
Bowling Green State University

WOOD COUNTY

AGREED-UPON PROCEDURES

FOR THE YEAR ENDED JUNE 30, 2022



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Board of Trustees
Bowling Green State University NCAA Report
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We have reviewed the *Independent Accountants' Report on Applying Agreed-Upon Procedures* of the Bowling Green State University NCAA Report, Wood County, prepared by Plante & Moran, PLLC, for the period July 1, 2021 through June 30, 2022. Based upon this review, we have accepted this report in lieu of the audit required by Section 117.11, Revised Code.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Bowling Green State University is responsible for compliance with these laws and regulations.

A handwritten signature in black ink that reads "Keith Faber".

Keith Faber
Auditor of State
Columbus, Ohio

November 14, 2022

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Independent Accountant's Report on Applying Agreed-upon Procedures

To Rodney Rogers, Ph.D.
Bowling Green State University

We have performed the procedures enumerated below on Bowling Green State University's (the "Institution") Intercollegiate Athletics Program Statement of Revenues and Expenses (the "Statement") under National Collegiate Athletic Association (NCAA) Bylaw 3.2.4.17 for the year ended June 30, 2022. The Institution's management is responsible for the Institution's Intercollegiate Athletics Program Statement of Revenues and Expenses under NCAA Bylaw 3.2.4.17.

The Institution has agreed to the procedures performed and acknowledged that they are appropriate to meet the intended purpose of performing testing on certain intercollegiate athletics activity. Additionally, the required agreed-upon procedures are prescribed by the NCAA annually through published instructions, which is deemed as acknowledgement that the procedures performed are appropriate for their purposes. The procedures below are specified in the NCAA's 2022 Agreed-Upon Procedures instructions. No other parties have agreed to and acknowledged the appropriateness of the procedures. This report may not be suitable for any other purpose. The procedures performed may not address all items of interest to a user of this report and may not meet the needs of all users of this report; as such, users are responsible for determining whether the procedures performed are appropriate for their purposes. We make no representation regarding the sufficiency of these procedures, either for the purpose intended or for any other purpose.

An agreed-upon procedures engagement involves performing specific procedures that the engaging party has agreed to and acknowledged to be appropriate for the intended purpose of the engagement and reporting on findings based on the procedures performed. As agreed to by the Institution, for purposes of performing these procedures, exceptions are reported in accordance with the NCAA's 2022 Agreed-Upon Procedures instructions.

Agreed-upon Procedures Related to the Intercollegiate Athletics Program Statement of Revenues and Expenses

The procedures that we performed and our results are as follows:

Internal Control Structure

A. Related to the Institution's internal control structure:

- 1) We discussed with Jim Elsasser, associate athletic director for internal affairs, and Rodney Rogers, Ph.D., president, to identify areas of significant interest and specific agreed-upon procedures related to both internal controls and other specified areas. The discussion did not identify any areas of significant interest or any other agreed-upon procedures. The discussion concluded on the number of samples for each step included in this report.
- 2) We met with Jim Elsasser, associate athletic director for internal affairs, and inquired about the general control environment over intercollegiate athletic finances, the level of control consciousness in the Institution, the competence of personnel, and the protection of records and equipment. The discussion did not identify any additional areas of significant interest or any other agreed-upon procedures.

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- 3) We obtained the Institution's audited financial statements for the year ended June 30, 2022 and any additional reports regarding internal controls, and any corrective action taken in response to comments concerning the internal control structure.
- 4) We obtained any documentation of the accounting systems and procedures unique to the intercollegiate athletics department.
- 5) Cash disbursements and athletic employee payroll are addressed in connection with the audit of the Institution's financial statements. The ticket sale control environment and accounting systems are (a) unique to intercollegiate athletics and (b) have not been addressed in connection with the audit of the Institution's financial statements. We performed the following procedures:

Procedure: We planned to select one game and test the ticket collection receipting process; however, due to the layout of the general ledger detail, management requested that we select a sample of one ticket sales transaction (instead of an entire game) and test the ticket collection receipting process by comparing the total receipts for the transaction selected to the reconciliation and documentation of the related cash deposit amount with the bank.

Result: We noted no exceptions. The supporting documentation and receipts were agreed to remittance advices or copies of checks and to the deposit amount with the business office, payroll, and bank, respectively.

The ticket cash receipt amount for the transaction was as follows:

<u>Event Date</u>	<u>Sporting Event</u>	<u>Ticket Sales Amount</u>
11/10/2021	Men's Football - Door/Gate Receipt	\$ 30,575

NCAA Reporting

- B. **Procedure:** We obtained the information submitted to the NCAA, including the financial data detailing operating revenues, expenses, and capital related to the Institution's intercollegiate athletics program that was submitted to the NCAA, and agreed the amounts to the Statement included in the agreed-upon procedures for the reporting period.

Result: We noted no discrepancies.

- C. **Procedure for Grants-in-Aid:** We agreed the sports sponsored reported in the NCAA Membership Financial Reporting System to the Calculation of Revenue Distribution Equivalencies Report (CRDE) from Compliance Assistant (CA) or equivalent supporting equivalency calculations from the Institution. The NCAA Membership Financial Reporting System populates the sports from the NCAA Sports Sponsorship and Demographics Form as they are reported by the Institution. We compared current year Grants-in-Aid revenue distribution equivalencies to prior year reported equivalencies per the Membership Financial Report submission. We inquired and documented an explanation for any variance greater than +/- 4% in the results.

