Monumentation and Creating the Record course is nearly complete and is scheduled for release in mid-2012.
• Posting a monthly Interior Board of Land Appeals (IBLA) case on the website was resumed. The page was visited by 235 CFedS.

Program Accomplishments:

• CFedS Program Manager, Roger Green retired at the end of July. Janet Wilkins from the Oregon State Office was appointed Acting Program Manager through November 21st, at which time Bob Dahl was appointed Acting Program Manager.
• Information on the CFedS website was updated and new functionality was added.
• The cfeds.org website was visited over 100,000 times, with approximately 30,000 visits to the CFedS Roster.
• The certification exam was offered three times this year with 186 surveyors taking the examination and 113 receiving certification.
• BLM cadastral surveyors now participate on the CFedS training, bi-weekly conference calls.
• The Northwest Regional Office of the BIA requires a Land Description Review (LDR) Certificate for all fee to trust conveyances; most are completed by a CFedS.
• Some Tribes in the Northwest Region require the use of CFedS for their surveying needs, other routinely utilize CFedS.
• 10 presentations explaining the advantages of the Program were given to over 500 participants.

Training Goals for 2012:

• Review and update the quiz questions for all seven original courses.
• Complete the Monumentation and Completing the Corner Record course (scheduled for July-August).
• Create courses worth a total of 6 credits based on IBLA cases and/or cases found in the BLM Cadastral Survey publication Public Land Surveys - A Case Book.
• Work with the BLM Chief Cadastral Surveyor’s Training Committee to identify and prioritize training need with the BLM Cadastral Survey and CFedS Programs.
• Develop a 5 year plan for creation of new CFedS continuing education training.
• Update Standards for Boundary Evidence training module.
2011 CFedS Annual Report

Program Goals for 2012:

- Offer the certification examination 3 times in 2012.
- Provide program information to Tribes, BIA, and OST with each Tribe being contacted at least 3 times.
- Appoint a new Tribal representative to the CFedS Panel.
- Appoint a permanent CFedS Program Manager.
- Submit a Grant Application to the Public Land Survey System Foundation (PLSSF) requesting funds to create new CFedS continuing education courses.
- Approve the CFedS Program Standards of Practice Handbook.

Financial Statement:

Balance Forward From CY2010: $240,810.88

Revenue:
- Program Tuition and Fees: $236,880.00
- Banquet Receipts*: $1,470.00
  Total: $238,350.00

Expenditures:
- American Congress of Surveying and Mapping (ACSM) (Administration Fee; 10% of Revenue) $26,756.00
- ACSM (Hosting CFedS Website) $6,000.00
- ACSM (Credit Card Fee) $7,935.22
- CFedS Workshop and Banquet $7,793.23
- Training Material $43,479.35
- Training Solutions Plus, Inc. (TSP) (Technical Support) $24,365.64
- TSP (Website Maintenance) $17,711.59
- TSP (ID Cards and Certificates) $3,295.34
- TSP (Website Modification) $14,586.00
- TSP (Ron Scherler, Training Support) $17,064.20
- BLM Cadastral Survey Program Funds** $100,000.00
  Total $268,986.57
Balance Forward to CY2012

*All costs associated with the banquet were not paid in this calendar year.
**BLM provides funds in support of the program.

Approved by the CFedS Certification Panel
February 15, 2012

Steve Ackerman
CFedS
Representative

Brenda Schilf
Bureau of Indian Affairs
Representative

James M. (Mike) Hart
CFedS
Representative

Tom Tauchus
BLM Indian Lands Surveyor (BILS)
Representative

Helen Roberts Latall
Office of Special Trustee for
American Indians Representative

Ron Whitehead
American Congress on Surveying and
Mapping
Representative

John Lee
BLM Chief Cadastral Surveyor
Representative

Submitted By:

Robert W. Dahl
Acting CFedS Program Manager
(202) 912-7344
robert_w_dahl@blm.gov
2012 CFedS Program Financial Statement:

**CFedS Program Bank Account Balance Forward From CY2012:** $210,174.31

### Revenue:
- Program Tuition and Fees: $195,700.00
- Grant from PLSSF: $15,000.00

**Total Revenue:** $210,700.00

### Expenditures:
- ACSM/NSPS, Admin. Fee (10% of Revenue): $17,545.00
- ACSM/NSPS, Hosting CFedS Website: $5,500.00
- ACSM/NSPS, Credit Card Fee: $6,272.90
- *2011 CFedS Program Banquet: $3,783.09
- CFedS Brass Medallions (100): $2,378.22

**Total Expenditures:** $29,240.15

**2012 CFedS Annual Report**

- Training Material: $33,295.35
- TSP Website Maintenance: $33,547.80
- TSP ID Cards/Certificates/Letters: $2,900.00
- TSP Website Modification: $12,932.92
- TSP CE Course Development: $36,463.06
- TSP Program Administration: $65,445.00
- TSP Training Support: $37,140.00

**Total:** $292,490.51

**CFedS Program Bank Account Balance Forward to CY2013:** $128,383.80

*All costs associated with the 2011 banquet were not paid in calendar year 2011.

