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# Bowling Green State University

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**Agreed-upon Procedures Report**

**June 30, 2023**



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We have reviewed the *Independent Accountant's 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, 2022 through June 30, 2023. 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. 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

December 12, 2023

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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 20.2.4.17 for the year ended June 30, 2023. The Institution's management is responsible for the Institution's Intercollegiate Athletics Program Statement of Revenues and Expenses under NCAA Bylaw 20.2.4.17.

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 acknowledgment that the procedures performed are appropriate for its purposes. The procedures below are specified in the NCAA's 2023 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 the purpose of performing these procedures, exceptions are reported in accordance with the NCAA's 2023 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, senior associate athletic director for internal affairs, and Rodney Rogers, Ph.D., president, identification of 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.

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- 2) We met with Jim Elsasser, senior 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.
- 3) We obtained the audited financial statements for the year ended June 30, 2023 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>
9/27/2022	Hockey - Ticket Sales-Season	\$ 4,350

### **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 between May and August. 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.



**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.

	2022-2023	2021-2022	Change	% Change	Explanation of Variance per Elizabeth LeMaster
	Total	Total			
Grants-in-Aid - Sport:					
Men's Baseball	8.46	9.62	-1.16	-12.06%	Increase in academic scholarship aid caused less funding available to athletics
Men's Basketball	11.27	13.02	-1.75	-13.44%	Decrease in scholarships awarded; prior year was higher due to COVID-19
Men's Cross Country	0.36	0.67	-0.31	-46.27%	Decrease in available funding
Men's Golf	2.72	3.59	-0.87	-24.23%	Decrease in scholarships awarded; prior year was higher due to COVID-19
Men's Ice Hockey	16.88	18.06	-1.18	-6.53%	Increase in academic scholarship aid caused less funding available to athletics
Men's Soccer	7.90	8.76	-0.86	-9.82%	Decrease in scholarships awarded; prior year was higher due to enhancement funding to supplement scholarships (did not use in 2022-2023)
Women's Golf	4.97	4.65	0.32	6.88%	Increase in scholarships awarded and members on the team
Women's Softball	9.14	10.77	-1.63	-15.13%	Decrease in scholarships awarded and members on the team due to coaching transition
Women's Swimming and Diving	11.70	12.41	-0.71	-5.72%	Decrease in academic scholarships; still within budget and NCAA limits
Women's Tennis	4.09	5.41	-1.32	-24.40%	Decrease in scholarships awarded and members on the team due to coaching transition
Women's Track and Field (Outdoor)	12.98	12.40	0.58	4.68%	Increase in funding available
Women's Volleyball	8.97	9.81	-0.84	-8.56%	Decrease in scholarships awarded; prior year was higher due to COVID-19

**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 20.10.6.3 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 in the results.

**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 92 and 80, 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.

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

<u>Acquisition Date</u>	<u>Amount</u>	<u>Description</u>
3/15/2023	\$216,723	Weight Equipment SQ272363

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 Procedure:** We planned to obtain the general ledger detail and compare the total expenses reported for excess transfers to the Institution.

**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. **Conference Realignment Expenses Procedure:** We planned to obtain the general ledger detail and compare the total expenses reported for conference realignment expenses.

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

J. **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**

K. **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.

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L. **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.

M. **Procedure:** We performed additional procedures on the following revenue and expense categories unless the specific reporting category is less than 4% of total revenues or expenses.

**Result:** See procedures below.

### Revenues

N. **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.

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 no exceptions.

<u>Event Date</u>	<u>Sporting Event</u>	<u>Ticket Sales Amount</u>
9/27/2022	Hockey - Ticket Sales-Season	\$ 4,350

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 55.99 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 \$13,578,176. The actual variance between budget and collections was \$1,540,138 more than budget. The difference is absorbed each year by the Institution. In the current year, the Statement reflects the budgeted amount.

3) **Direct State or Other Governmental Support Procedure:** We agreed direct state or other governmental support recorded by the Institution during the reporting period with state appropriations, institutional authorizations, and other corroborative supporting documentation and recalculated totals.

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**Result:** Direct state or other governmental support was less than 4% of total revenues, so additional procedures were not performed.

- 4) **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:** We noted no exceptions. We agreed total institutional support received to detailed supporting schedules.

- 5) **Less - Transfers to Institution Procedure:** We obtained a schedule of transfers back to the Institution and agreed to permanent transfers back to the Institution from the athletics department and recalculated totals.

**Result:** Transfers to the Institution were less than 4% of total revenues, so additional procedures were not performed.