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Result: We noted the following variances greater than +/- 4% and noted the explanation provided by Elizabeth LeMaster, director of athletic aid, below. We also noted there were no discrepancies in the sports sponsored between the NCAA Membership Financial Reporting System and the Institution's equivalency calculation.

Grants-in-Aid - Sport:	2021-2022	2020-2021	Change	% Change	Explanation of Variance per Elizabeth LeMaster
	Total	Total			
Men's Basketball	13.02	10.85	2.17	20.00%	Increase in transfer students on the roster lessens the amount of academic money.
Men's Cross Country	0.67	0.46	0.21	45.65%	Additional funding allocated to the sport
Men's Football	72.04	69.06	2.98	4.32%	Increased athletic scholarships per NCAA regulations
Men's Golf	3.59	3.18	0.41	12.89%	Less academic merit money being received
Men's Soccer	8.76	7.50	1.26	16.80%	Enhancement dollars to supplement athletic scholarship budget
Women's Basketball	11.48	13.11	-1.63	-12.43%	More academic merit money being received and smaller team size
Women's Softball	10.77	8.93	1.84	20.60%	Enhancement dollars to supplement athletic scholarship budget
Women's Swimming and Diving	12.41	10.53	1.88	17.85%	Enhancement dollars to supplement athletic scholarship budget
Women's Track and Field	12.40	14.32	-1.92	-13.41%	In 2020-2021, enhancement dollars were used to supplement the budget. Did not use enhancement funds in 2021-2022
Women's Volleyball	9.81	9.26	0.55	5.94%	Less academic merit money per student

D. **Procedure for Sports Sponsorship:** We obtained the Institution's Sports Sponsorship and Demographics Form report for the reporting year. We validated that the countable sports reported by the Institution meet the minimum requirements set forth in Bylaw 20.9.6.3 related to the number of contests and the number of participants in each contest that is counted toward meeting the minimum contest requirement. We compared current year number of sports sponsored to prior year reported total per the Membership Financial Report submission. We inquired and documented an explanation for any variance.

Result: We noted no discrepancies.

E. **Procedure for Pell Grants:** We agreed the total number of Division I student-athletes who, during the academic year, received a Pell Grant award (e.g., Pell Grant recipients on full athletic aid, Pell Grant recipients on partial athletic aid, and Pell Grant recipients with no athletic aid) and the total dollar amount of these Pell Grants reported in the NCAA Membership Financial Reporting System to a report, generated out of the Institution's financial aid records, of all student-athlete Pell Grants. We compared current year Pell Grants total to prior year reported total per the Membership Financial Report submission. We inquired and documented an explanation for any variance greater than +/- 20 grants in the results.

Result: We noted no exceptions. The total Pell Grants in prior and current year were 93 and 92, respectively. The variance in Pell Grants was less than +/- 20; therefore, no inquiry was made.

Notes, Disclosures, and Other Procedures

F. **Athletics-Related Capital Assets and Expenditures Procedure:** We obtained the Institution's policies and procedures for acquiring, approving, depreciating, and disposing of intercollegiate athletics-related assets, as described in Note 2. We obtained a schedule of athletics-related capital expenditures made by athletics, the Institution, and affiliated organizations during the period. We agreed the schedule to the Institution's general ledger. We selected a sample of one transaction to validate existence of the transaction and accuracy of recording and recalculated totals.

Result: We tested the following transaction, noting no exceptions:

<u>Acquisition Date</u>	<u>Amount</u>	<u>Description</u>
5/4/2022	\$36,678	Pendulum hip press and neck massage machine

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Bowling Green State University

- G. **Athletics-Related and Total Institutional Debt Procedure:** We obtained repayment schedules for all outstanding intercollegiate athletics-related debt maintained by the Institution during the reporting period. We recalculated annual maturities (consisting of principal and interest) provided in the schedules obtained and agreed the total annual maturities to supporting documentation and the Institution's general ledger, as applicable. The repayment schedule is disclosed in Note 3. We agreed the total outstanding athletics-related debt and total institutional debt to supporting documentation and the Institution's general ledger.

Result: We noted no exceptions.

- H. **Excess Transfers to Institution and Conference Realignment Expenses Procedure:** We planned to obtain the general ledger detail and compare the total expenses reported for excess transfers to the Institution and conference realignment expenses.

Result: This step is not applicable to Bowling Green State University because there were no expenses reported for excess transfers to the Institution for the NCAA in the current year.

- I. **Procedure:** Changes in loan, endowment, or plant funds related to intercollegiate athletics shall not be included in the Statement.

1) We obtained and disclosed significant additions to restricted funds related to intercollegiate athletics, as well as significant changes to endowment and plant funds. Significant is defined as exceeding 10 percent of total contributions.

2) We obtained and disclosed the value of endowments at the fiscal year-end that are dedicated to the sole support of athletics. We agreed the fair market value of the schedules to supporting documentation and the general ledger. We agreed the total fair market value of athletics dedicated endowments and Institutional endowments to supporting documentation and the Institution's general ledger.