New 3-year Memorandum of Agreement (MOA) with the National Society of Professional Surveyors (NSPS) became effective November 1, 2012. The most significant change is the new fee structure. The new agreement established the fee paid to NSPS for administrative services at 12 percent of revenue. The CFedS Program account was converted from ACSM to NSPS in November; no differentiation between the two accounts is shown in this report.

The U.S. Forest Service provided $15,000.00 in contributed funds to BLM for CFedS training development during this calendar year.

The BLM continues to provide funds and services in support of the program.
Certified Federal Surveyor Program
Bureau of Land Management
Cadastral Survey
1849 C St. NW, 2134 LM
Washington D.C.

Calendar Year 2013 Certified Federal Surveyor (CFedS) Program
Financial Statement

CFedS Program Bank Account Balance Forward From CY2012: $128,383.80

Revenue:
• Program Tuition and Fees: $217,675.00\(^1\)

Expenditures:
• NSPS Administration Fee (12% of Revenue): $29,038.38\(^2\)
• Training Material: $34,943.23
• Advertising: $2,000.00
• Training Solutions Plus, Inc. (TSP)
  CE Course Development: $48,225.60
  TSP Website Modification: $6,904.04
  TSP Website Maintenance Support: $49,592.40
  TSP Technical Support: $35,006.40
  TSP Program Administration: $58,800.00
  TSP Training Support: $26,940.00
• TSP Miscellaneous: $645.00

Total: $292,095.05

\(^1\) The Bureau of Land Management (BLM) provided minimal funds in support of the CFedS Program.
\(^2\) Includes fee for December 2012 paid in 2013, but does not include fee for December 2013 paid in 2014.
CFedS Program Bank Account Balance Forward to CY2014: $ 53,963.75

National Society of Professional Surveyors (NSPS) Administration Fee:

NSPS collected and distributed tuition and fees associated with the CFedS Program, provided a monthly program fund summary, maintained the CFedS Program bank account, hosted the official CFedS Program website, provided a NSPS representative to the CFedS Certification Panel (Panel) and administered the Program’s contract with TSP.

Training Material:

TSP purchased 100 hard drives, 100 study guides, 25 Non-Rectangular flash drives, 100 Monumentation DVDs, 100 Swamplands DVDs, 500 gold seals and 1000 exam answer sheets.

Advertising:

The Program purchased a banner advisement in News and Views, the NSPS online magazine.

Continuing Education (CE) Course Development:

Three new CE courses were completed this year:
- Accretions in the Public Land Survey System
- Avulsions in the Public Land Survey System
- Relictions in the Public Land Survey System

Two courses were presented at the annual BLM-Oregon Institute of Technology Workshop:
- Tussio, 37 IBLA 135
- Delzell, 158 IBLA 238

Website Modification:

The following changes were made to the website:
- The 20-week program was reorganized which required website modification.
- The Panel approved modification/clarification of rules for certification renewal which required website modification.
Website Maintenance Support:

TSP provided maintenance includes site modifications, enhancements, additions, and deletions to content and functionality. In addition, maintenance includes all BLM Indian Lands Surveyors (BILS), BLM State Offices, and Panel updates on the CFedS website. These are a regular occurrence. Also, final examination reports, final examination certification and monitoring of the database so that the interface with authorize.net is under no risk or exposure from harmful threats/attacks; including daily and weekly backups, offsite storage to ensure that all user data is not compromised. In addition, backend programming is provided to enhance speed and efficiency ensuring that the system is compatible with the latest technology.

Technical Support:

TSP provides CFedS Program technical support which consists of 24/7 – 365 days phone and web/email support for all trainees, CFedS, BLM, NSPS, and the Acting CFedS Program Manager. Tasks include username/login issues, certificate and CFedS identification (ID) card shipping, special order shipping, processing payments and order fulfillment. It also includes emailing students forms, answering new perspective student questions regarding the website/payment, and daily liaison with NSPS counterpart. The main emphasis is technical support for the students on all matters regarding the website.