- 6) **Indirect Institutional Support Procedure:** We agreed the indirect institutional support recorded by the Institution during the reporting period with expense payments, cost allocation detail, and/or other corroborative supporting documentation and recalculated totals.

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

- 7) **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 3, 2022	Men's Football - UCLA	\$ 1,150,000
September 24, 2022	Men's Football - Mississippi State	1,200,000
November 17, 2022	Women's Basketball - Indiana University	22,500
November 19, 2022	Men's Basketball - Gazelle Group - Gotham Classic	110,000
February 24, 2023	Men's Baseball - University of Louisville	10,000

- 8) **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.

**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.

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- 9) **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 revenues were less than 4% of total revenues, so additional procedures were not performed.

- 10) **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.

- 11) **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.

- 12) **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>
June 28, 2023	NCAA Grants-in-Aid distribution	\$ 619,011

**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.

- 13) **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/or the Statement and recalculated totals.

<u>Date</u>	<u>Program</u>	<u>Distribution Amount</u>
June 28, 2023	MAC/CCHA annual distribution	\$ 1,797,000

**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.

- 14) **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.

- 15) **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.

- 16) **Sports Camp Revenues Procedure:** We inspected a sample of one sports camp contract between the Institution and the 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 receipt 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.

- 17) **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.

- 18) **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.

- 19) **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**

- O. **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) 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 20.02.10.
    - 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 20.10.6.3.
    - 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).

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- 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.
  - 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 \$5,000 to the amount of student financial aid of \$7,344,035 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, 9 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. Of the 60 students selected for testing below, we were able to agree all aid awarded to JumpForward except for 8 students with minor subsequent adjustments (ranging from \$14-\$373) not updated in JumpForward.

The student accounts tested are summarized below:

Student Tested	Amount Disbursed	Student Tested	Amount Disbursed	Student Tested	Amount Disbursed	Student Tested	Amount Disbursed
1	\$ 10,000	16	\$ 15,274	31	\$ 9,500	46	\$ 16,000
2	9,000	17	30,796	32	6,000	47	6,000
3	8,000	18	31,860	33	12,000	48	22,209
4	7,500	19	23,116	34	7,500	49	20,479
5	12,000	20	30,968	35	5,000	50	26,359
6	11,000	21	35,246	36	14,000	51	34,389
7	13,000	22	26,028	37	12,000	52	30,933
8	9,000	23	26,679	38	24,500	53	23,642
9	8,500	24	34,787	39	25,744	54	23,389
10	9,200	25	32,010	40	10,000	55	31,033
11	23,581	26	32,378	41	32,222	56	35,328
12	23,900	27	26,293	42	12,500	57	35,194
13	24,069	28	24,037	43	13,500	58	30,903
14	23,206	29	36,585	44	12,000	59	30,920
15	31,860	30	37,522	45	22,026	60	31,729



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- 2) **Guarantees Procedure:** We obtained and inspected five 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 five 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:** We selected the following games/agreements:

Event Date	Sporting Event	Guarantee Amount
September 10, 2022	Men's Football - Eastern Kentucky University	\$ 350,000
	Men's Football - Maryland 2024 Game	
September 21, 2024	Cancellation	500,000
October 1, 2022	Men's Football - Marshall University	150,000
	Men's Basketball - Air Force Athletic Association	
2023-2024 Season	Game Cancellation	30,000
December 17, 2022	Men's Basketball - University of Tennessee	60,000

We obtained the respective contractual agreements, agreed amounts to the contracts, and agreed amounts to the Institution's general ledger. We noted no exceptions.

- 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 men's football, men's basketball, men's 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 Salaries, Benefits, and Bonuses 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 salaries, benefits, and bonuses paid by a third party were less than 4% of total expenses, so additional procedures were not performed.

- 5) **Support Staff/Administrative Compensation, 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) **Support Staff/Administrative Compensation, Benefits, and Bonuses Paid by a Third Party Procedure:** We selected a sample of one support staff/administrative personnel employed by the third parties during the reporting period. We obtained and inspected payroll summary registers for the selection. We agreed related payroll summary registers to the related support staff/administrative other compensation and benefits expense recorded by the Institution in the Statement during the reporting period. We also recalculated totals.

**Result:** Support staff/administrative compensation, benefits, and bonuses paid by a third party were less than 4% of total expenses, so additional procedures were not performed.

- 7) **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.

- 8) **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.

- 9) **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.

- 10) **Sports 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.

- 11) **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.

- 12) **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.

- 13) **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.

- 14) **Spirit Groups 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:** Spirit groups expenses were less than 4% of total expenses, so additional procedures were not performed.