3) We obtained and disclosed the value of all pledges at the fiscal year-end that support athletics.

4) We obtained and disclosed the athletics department fiscal year-end fund balance.

Result: We disclosed all items in Notes 1 and 4. We obtained the information from Bowling Green State University Foundation, Inc. with detailed supporting schedules.

Intercollegiate Athletics Program Statement of Revenues and Expenses

- J. **Procedure:** We obtained the Statement for the reporting period, prepared by management, and agreed all amounts back to the Institution's general ledger.

Result: We noted no exceptions.

- K. **Procedure:** We agreed each revenue and expense amount from the Statement to prior year amounts and budget estimates. We compared each revenue and expense account over 10% of total revenues and expenses, respectively, to prior period amounts and budget estimates. We obtained and documented any variations exceeding 10% of total revenues or expenses.

Result: See Appendix A.

Revenues

- L. **Procedure:** We agreed each revenue category reported in the Statement during the reporting period to supporting schedules provided by the Institution.

Result: The supporting schedules provided by the Institution agreed to the Statement without exception.

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We performed the following procedures for the indicated revenue category unless the specific category is less than 4% of total revenues:

- 1) **Ticket Sales Procedure:** We agreed tickets sold during a single transaction and tested the ticket collection receipting process by comparing the total receipts for the transaction selected to the reconciliation and documentation of the related cash deposit amount with the bank.

Result: We noted a difference of \$795 in the total deposit for the ticket sales compared to the deposit per the bank and balance recorded in the system.

Event Date	Sporting Event	Ticket Sales Amount
November 10, 2021	Men's Football - Door/Gate Receipt	\$ 30,575

- 2) **Student Fees Procedure:** We compared and agreed student fees reported by the Institution in the Statement for the reporting period to student enrollments during the same reporting period. We obtained documentation of the Institution's methodology for allocating student fees to intercollegiate athletics programs and recalculated totals. We recalculated the total student fees counted as generated revenues and agreed the calculation to supporting documentation.

Result: We obtained board-approved allocation of student fees among various institution activities, including athletics. The budgeted allocation of student-approved fees that related to athletics was 55.79 percent. We recalculated the percentage and funds provided to athletics to actual and agreed balances reported. We noted the budgeted allocation to the actual allocation had no difference in the percentage allocated. The budgeted amount for student fees approved by the Institution was \$13,335,182. The actual variance between budget and collections was \$1,536,388 more than budget. The difference is absorbed each year by the Institution. In the current year, the Statement reflects the budgeted amount.

- 3) **Direct Institutional Support Procedure:** We agreed the direct institutional support recorded by the Institution during the reporting period with the institutional supporting budget transfers documentation and other corroborative supporting documentation and recalculated totals.

Result: Direct institutional support was less than 4% of total revenues, so additional procedures were not performed.

- 4) **Guarantees Procedure:** We selected a sample of five contracts for away games during the reporting period and agreed each selection to the Institution's general ledger. We selected a sample of five contractual agreements pertaining to revenues derived from guaranteed contests during the reporting period and agreed each selection to the Institution's general ledger. We also recalculated totals

Result: We selected the following games/agreements:

Event Date	Sporting Event	Guarantee Amount
September 2, 2021	Men's Football - University of Tennessee	\$ 1,550,000
September 25, 2021	Men's Football - University of Minnesota	1,450,000
October 2, 2021	Men's Hockey - University of Michigan	5,000
December 1, 2021	Men's Basketball - University of Duquesne	65,000
February 26 and 27, 2022	Other Sports - University of Austin Paey	7,000

- 5) **Contributions Procedure:** We obtained supporting documentation for each contribution of moneys, goods, or services received directly by an intercollegiate athletics program from any affiliated or outside organization, agency or group of individuals that constitutes 10 percent or more of all contributions received for intercollegiate athletics during the reporting periods. We disclosed the source and dollar value of these contributions in the report.

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Result: We agreed total contributions greater than 10 percent to the contribution disbursement reports provided to athletics and verified they were properly recorded. See Note 1 for contributions over 10 percent.

- 6) **In-Kind Procedure:** We obtained a schedule of all in-kind donations and agreed to the amount recorded on the above revenue supporting schedules and recalculated totals.

Result: In-kind donations were less than 4% of total revenues, so additional procedures were not performed.

- 7) **Compensation and Benefits Provided by a Third Party Procedure:** We obtained the summary of revenues (the "Summary") from affiliated and outside organizations as of the end of the reporting period from the Institution. We selected a sample of one fund from the Summary and agreed the selection to supporting documentation, the Institution's general ledger and/or the Summary. We also recalculated totals. If the third party was audited by independent auditors, we obtained the related independent auditor's report.

Result: Compensation and benefits provided by a third party were less than 4% of total revenues, so additional procedures were not performed.

- 8) **Media Rights Procedure:** We obtained and inspected all agreements related to the Institution's participation in revenues from broadcast, television, radio, and internet rights. We agreed related revenues to the Institution's general ledger and/or the Statement. We recalculated totals.

Result: Media rights were less than 4% of total revenues, so additional procedures were not performed.

- 9) **NCAA Distributions Procedure:** We agreed the amounts recorded in the revenue and expense reporting to general ledger detail for NCAA distributions and selected a sample of one to agree to other corroborative supporting documents and recalculated totals.