Program Administration:

The Program has contracted with TSP for a subject matter expert as the CFedS Program Certification Panel Chairperson to take care of the day to day administrative support of the Program and respond to technical inquires. BLM provided an Acting Program Manager for the inherently governmental functions.

Training Support:

The Program has contracted with TSP for training support. TSP provides a subject matter expert to answer questions concerning the Certification Training, courses quizzes and the CE courses.

TSP Miscellaneous:

ID card and Certificates were printed and distributed to new CFedS.
Approved by CFedS Program Certification Panel
February 20, 2014

Steve Ackerman
CFedS Representative

Anthony O'Rourke
Tribal Representative

James M. (Mike) Hart
CFedS Representative

Ken Roy
BLM Indian Lands Surveyor Representative

Glenda Miller
Office of Special Trustee for American Indians Representative

Brenda Schilf
Bureau of Indian Affairs Representative

John Lee
BLM Chief Cadastral Surveyor Representative

Ron Whitehead
National Society of Professional Surveyors Representative

Jan Reibach
Tribal Representative

Submitted By:

Ronald W. Scherler
CFedS Program Certification Panel Chairperson

Approved By:

Robert W. Dahl
Acting CFedS Program Manager
202-912-7344
bdahl@blm.gov
Certified Federal Surveyor Program
Bureau of Land Management
Oregon State Office, Cadastral Survey
1220 S.W. 3rd Avenue
Portland, Oregon 97204

Calendar Year 2014 Certified Federal Surveyor (CFedS) Program
Financial Statement

CFedS Program Bank Account Balance Forward From CY2013: $53,963.75

Revenue:
- Program Tuition and Fees: $240,325.00

Expenditures:
- NSPS Administration Fee (12% of Revenue): $25,892.80
- Inventory (Training Material) $15,046.60
- TSP Website Maintenance Support: $35,200.88
- TSP Technical Support: $33,061.60
- TSP Program Administration: $49,620.00
- TSP Training Support: $15,120.00
- TSP Miscellaneous: $3,569.88
Total: $177,511.76


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1 The Bureau of Land Management (BLM) provided funding for the CFedS Program Manager for approximately 9 months.
2 Includes fees for December 2013 paid in 2014, but does not include fees for December 2014 paid in 2015.
Revenue:

Registrations were up nearly 50% from 2013. This is due in part to 25 registrations from the BLM Oregon State Office, but even without those registrations, 2014 registrations were up nearly 20% over 2013. While registrations were up, the number of CE credits ordered and the revenue from continuing education material was down nearly 25% which is consistent with other even numbered years.

National Society of Professional Surveyors (NSPS) Administration Fee:

NSPS collected and distributed tuition and fees associated with the CFedS Program, provided a monthly program fund summary, maintained the CFedS Program bank account, hosted the official CFedS Program website, provided a NSPS representative to the CFedS Certification Panel (Panel) and administered the Program's contract with TSP.

Training Material:

TSP purchased 100 hard drives.

Advertising:

The Program purchased a banner advertisement in News and Views, the NSPS online magazine.

Continuing Education (CE) Course Development:

No new CE courses were added in 2014, but two courses that were presented live in 2014 will be available as DL (distance learning) courses in the first quarter of 2015.

Presentations were made at five conferences/workshops in 2014:

- Hillstrom, 180 IBLA 388; South Dakota Society of Professional Land Surveyors
- Tussio, 37 IBLA 135; Land Surveyors Association of Washington Annual Conference.
- Delzell, 158 IBLA 238; Land Surveyors Association of Washington Annual Conference.
- Tussio, 37 IBLA 135; Southeastern Nebraska Land Surveyor Association
- An Inside Look at Donation Land Claims; Oregon Institute of Technology Land Surveying Workshop
- Hillstrom, 180 IBLA 388; Minnesota Society of Professional Surveyors
Website Maintenance Support:

TSP provided maintenance includes site modifications, enhancements, additions, and deletions to content and functionality. In addition, maintenance includes all BLM Indian Lands Surveyors (BILS), BLM State Offices, and Panel updates on the CFedS website. These are a regular occurrence. Also, final examination reports, final examination certification and monitoring of the database so that the interface with authorize.net is under no risk or exposure from harmful threats/attacks; including daily and weekly backups, offsite storage to ensure that all user data is not compromised. In addition, backend programming is provided to enhance speed and efficiency ensuring that the system is compatible with the latest technology.