- 15) **Athletic Facilities 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 facilities debt service, leases and rental fees were less than 4% of total expenses, so additional procedures were not performed.

- 16) **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.

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

- 18) **Medical Expenses and 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.

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

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

19) **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.

20) **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.

21) **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.

22) **Other Operating Expenses 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**

P. 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.

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

**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, 2023 audit.

Q. **Procedure:** For expenses on or on behalf of intercollegiate athletics programs by affiliated and outside organizations not under the Institution's accounting control, we obtained each organization's financial statements for the reporting period. We agreed the amounts reported to the organization's general ledger and confirmed the revenue and expenses directly with the responsible official of the organization.

- 1) We will obtain a summary of revenue and expenses for or on behalf of the organization and will include it with the report.
- 2) We will agree a sample of one operating revenue category reported in the organization's statement during the reporting period to supporting schedules provided by the organization.
- 3) We will agree a sample of one operating revenue receipt obtained from the above operating revenue schedule to supporting documentation.
- 4) We will agree each operating expense category reported in the organization's statement during the reporting period to supporting schedules provided by the organization.
- 5) We will agree a sample of one operating expense obtained from the above operating expense supporting schedules to supporting documentation.
- 6) We will directly confirm cash balances recorded at the end of the reporting period by the organization and agree to the related year-end bank reconciliation(s).
- 7) We will obtain and inspect minutes of the organization's governing bodies during the reporting period.
- 8) We will select a sample of one financial transaction discussed in the minutes and agree the selection to the organization's accounting records, as applicable.
- 9) We will obtain and inspect documentation of the internal controls in place surrounding revenues and expenses related to the organization.

**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 Bylaw 20.2.4.17. 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.

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

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 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 27, 2023

## Intercollegiate Athletics Program Statement of Revenues and Expenses

Year Ended June 30, 2023

	Men's Football	Men's Basketball	Men's Hockey	Other Sports	Non-Program Specific	Total
<b>Revenues</b>						
Ticket Sales	644,980	170,993	350,256	225,084	39,150	1,430,463
Student Fees	-	-	-	-	13,578,180	13,578,180
Direct Institutional Support	-	-	-	-	4,452,000	4,452,000
Guarantees	2,350,000	120,000	-	70,500	-	2,540,500
Contributions	65,000	595,065	67,115	889,467	1,409,846	3,026,493
NCAA Distributions	-	-	-	17,807	1,628,319	1,646,126
Conference Distributions	-	179,131	7,402	-	1,832,250	2,018,783
Conference Distributions of Football Bowl Generated Revenue	23,030	-	-	-	-	23,030
Program Sales, Concessions, Novelty Sales and Parking	52,352	-	7,733	38,917	52,365	151,367
Royalties, Licensing, Advertisement and Sponsorships	-	-	-	-	832,140	832,140
Sports Camp Revenues	-	-	-	7,915	8,920	16,835
Other Operating Revenues	36,780	-	1,001	59,847	69,682	167,310
Football Bowl Revenues	426,897	-	-	-	-	426,897
Total Revenues	3,599,039	1,065,189	433,507	1,309,537	23,902,852	30,310,124
<b>Expenses</b>						
Athletic Student Aid	2,790,773	439,124	619,994	3,466,574	27,570	7,344,035
Guarantees	1,000,000	237,500	-	15,000	-	1,252,500
Coaching Salaries, Benefits and Bonuses paid by Institution	2,134,253	1,118,126	652,418	2,268,798	-	6,173,595
Support Staff/Administrative Compensation, Benefits and Bonuses paid by Institution	538,385	118,078	52,221	91,422	3,836,148	4,636,254
Severance Payments	-	483,108	-	-	-	483,108
Recruiting	374,423	153,680	46,718	154,253	-	729,074
Team Travel	882,089	205,477	157,407	1,512,647	-	2,757,620
Sports Equipment, Uniforms and Supplies	361,593	101,766	148,174	430,768	391,551	1,433,852
Game Expenses	160,712	123,655	64,262	179,754	94,528	622,911
Fund Raising, Marketing and Promotion	-	-	-	-	189,855	189,855
Sports Camp Expenses	-	-	-	815	2,910	3,725
Athletic Facilities Debt Service, Leases and Rental Fees	1,712	-	101,240	49,408	31,110	183,470
Medical Expenses and Insurance	1,611	1,250	444	1,329	343,050	347,684
Memberships and Dues	2,312	457	34,526	4,275	324,751	366,321
Student-Athlete Meals (non-travel)	674,088	81,422	63,751	177,167	13,042	1,009,470
Other Operating Expenses	260,205	174,763	69,293	294,755	1,139,142	1,938,158
Football Bowl Expenses	627,293	-	-	-	-	627,293
Football Bowl Expenses - Coaching Compensation/Bonuses	56,000	-	-	-	-	56,000
Total Expenses	9,865,449	3,238,406	2,010,448	8,646,965	6,393,657	30,154,925
<b>Excess of Revenues (Under) Over Expenses</b>	<b>\$ (6,266,410)</b>	<b>\$ (2,173,217)</b>	<b>\$ (1,576,941)</b>	<b>\$ (7,337,428)</b>	<b>\$ 17,509,195</b>	<b>\$ 155,199</b>