<u>Date</u>	<u>Program</u>	<u>Distribution Amount</u>
May 19, 2022	NCAA Grants-in-Aid distribution	\$ 736,536

Result: We noted no exceptions. We agreed the above distribution to payment detail and traced the deposits to bank statements. The procedure was performed without exception.

- 10) **Conference Distributions and Conference Distributions of Football Bowl Generated Revenue Procedure:** We obtained and inspected all agreements related to the Institution's conference distributions and participation in revenues from tournaments during the reporting period for the relevant terms and conditions. We compared the related revenues to the Institution's general ledger and the Statement and recalculated totals.

<u>Date</u>	<u>Program</u>	<u>Distribution Amount</u>
June 29, 2022	MAC/CCHA annual distribution	\$ 1,612,000

Result: We noted no exceptions. We agreed the above distribution to payment detail and traced the deposits to bank statements. The procedure was performed without exception.

- 11) **Program Sales, Concessions, Novelty Sales and Parking Procedure:** We agreed related revenues to the Institution's general ledger detail of program sales, concessions, novelty sales and parking as well as other corroborative supporting documents and recalculated totals.

Result: Program sales, concessions, novelty sales and parking were less than 4% of total revenues, so additional procedures were not performed.

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- 12) **Royalties, Licensing, Advertisements and Sponsorships Procedure:** We obtained and inspected a sample of one agreement related to the Institution's participation in revenues from royalties, licensing, advertisements and sponsorships during the reporting period for the relevant terms and conditions. We agreed the related revenues to the Institution's general ledger and/or the Statement. We recalculated totals.

Result: Royalties, licensing, advertisements and sponsorships were less than 4% of total revenues, so additional procedures were not performed.

- 13) **Sports Camp Revenues Procedure:** We inspected a sample of one sports camp contract between the Institution and person conducting institutional sports camps or clinics during the reporting period to obtain documentation of the Institution's methodology for recording revenues from sports camps. We obtained schedules of camp participants. We selected a sample of one individual camp participant cash receipts from the schedule of sports camp participants and agreed the selection to the Institution's general ledger and/or the Statement and recalculated totals.

Result: Sports camp revenues were less than 4% of total revenues, so additional procedures were not performed.

- 14) **Athletics Restricted Endowment and Investment Income Procedure:** We obtained and inspected a sample of one endowment agreement for relevant terms and conditions. We agreed the classification and use of endowment and investment income reported in the Statement during the reporting period to the uses of income defined within the related endowment agreement. We recalculated totals.

Result: Athletics restricted endowment and investment income were less than 4% of total revenues, so additional procedures were not performed.

- 15) **Football Bowl Revenues Procedure:** We obtained and inspected agreements related to the Institution's revenues from post-season football bowl participation. We agreed the related revenues to the Institution's general ledger and/or the Statement and recalculated totals.

Result: Football bowl revenues were less than 4% of total revenues, so additional procedures were not performed.

- 16) **Other Revenues Procedure:** We agreed other revenue categories to the Institution's general ledger and/or the Statement and recalculated totals.

Result: Other revenues were less than 4% of total revenues, so additional procedures were not performed.

Expenses

- M. **Procedure:** We agreed each expense category reported in the Statement during the reporting period to supporting schedules provided by the Institution.

Result: The supporting schedules provided by the Institution agreed to the Statement without exception.

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We performed the following procedures for the indicated expense category unless the specific category is less than 4% of total expenses:

- 1) **Athletic Student Aid Procedures:** We selected a sample of 60 students from the listing of institutional student aid recipients during the reporting period (no less than 10% of the total student-athletes for institutions who have used the NCAA's CA software to prepare athletic aid detail, with a maximum sample size of 40, and no less than 20% of total student-athletes for institutions who have not, with a maximum sample size of 60).
 - a. We obtained individual student account detail for each selection and agreed total aid in the Institution's student system to student detail in the institution report that ties directly to the NCAA Membership Financial Reporting System.
 - b. We performed a check of each student selected to ensure that their information was reported accurately and entered directly into the NCAA Membership Financial Reporting System using the following criteria:
 - i. The equivalency value for each student-athlete in all sports, including head-count sports, needs to be converted to a full-time equivalency value. The full-time equivalency value is calculated using the athletic grant amount reported on the Calculation of Revenue Distribution Equivalencies Report from CA as the numerator and the full grant amount which is the total cost for tuition, fees, books, room and board for an academic year as the denominator. If using the NCAA CA software, this equivalency value should already be calculated on the CRDE report labeled "Revenue Distribution Equivalent Award."
 - ii. Grants-in-aid is calculated by using the revenue distribution equivalencies by sport and in aggregate. (Athletic grant amount divided by the full grant amount.)
 - iii. Other expenses related to attendance (also known as cost of attendance) (e.g., stipend) should not be included in grants-in-aid revenue distribution equivalencies. Only tuition, fees, room, board, and course-related books are countable for grants-in-aid revenue distribution per Bylaw 20.02.7.
 - iv. Full grant amount should be entered as a full year of tuition, not a semester or quarter.
 - v. Student-athletes are to be counted once, regardless of multiple sport participation, and should not receive a revenue distribution equivalency greater than 1.00.
 - vi. Athletics grants are valid for revenue distribution purposes only in sports in which the NCAA conducts championships competition, emerging sports for women and football bowl subdivision football.
 - vii. Grants-in-aid are valid for revenue distribution purposes in NCAA sports that do not meet the minimum contests and participants' requirements of Bylaw 20.9.6.3.
 - viii. Institutions providing grants to student-athletes listed on the CRDE as "Exhausted Eligibility (fifth-year)" or "Medical" receive credit in the grants-in-aid component.
 - ix. The athletics aid equivalency cannot exceed maximum equivalency limits. However, the total revenue distribution equivalency can exceed maximum equivalency limits due to exhausted eligibility and medical equivalencies (reference Bylaw 15.5.3.1).
 - x. If a sport is discontinued and the athletic grant(s) are still being honored by the Institution, the grant(s) are included in student-athlete aid for revenue distribution purposes.
 - xi. All equivalency calculations should be rounded to two decimal places.