Technical Support:

TSP provides CFedS Program technical support which consists of phone and web/email support for all trainees, CFedS, BLM, NSPS, and the Acting CFedS Program Manager. Tasks include username/login issues, certificate and CFedS identification (ID) card shipping, special order shipping, processing payments and order fulfillment. It also includes emailing students forms, answering new perspective student questions regarding the website/payment, and daily liaison with NSPS counterpart. The main emphasis is technical support for the students on all matters regarding the website.

Program Administration:

Dona Rogers was appointed CFedS Program Manager in March. This is a half time position funder by BLM. Dona has been tasked with developing outreach to Tribes, BIA Department of the Interior Agencies and the land surveyor community as well as handling the inherently governmental functions of the Program. The Program has contracted with TSP for a subject matter expert as the CFedS Program Certification Panel Chairperson (Chairperson) to take care of the day to day administrative support of the Program and respond to technical inquires. With the addition of a half time Program Manager, the Chairperson’s hours were reduced to 24 hrs. per week.

Training Support:

The Program has contracted with TSP for training support. TSP provides a subject matter expert to answer questions concerning the Certification Training, courses quizzes and the CE courses.
TSP Miscellaneous:

ID card and Certificates were printed and distributed to new CFedS: $750.00
National Tribal Lands Association membership fee: $500.00
American Indian Science and Engineering Society: $65.00
Advertising NSPS News and Views: $2,000.00
Total: $3,315.00

Approved by CFedS Program Certification Panel
February 17, 2015

Steve Ackerman
CFedS
Representative

Anthony O’Rourke
Tribal
Representative

James M. (Mike) Hart
CFedS
Representative

Ken Roy
BLM Indian Lands Surveyor
Representative

Glenda Miller
Office of Special Trustee for American Indians Representative

Brenda Schiff
Bureau of Indian Affairs Representative

John Lee
BLM Chief Cadastral Surveyor Representative

Ron Whitehead
National Society of Professional Surveyors Representative

Jan Reibach
Tribal Representative

Submitted By:

Dona Rogers
CFedS Program Manager

Feb 20, 2015

Date
Certified Federal Surveyor Program
Bureau of Land Management
Cadastral Survey
1849 C St. NW. 2134LM, Room 4258
Washington D.C. 20240

Calendar Year 2015 Certified Federal Surveyor (CFedS)
Program Financial Statement

CFedS Program Bank Account Balance Forward From 01/01/15: $116,776.99

Revenue:

- Program Tuition and Fees: $196,690.00

Expenditures:

- Inventory (Training Material): $5,900.02
- Training Solutions Plus, Inc. (TSP) Technical Support: $35,006.40
- TSP Website Maintenance Support: $35,006.40
- NSPS Administration Fee (12% of Revenue): $26,025.19
- TSP Program Administration: $47,280.00
- TSP Training Support: $8,100.00
- Course Development: $6,417.84
- Website Modifications: $2,431.00
- Course 7 Modifications: $0.00
- TSP Miscellaneous: $4,923.42

Total: $171,090.27

CFedS Program Bank Account Balance Forward to 01/01/16: $142,376.72

Revenue:

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1 The Bureau of Land Management (BLM) provided funding for the CFedS Program Manager for approximately 9 months, i.e., approximately $75,000 in-kind.
2 Includes fees for December 2014 paid in 2015, but does not include fees for December 2015 paid in 2016.
Total revenue was under the 2015 budget projection by approximately 12%. This is largely a result of the low number of registration in the last quarter. Revenue from renewals, study guides and continuing education material was slightly above 2015 budget projections.

Expenditures:

**National Society of Professional Surveyors (NSPS) Administration Fee:**
NSPS receives 12% of the revenue generated by the CFedS Program. In return they collect and distribute tuition and fees associated with the CFedS Program, provide a monthly program fund summary, maintain the CFedS Program bank account, host the official CFedS Program website, provide a NSPS representative to the CFedS Certification Panel (Panel), administer the Program’s contract with TSP and pay all credit card fees.