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, 2023**

**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 received for intercollegiate athletics during the year ended June 30, 2023 are as follows:

Source of Funds, Goods, and Services	Amount
Falcon Club Scholarship & Success Fund	\$ 825,000
Frack Foundation Salary Fund	327,423

**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, 2023 are as follows:

	Additions	Deletions
Machinery and equipment	\$ 313,890	\$ 28,593
Cost - Athletics facilities	313,890	28,593
Accumulated depreciation	-	(28,593)
Book value - Athletics facilities	\$ 313,890	\$ -
Book value - Other institution facilities	\$ 25,026,225	\$ 533,112



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

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**Year Ended June 30, 2023****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, 2023 are as follows:

Machinery and equipment	\$ 1,288,681
Furniture	131,027
Computer and software	123,105
Vehicles	<u>23,758</u>
Cost - Athletics facilities	1,566,571
Accumulated depreciation	<u>(1,102,531)</u>
Book value - Athletics facilities	<u>\$ 464,040</u>
Book value - Other institutional facilities	<u>\$574,634,678</u>

**Note 3 - Intercollegiate Athletics-Related Debt**

The annual debt service and debt outstanding for the Institution as of June 30, 2023 are as follows:

	Annual Debt Service Principal	Debt Outstanding - Principal
	<u>                    </u>	<u>                    </u>
Athletically related facilities	\$ -	\$ -
Total institutional facilities	5,815,000	250,370,000

There was no intercollegiate athletics debt outstanding for the year ended June 30, 2023, 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, 2023

	2022-2023 Actual	2021-2022 Actual	\$ Change	Explanation Provided by Senior Associate Athletic Director for Internal Affairs
<b>Revenue</b>				
Direct Institution Support	\$ 4,452,000	\$ 425,000	\$ 4,027,000	Increase in institutional support from prior year due to increased funding received to cover a larger operating deficit.

	2022-2023 Actual	2021-2022 Actual	\$ Change	Explanation Provided by Senior Associate Athletic Director for Internal Affairs
<b>Expenditures</b>				
Support Staff/Administrative Compensation, Benefits and Bonuses paid by University	4,636,254	\$ 3,953,648	\$ 682,606	Due to new full-time employees in the athletics for admin, sports medicine, and coaching staff.

	2022-2023 Actual	Budget	\$ Change	Explanation Provided by Senior Associate Athletic Director for Internal Affairs
<b>Revenue</b>				
Men's Football	\$ 3,599,039	\$ 1,445,000	\$ 2,154,039	Athletics budgeted football revenue to be lower for the 2022-2023 year due to an expectation of lower ticket sales and changes in game guarantees.

	2022-2023 Actual	Budget	\$ Change	Explanation Provided by Senior Associate Athletic Director for Internal Affairs
<b>Expenditures</b>				
Men's Football	\$ 9,865,449	\$ 7,083,292	\$ 2,782,157	Due to increase in travel and nutrition (student-athlete meals) expense, MAC requiring home football game hotels; twice as many official recruiting visits then prior year; incurred liability for cancelled game at Maryland \$500,000
Men's Basketball	\$ 3,238,406	\$ 2,310,223	\$ 928,183	Due to increase in salary expense from coaching transition, severance pay, and higher expense in travel, officials and equipment.
Non-program Specific	\$ 6,393,657	\$ 5,709,255	\$ 684,402	Increased expenses related to higher cost of travel, equipment and fringes

# OHIO AUDITOR OF STATE KEITH FABER



**BOWLING GREEN STATE UNIVERSITY - NATIONAL COLLEGIATE ATHLETICS ASSOCIATION  
BOWLING GREEN STATE UNIVERSITY - NATIONAL COLLEGIATE ATHLETICS ASSOCIATION**

**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 12/26/2023**

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](http://www.ohioauditor.gov)