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- xii. If a selected student received a Pell Grant, ensure that the value of the grant is not included in the calculation of equivalencies or the total dollar amount of student athletic aid expense for the Institution.
 - xiii. If a selected student received a Pell Grant, ensure that the student's grant was included in the total number and total value of Pell Grants reported for revenue distribution purposes in the NCAA Membership Financial Reporting System.
- c. We recalculated totals for each sport and overall.

Result: We noted no errors in the testing of individual students.

In comparing of the total amount of student aid for all sports to the NCAA Membership Financial Reporting System (MFRS), there was a variance of less than \$2,500 to the amount of student financial aid of \$6,985,795 included in the Statement. We discussed with management and noted the amount of aid on the MFRS is the maximum aid the student can receive. When the aid is entered into the student account, it is the actual amount of aid that the student received. Variance can be due to total book expenditures by a student exceeding award, changes in meal plans, or other minor differences.

Of the 60 students selected for testing below, 10 received Pell Grants. We traced their Pell Grants awarded from the student financial aid detail to inclusion in the total number and total value of Pell Grants reported in JumpForward. All procedures were performed without exception.

The student accounts tested are summarized below:

Student Tested	Amount Disbursed	Student Tested	Amount Disbursed	Student Tested	Amount Disbursed	Student Tested	Amount Disbursed
1	\$ 28,846	16	\$ 25,302	31	\$ 17,200	46	\$ 29,820
2	29,140	17	33,300	32	29,290	47	38,010
3	5,500	18	11,468	33	16,000	48	17,000
4	10,000	19	29,300	34	29,708	49	29,820
5	21,000	20	29,290	35	29,708	50	24,938
6	34,908	21	21,302	36	29,820	51	29,914
7	28,908	22	21,832	37	6,000	52	16,463
8	21,982	23	21,302	38	8,000	53	32,926
9	21,832	24	19,812	39	6,000	54	30,236
10	16,000	25	37,290	40	10,693	55	27,098
11	16,000	26	16,500	41	4,000	56	17,200
12	14,814	27	14,500	42	10,000	57	15,581
13	14,000	28	21,832	43	9,000	58	13,902
14	7,000	29	35,708	44	26,022	59	12,000
15	25,812	30	21,832	45	24,000	60	29,300

- 2) **Guarantees Procedure:** We obtained and inspected all away-game settlement reports received by the Institution during the reporting period and agreed related expenses to the Institution's general ledger and/or the Statement. We obtained and inspected all contractual agreements pertaining to expenses recorded by the Institution from guaranteed contests during the reporting period. We agreed related amounts expensed by the Institution during the reporting period to the Institution's general ledger and/or the Statement. We also recalculated totals.

Result: Guarantees were less than 4% of total expenses, so additional procedures were not performed.

- 3) **Coaching Salaries, Benefits, and Bonuses Paid by the Institution and Related Entities Procedure:** We obtained and inspected a listing of coaches employed by the Institution and related entities during the reporting period. We selected a sample of five coaches' contracts that includes football and men's and women's basketball from the above listing. We agreed the financial terms and conditions of each selection to the related coaching salaries, benefits, and bonuses recorded by the Institution and related entities in the Statement during the reporting period. We obtained and inspected payroll summary registers for each selection. We agreed related payroll summary registers to the related coaching salaries, benefits, and bonuses paid by the Institution and related entities expense recorded by the Institution in the Statement during the reporting period and recalculated totals. We agreed the totals recorded to any employment contracts executed for the sample selected.

Result: We selected five coaches' contracts that included football, men's basketball, hockey, women's basketball, and women's volleyball. We agreed yearly salary, bonuses and benefits recorded by the Institution to payroll registers. We noted no exceptions.

- 4) **Coaching Other Compensation and Benefits Paid by a Third Party Procedure:** We obtained and inspected a listing of coaches employed by third parties during the reporting period. We selected a sample of two coaches employed by third parties during the reporting period that must include football, and men's and women's basketball. We agreed the financial terms and conditions of each selection to the related coaching other compensation and benefits paid by a third party and recorded by the Institution in the Statement during the reporting period. We obtained and inspected payroll summary registers for each selection. We agreed related payroll summary registers to the coaching other compensation and benefits paid by a third party expenses recorded by the Institution in the Statement during the reporting period. We also recalculated totals.