<table>
<thead>
<tr>
<th>NSPS Net Fee vs. Receipts:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Receipts:</td>
<td>$196,690.00</td>
</tr>
<tr>
<td>NSPS 12% Fee:</td>
<td>$23,602.80</td>
</tr>
<tr>
<td>Credit Card Fees:</td>
<td>$6,274.91</td>
</tr>
<tr>
<td>NSPS Net Fee:</td>
<td>$17,327.89 (8.8%)</td>
</tr>
</tbody>
</table>

**Inventory (Training Material):**
TSP purchased:
- 100 Special Boundary Problem DVDs
- 100 Accretions in the Public Land Survey System DVDs
- 100 Avulsions in the Public Land Survey System DVD’s
- 100 Relictions in the Public Land Survey System DVDs
- 500 Exam answer sheets
- 30 Study Guides
- 100 Monumentation and the Corner Record DVDs

**Continuing Education (CE) Course Development:**

Two new CE courses were added in the first quarter of 2015:
- Hillstrom, 180 IBLA 388 (2 credits)
- Delzell, 158 IBLA 238 (1 credit)

Presentations were made at five conferences/workshops in 2015:
- Hillstrom, 180 IBLA 388; North Dakota Society of Professional Land Surveyors, Annual Conference.
- Hillstrom, 180 IBLA 388; Land Surveyors Association of Washington, Annual Conference.
- Tussio, 37 IBLA 135; Professional Land Surveyor of Oregon, Annual Conference.
• Hillstrom, 180 IBLA 388; Idaho Society of Professional land Surveyors, Annual Conference
• An Inside Look at Donation Land Claims; Professional land Surveyors of Wyoming, Fall Technical Session

Website Maintenance Support:

TSP provided maintenance includes site modifications, enhancements, additions, and deletions to content and functionality. In addition, maintenance includes all BLM Indian Lands Surveyors (BILS), BLM State Offices, and Panel updates on the CFedS website. These are a regular occurrence. Also, final examination reports, final examination certification and monitoring of the database so that the interface with authorize.net is under no risk or exposure from harmful threats/attacks; including daily and weekly backups, offsite storage to ensure that all user data is not compromised. In addition, backend programming is provided to enhance speed and efficiency ensuring that the system is compatible with the latest technology.

Technical Support:

TSP provides CFedS Program technical support which consists of phone and web/email support for all trainees, CFedS, BLM, NSPS, and the Acting CFedS Program Manager. Tasks include username/login issues, certificate and CFedS identification (ID) card shipping, special order shipping, processing payments and order fulfillment. It also includes emailing students forms, answering new perspective student questions regarding the website/payment, and daily liaison with NSPS counterpart. The main emphasis is technical support for the students on all matters regarding the website.

Program Administration and Training Support:

Dona Rogers served as the Acting CFedS Program Manager until September. Bob Dahl was the Acting Program Manager for the remainder of the year. The Program has contracted with TSP for a subject matter expert, training support, and as the CFedS Program Certification Panel Chairperson (Chairperson) to take care of the day to day administrative support of the Program, develop new CE, maintain course quizzes, administrate the final examination and respond to technical inquires. The Chairperson averaged about 15 hours per week.

Miscellaneous:

Miscellaneous expenditures included printing ID card and Certificates, National Tribal Lands Association membership fee, 100 CFedS brass caps, travel for the Training Coordinator and shipping.
Approved by CFedS Program Certification Panel January 18, 2016

Steve Ackerman
CFedS
Representative

James M. (Mike) Hart
CFedS
Representative

Glenda Miller
Office of Special Trustee for
American Indians Representative

John Lee
BLM Chief Cadastral Surveyor
Representative

Jan Reibach
Tribal
Representative

Anthony O'Rourke
Tribal
Representative

Ken Roy
BLM Indian Lands Surveyor
Representative

Brenda Schilf
Bureau of Indian Affairs
Representative

Ron Whitehead
National Society of Professional Surveyors
Representative

Submitted By:

[Signature]

Robert W. Dahl
Acting, CFedS Program Manager

February 3, 2016
Date
Certified Federal Surveyor Program
Bureau of Land Management
Cadastral Survey
1849 C St. NW. 2134LM, Room 4258
Washington D.C. 20240

Calendar Year 2016 Certified Federal Surveyor (CFedS)
Program Financial Statement

CFedS Program Bank Account Balance Forward From 01/01/16: $142,376.72

Revenue:
- Program Tuition and Fees: $180,680.00
- Money Market Interest: $67.61

Total Revenue: $180,747.61

Expenditures:
- Inventory (Training Material): $18,506.40
- Training Solutions Plus, Inc. (TSP) Technical Support: $40,840.80
- TSP Website Maintenance Support: $37,923.60
- NSPS Administration Fee (12% of Revenue): $20,268.77
- TSP Program Administration: $38,640.00
- TSP Training Support: $6,540.00
- Course Development: $0.00
- Website Modifications: $8,889.60
- TSP Miscellaneous: $6,771.85