Result: Coaching other compensation and benefits paid by a third party were less than 4% of total expenses, so additional procedures were not performed.

- 5) **Support Staff/Administrative Salaries, Benefits and Bonuses Paid by the Institution and Related Entities Procedure:** We selected a sample of five support staff/administrative personnel employed by the Institution and related entities during the reporting period. We obtained and inspected payroll summary registers for each selection. We agreed related payroll summary registers to the related support staff/administrative salaries, benefits and bonuses paid by the Institution and related entities expense recorded by the Institution in the Statement during the reporting period. We also recalculated totals.

Result: We selected five support staff/administrative personnel employed by the Institution who are non-program specific. We agreed yearly salary, bonuses and benefits recorded by the Institution to payroll registers. We noted no exceptions.

- 6) **Severance Payments Procedure:** We selected a sample of two employees receiving severance payments by the Institution during the reporting period and agreed each severance payment to the related termination letter or employment contract and recalculated totals

Result: Severance payments were less than 4% of total expenses, so additional procedures were not performed.

- 7) **Recruiting Procedure:** We obtained documentation of the Institution's recruiting expense policies. We agreed to existing institutional- and NCAA-related policies. We obtained general ledger detail and agreed to the total expenses reported. We recalculated totals.

Result: Recruiting was less than 4% of total expenses, so additional procedures were not performed.

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- 8) **Team Travel Procedure:** We obtained documentation of the Institution's team travel policies. We agreed to existing institutional- and NCAA-related policies. We obtained general ledger detail and agreed to the total expenses reported. We recalculated totals.

Result: We noted no exceptions.

- 9) **Equipment, Uniforms and Supplies Procedure:** We obtained general ledger detail and agreed to the total expenses reported. We selected a sample of one transaction and agreed to supporting documentation. We recalculated totals.

Result: We selected one transaction. We agreed the total expense reported to the invoice, and proper payment was made. We noted no exceptions.

- 10) **Game Expenses Procedure:** We obtained general ledger detail and agreed to the total expenses reported. We selected a sample of one transaction and agreed to supporting documentation. We recalculated totals.

Result: Game expenses were less than 4% of total expenses, so additional procedures were not performed.

- 11) **Fund Raising, Marketing and Promotion Procedure:** We obtained general ledger detail and agreed to the total expenses reported. We selected a sample of one transaction and agreed to supporting documentation. We recalculated totals.

Result: Fund raising, marketing and promotion were less than 4% of total expenses, so additional procedures were not performed.

- 12) **Sports Camp Expenses Procedure:** We obtained general ledger detail and agreed to the total expenses reported. We selected a sample of one transaction and agreed to supporting documentation. We recalculated totals.

Result: Sports camp expenses were less than 4% of total expenses, so additional procedures were not performed.

- 13) **Athletic Facility Debt Service, Leases and Rental Fees Procedure:** We obtained a listing of debt service schedules, lease payments and rental fees for athletics facilities for the reporting year. We selected a sample of one facility payment including the top two highest facility payments to additional supporting documentation (e.g., debt financing agreements, leases, rental agreements). We agreed amounts recorded to amounts listed in the general ledger detail and recalculated totals

Result: Athletic facility debt service, leases and rental fees were less than 4% of total expenses, so additional procedures were not performed.

- 14) **Direct Overhead and Administrative Expenses Procedure:** We obtained general ledger detail and agreed to the total expenses reported. We selected a sample of one transaction and agreed to supporting documentation. We recalculated totals.

Result: Direct overhead and administrative expenses were less than 4% of total expenses, so additional procedures were not performed.

- 15) **Indirect Institutional Support Procedure:** We tested this with the revenue section - Indirect Institutional Support.

- 16) **Medical Expenses and Medical Insurance Procedure:** We obtained general ledger detail and agreed to the total expenses reported. We agreed a sample of one transaction and agreed to supporting documentation. We recalculated totals.

To Rodney Rogers, Ph.D.
Bowling Green State University

Result: Medical expenses and medical insurance were less than 4% of total expenses, so additional procedures were not performed.

- 17) **Memberships and Dues Procedure:** We obtained general ledger detail and agreed to the total expenses reported. We selected a sample of one transaction and agreed to supporting documentation. We recalculated totals.

Result: Memberships and dues were less than 4% of total expenses, so additional procedures were not performed.

- 18) **Student-Athlete Meals (non-travel) Procedure:** We obtained general ledger detail and agreed to the total expenses reported. We selected a sample of one transaction and agreed to supporting documentation. We recalculated totals.

Result: Student-athlete meals (non-travel) were less than 4% of total expenses, so additional procedures were not performed.

- 19) **Football Bowl Expenses Procedure:** We obtained general ledger detail and agreed to the total expenses reported. We selected a sample of one transaction and agreed to supporting documentation. We recalculated totals.

Result: Football bowl expenses were less than 4% of total expenses, so additional procedures were not performed.

- 20) **Other Operating Expenses and Transfers to Institution Procedure:** We obtained general ledger detail and compared to the total expenses reported. We selected a sample of one transaction to validate existence of transaction and accuracy of recording and recalculated totals.

Result: We obtained detail of one transaction for other operating expenses and transfers to institution procedure. Agreed invoice, receipt of goods and payment to general ledger reporting and expense classification and correct period dating. We noted no exceptions.

Related to Affiliated and Outside Organizations not Under the Institution's Accounting Control

N. In preparation for our procedures related to the Institution's affiliated and outside organizations we:

- 1) Obtained from management a list of any affiliated and outside organizations that meet any of the following criteria:
 - i. Booster organizations established by or on behalf of an intercollegiate athletics program
 - ii. Independent or affiliated foundations or other organizations that have as a principal, or one of their principal purposes, the generating or maintaining of grants-in-aid or scholarships funds, gifts, endowments, or other moneys, goods or services to be used primarily by the intercollegiate athletics program
 - iii. Alumni organizations that have as a principal, or one of their principal purposes, the generating of moneys, goods or services for or on behalf of an intercollegiate athletics program and that contribute moneys, goods or services directly to an intercollegiate athletics program, booster group, or independent or affiliated foundation as previously noted.
- 2) We obtained and inspected audited financial statements of the organization and any additional reports regarding internal controls and any corrective action taken in response to comments concerning the control environment that were provided to us by management.

Result: We noted the only affiliated organization was Bowling Green State University Foundation, Inc. We obtained and inspected the audited financial statements of Bowling Green State University Foundation, Inc. and the management letter as a result of its June 30, 2022 audit.

To Rodney Rogers, Ph.D.
Bowling Green State University

- O. **Procedure:** For expenses on or on behalf of intercollegiate athletics programs by affiliated and outside organizations not under the Institution's accounting control, we requested each organization's financial statements for the reporting period.

Result: There were no expenses on behalf of intercollegiate athletics programs by affiliated and outside organizations not under the Institution's accounting control. No additional procedures were performed.

We were engaged by the Institution to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants (AICPA). We were not engaged to, and did not, conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Institution's Intercollegiate Athletics Program Statement of Revenues and Expenses under National Collegiate Athletic Association (NCAA) Bylaw 3.2.4.17. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Institution and to meet our other ethical responsibilities in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of Bowling Green State University's management and the National Collegiate Athletic Association and is not intended to be and should not be used by anyone other than those specified parties.

Plante & Moran, PLLC

Toledo, Ohio
October 12, 2022

Bowling Green State University

Intercollegiate Athletics Program Statement of Revenues and Expenses

Year Ended June 30, 2022

Revenues	Men's Football	Men's Basketball	Men's Hockey	Other Sports	Non-Program Specific	Total
Ticket Sales	\$ 647,541	\$ 157,674	\$ 268,028	\$ 104,364	\$ 23,700	\$ 1,201,307
Student Fees	-	-	-	-	13,335,180	13,335,180
Direct Institutional Support	-	-	-	-	425,000	425,000
Guarantees	3,000,000	65,000	25,000	45,000	-	3,135,000
Contributions	198,947	667,798	34,059	594,138	1,385,371	2,880,313
NCAA Distributions	-	-	-	38,937	1,566,716	1,605,653
Conference Distributions (Non Media and Non Football Bowl)	-	189,910	36,400	13,276	1,614,480	1,854,066
Program Sales, Concessions, Novelty Sales and Parking	54,395	-	7,081	28,670	59,319	149,465
Royalties, Licensing, Advertisements and Sponsorships	-	-	-	-	677,727	677,727
Sports Camp Revenues	-	-	-	10,200	23,793	33,993
Other Revenue	7,107	60,000	525	84,754	123,878	276,264
Total Revenues	3,907,990	1,140,382	371,093	919,339	19,235,164	25,573,968
Expenses						
Athletic Student Aid	2,377,270	459,566	627,071	3,468,768	53,121	6,985,796
Guarantees	500,000	60,000	-	2,500	-	562,500
Coaching Salaries, Benefits and Bonuses Paid by the Institution and Related Entities	1,925,628	987,715	608,133	2,550,856	10,555	6,082,887
Support Staff/Administrative Salaries, Benefits and Bonuses Paid by the Institution and Related Entities	503,439	100,904	51,748	90,391	3,207,166	3,953,648
Recruiting	257,938	132,299	36,706	130,176	1,363	558,482
Team Travel	437,810	313,313	203,102	1,055,227	7,788	2,017,240
Equipment, Uniforms and Supplies	323,915	87,434	173,770	402,169	174,230	1,161,518
Game Expenses	127,906	120,048	34,237	175,941	57,375	515,507
Severance Payment	-	-	-	-	-	-
Fund Raising, Marketing and Promotion	-	-	-	-	59,037	59,037
Sports Camp Expenses	-	-	-	-	2,855	2,855
Athletic Facility Debt Service, Leases and Rental Fees	21,359	784	96,779	40,502	19,069	178,493
Medical Expenses and Medical Insurance	-	2,309	-	450	335,927	338,686
Memberships and Dues	75	-	42,607	2,259	314,865	359,806
Student-Athlete Meals (non-travel)	236,353	45,492	44,202	127,234	12,825	466,106
Other Operating Expenses and Transfers to Institution	335,931	122,286	70,016	255,619	1,327,361	2,111,213
Total Expenses	7,047,624	2,432,150	1,988,371	8,302,092	5,583,537	25,353,774
Excess of Revenues (Under) Over Expenses	\$ (3,139,634)	\$ (1,291,768)	\$ (1,617,278)	\$ (7,382,753)	\$ 13,651,627	\$ 220,194

See notes to Intercollegiate Athletics Program Statement of Revenues and Expenses.