Total Expenditures: $178,381.02

CFedS Program Bank Account Balance Forward to 01/01/17: $79,675.70
Money Market Balance: $65,067.61

CFedS Available Funds, January 1, 2017: $144,743.31

1 Includes fees for December 2015 paid in 2016, but does not include fees for December 2016 paid in 2017.
Revenue:

Total revenue for 2016 was over the budget projection by approximately 3%. We had a few less CE course orders and a few more registrations than projected. Revenue from renewals and study guides was within $100.00 of the budget projection. In mid-November we moved some of our funds into a money market account which earned $67.61 in just under a month and a half.

Expenditures:

Total expenditures for 2016 were nearly 12% below the budget projection. We were significantly over budget for inventory and miscellaneous expenses, but that was more than offset by the saving for Website Modifications as the result of the decision to defer implementation of the new registration process and modification of the CE delivery process.

Inventory (Training Material): (+ $13,000.00)

TSP purchased:
- 50 Hard Drives
- 100 Avulsions in the Public Land Survey System DVD’s
- 100 Relictions in the Public Land Survey System DVDs

Technical Support: (+ $5,840.80)

TSP provides CFedS Program technical support which consists of phone and web/email support for all trainees, CFedS, BLM, NSPS, and the Acting CFedS Program Manager. Tasks include username/login issues, certificate and CFedS identification (ID) card shipping, special order shipping, processing payments and order fulfillment. It also includes emailing students forms, answering new perspective student questions regarding the website/payment, and daily liaison with NSPS counterpart. The main emphasis is technical support for the students on all matters regarding the website.

Website Maintenance Support: (- $76.40)

TSP provided maintenance includes site modifications, enhancements, additions, and deletions to content and functionality. In addition, maintenance includes all BLM Indian Lands Surveyors (BiLS), BLM State Offices, and Panel updates on the CFedS website. These are a regular occurrence. Also, final examination reports, final examination certification and monitoring of the database so that the interface with authorize.net is under no risk or exposure from harmful threats/attacks; including daily and weekly backups, offsite storage to ensure that all user data is not compromised. In addition, backend programming is provided to enhance speed and efficiency ensuring that the system is compatible with the latest technology.
Program Administration and Training Support: (+ $5,180.00)

Bob Dahl was the Program Manager for the majority of the year. He retired in Oct. and was replaced by Janet Wilkins BLMS Cadastral Services Fiduciary Trust Manager. The Program has contracted with TSP for a subject matter expert, training support, and as the CFedS Program Certification Panel Chairperson (Chairperson) to take care of the day to day administrative support of the Program, develop new CE, maintain course quizzes, administrate the final examination and respond to technical inquires. The Chairperson averaged about 15 hours per week.

National Society of Professional Surveyors (NSPS) Administration Fee: (+ $268.77)

NSPS receives 12% of the revenue generated by the CFedS Program. In return they collect and distribute tuition and fees associated with the CFedS Program, provide a monthly program fund summary, maintain the CFedS Program bank account, host the official CFedS Program website, provide a NSPS representative to the CFedS Certification Panel (Panel), administer the Program’s contract with TSP and pay all credit card fees. After deducting credit card fees, NSPS received about 9% of the total Program receipts.

Continuing Education (CE) Course Development: (0)

Three new CE courses were added in 2016:

- William D. Brown (1 credit)
- The Landslide Report (2 credit)
- Specifications for Descriptions of Land (1 credit)

The cost for developing these courses is included within the expenditures for Training Support and Technical Support.

We made no presentations at conferences in 2016, however we have three presentation planned for early 2017.

Website Modifications: (- $51,110.40)

Website modifications necessary to make all training material available to download from our server and the restructuring of our registrations process was deferred.

Miscellaneous: (+ $2,771.85)

We exceeded the budget for miscellaneous expenses due to the trip to Washington D.C to meet with NSPS, which was approved by the Panel.

Steve Ackerman
CFedS
Representative

James M. (Mike) Hart
CFedS
Representative

Glenda Miller
Office of Special Trustee for American Indians Representative

John Lee
BLM Chief Cadastral Surveyor Representative

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Ken Roy
BLM Indian Lands Surveyor Representative

Brenda Schilf
Bureau of Indian Affairs Representative

Ron Whitehead
National Society of Professional Surveyors Representative

Submitted By:

Janet Wilkins
CFedS Program Manager

Jan 30, 2017
Date