Notes to Intercollegiate Athletics Program
Statement of Revenues and Expenses

Year Ended June 30, 2022**Note 1 - Contributions**

Individual contributions of moneys, goods, or services received directly by the Institution's intercollegiate athletics program from any affiliated or outside organization, agency, or individuals (e.g., contributions by corporate sponsors) that constitute 10 percent or more of all contributions used for intercollegiate athletics during the year ended June 30, 2022 are as follows:

Source of Funds, Goods, and Services	Amount
Falcon Club Scholarship & Success Fund	\$ 875,000
Frack Foundation Salary Fund	\$ 337,423
Frack Foundation Operating Fund	\$ 330,375

Note 2 - Intercollegiate Athletics-Related Assets

Property and equipment are recorded at cost or, if donated, the fair value at the time of donation. Expense for maintenance and repairs is charged to current expense as incurred. Depreciation is computed using the straight-line method. No depreciation is recorded on land. Expenses for major renewals and betterments that extend the useful lives of the assets are capitalized. Estimated service lives range from 4 to 10 years depending on class.

The current year capitalized additions and deletions to facilities during the year ended June 30, 2022 are as follows:

	Additions	Deletions
Machinery and equipment	\$ 66,778	\$ 37,366
Cost - Athletics facilities	66,778	37,366
Accumulated depreciation	-	(32,196)
Book value - Athletics facilities	<u>\$ 66,778</u>	<u>\$ 5,170</u>
Book value - Other institution facilities	<u>\$ 18,564,458</u>	<u>\$ 602,032</u>

**Notes to Intercollegiate Athletics Program
Statement of Revenues and Expenses**

Year Ended June 30, 2022

Note 2 - Intercollegiate Athletics-Related Assets (Continued)

The total estimated book values of property, plant, and equipment, net of depreciation, of the Institution as of June 30, 2022 are as follows:

Machinery and equipment	\$ 1,003,559
Furniture	123,105
Computer and software	131,027
Vehicles	<u>23,758</u>
Cost - Athletics facilities	1,281,449
Accumulated depreciation	<u>(968,987)</u>
Book value - Athletics facilities	<u>\$ 312,462</u>
Book value - Other institution facilities	<u>\$ 570,481,776</u>

Note 3 - Intercollegiate Athletics-Related Debt

The annual debt service and debt outstanding for the Institution as of June 30, 2022 are as follows:

	Annual Debt Service Principal	Debt Outstanding - Principal
Athletically related facilities \$	-	\$ -
Total institution facilities	5,620,000	255,990,000

There was no intercollegiate athletics debt outstanding for the year ended June 30, 2022, as it was paid in full during the fiscal year ended June 30, 2015.

Note 4 - Restricted and Endowment and Plant Funds

During the year, the Institution had no significant changes in the loan, endowment, or plant funds related to intercollegiate athletics.

Year Ended June 30, 2022

	2021-2022 Actual	2020-2021 Actual	\$ Change	Explanation Provided by Intercollegiate Athletics Senior Fiscal Manager
Revenues				
Game Guarantees	\$ 3,135,000	\$ 303,745	\$ 2,831,255	Game guarantees were down in the 2020-2021 year due to limited activities due to COVID-19.
Contributions	\$ 2,880,313	\$ 2,240,951	\$ 639,362	Contributions increased from prior year due to less activity in the prior year due to COVID-19.

	2021-2022 Actual	2020-2021 Actual	\$ Change	Explanation Provided by Intercollegiate Athletics Senior Fiscal Manager
Expenditures				
Coaches Salaries	\$ 6,082,887	\$ 5,498,611	\$ 584,276	Due to COVID-19 in the 2020-2021 year, athletics implemented a mandatory 18-day furlough to reduce expenses.
Other Salaries	\$ 3,953,648	\$ 3,586,069	\$ 367,579	Due to COVID-19 in the 2020-2021 year, athletics implemented a mandatory 18-day furlough to reduce expenses.

	2021-2022 Actual	Budget	\$ Change	Explanation Provided by Intercollegiate Athletics Senior Fiscal Manager
Revenues				
Men's Football	\$ 3,907,990	\$ 1,445,000	\$ 2,462,990	Due to COVID-19, athletics budgeted football revenue to be lower for the 2021-2022 year due to the risk of low attendance and canceled games.

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OHIO AUDITOR OF STATE KEITH FABER



**BOWLING GREEN STATE UNIVERSITY - NATIONAL COLLEGIATE ATHLETICS ASSOCIATION
AGREED-UPON PROCEDURES**

WOOD COUNTY

AUDITOR OF STATE OF OHIO CERTIFICATION

This is a true and correct copy of the report, which is required to be filed pursuant to Section 117.26, Revised Code, and which is filed in the Office of the Ohio Auditor of State in Columbus, Ohio.



Certified for Release 11/29/2022

88 East Broad Street, Columbus, Ohio 43215
Phone: 614-466-4514 or 800-282-0370

This report is a matter of public record and is available online at
www.ohioauditor.gov