
Youngstown State University

Mahoning County

Agreed-upon Procedures Report

June 30, 2023

OHIO AUDITOR OF STATE
KEITH FABER



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Board of Trustees
Youngstown State University - NCAA
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We have reviewed the *Independent Accountant's Report on Applying Agreed-upon Procedures* of Youngstown State University - NCAA, Mahoning 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. Youngstown State University - NCAA 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

January 18, 2024

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Independent Accountant’s Report on Applying Agreed-upon Procedures

To Dr. Helen K. Lafferty, Interim President
Youngstown State University

We have performed the procedures enumerated below on Youngstown 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 for Division I.

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 met with the Institution’s VP of finance 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.

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- 2) We met with the director of intercollegiate athletics 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 weaknesses in controls, and the general control environment is thought to be strong, with competent and consistent personnel year over year.
- 3) We obtained the audited financial statements for the year ended June 30, 2023 and any additional reports regarding internal controls, if the Institution was audited independent of these agreed-upon procedures, 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 following 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:
 - i. We selected one game and tested the ticket collection receipting process by comparing the total receipts for the game to the reconciliation and documentation of the related cash deposit amount with the bank.

Result: We noted no exceptions. We selected one football game during the year and agreed the total receipts for the event on game day to deposit slips of the related cash deposit amount. Since there were minimal gate sales for the game, we selected four additional days of cash deposits made by the Institution's box office and tied general ledger activity to bank statements in order to verify the cash deposit process.

The ticket cash receipt amounts for the transactions were as follows:

<u>Event Date</u>	<u>Sporting Event</u>	<u>Ticket Sales Amount</u>	<u>Deposit Amount</u>	<u>Deposit Date</u>
9/10/2022	Football vs. University of Dayton	\$ 4,301	\$ 4,301	9/10/2022

<u>Date of Revenue</u>	<u>Amount</u>	<u>Deposit Amount</u>	<u>Deposit Date</u>
9/6/2022	\$ 54	\$ 54	9/7/2022
9/7/2022	770	770	9/8/2022
9/8/2022	531	531	9/9/2022
9/9/2022	336	336	9/9/2022

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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 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.

Grants-in-Aid	2021-2022	2022-2023	%	Explanation of Variance per Management
	Total	Total	Change	
Baseball	11.56	10.75	-7.01%	Changes in scholarship amounts offered
Men's Basketball	16.07	14.51	-9.71%	Decrease in roster size due to COVID-19 eligibility
Men's Swimming and Diving	8.99	9.55	6.23%	Newer program, growing rapidly
Men's Tennis	4.27	3.83	-10.30%	Changes in scholarship amounts offered
Men's Track, Outdoor	15.50	14.51	-6.39%	Changes in scholarship amounts offered
Women's Basketball	15.04	13.87	-7.78%	Changes in scholarship amounts offered
Women's Golf	6.08	5.57	-8.39%	Decrease in roster size
Women's Bowling	6.14	5.09	-17.10%	Decrease in roster size
Women's Softball	12.02	9.87	-17.89%	Decrease in roster size
Women's Soccer	12.30	12.95	5.28%	Changes in scholarship amounts offered
Women's Swimming and Diving	10.61	14.23	34.12%	Increase in roster size
Women's Tennis	6.72	7.70	14.58%	Increase in roster size
Women's Track, Indoor	-	0.67	100.00%	Aid for these athletes has traditionally been included with outdoor track.
Women's Track, Outdoor	22.23	17.54	-21.10%	Changes in scholarship amounts offered

Result: We noted the NCAA Membership Financial Reporting System information provided by management was in draft form, and management represented there would be no changes to the final submission. With the draft provided by management, we noted no discrepancies.

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.

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Result: We noted the Membership Financial Reporting System information provided by management was in draft form, and management represented there would be no changes to the final submission. With the draft provided by management, 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 the Membership Financial Reporting System information provided by management was in draft form, and management represented there would be no changes to the final submission. The total number of Pell Grants in 2022 and 2023 was 123 and 122, respectively. We agreed the total number of student-athletes who received a Pell Grant award during the academic year and the total dollar amount of the Pell Grants to be reported in the NCAA Membership Financial Reporting System to the reports generated from the Institution's financial aid records and noted no discrepancies.

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 selected the 2023 40-lb. washer addition for \$25,215.70 and agreed it to the purchase order and the invoice dated February 16, 2023. We agreed total institutional property, plant, and equipment to the Institution's audited financial statements. We noted no exceptions.

- 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 audited financial statements, if available, or the Institution's general ledger.

Result: We agreed all outstanding intercollegiate debt to the repayment schedule in Note 3. We agreed total institutional debt to the Institution's audited financial statements. We noted no exceptions.

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- H. **Excess Transfers to Institution Procedure:** Management represented that this step is not applicable, as there were no excess transfers to the Institution during the reporting period.
- I. **Conference Realignment Expenses Procedure:** Management represented that this step is not applicable, as there were no conference realignment expenses during the reporting period.
- 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 revenues or expenses in the Statement.
 - 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 schedule to supporting documentation, the general ledger and the audited financial statements, if available. We agreed the total fair market value of athletics dedicated endowments and institutional endowments to supporting documentation, the Institution's general ledger and/or audited financial statements, if available.
 - 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 noted no significant contributions to disclose in Note 1 and disclosed all other items in Note 4.

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.

- 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: There were no variances that met the thresholds for required disclosure.

- 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.

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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:** Ticket sales were less than 4% of total revenues, so additional procedures were not performed.
- 2) **Student Fees Procedure:** No amounts were reported for this revenue category; therefore, additional procedures were not performed.
- 3) **Direct State or Other Governmental Support Procedure:** No amounts were reported for this revenue category; therefore, additional procedures were not performed.
- 4) **Direct Institutional Support Procedure:** We agreed a sample of one 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 agreed the direct institutional support recorded for board-approved transfers to the journal entry recorded and the intercollegiate athletics operating budget. We noted no exceptions.

- 5) **Less - Transfers to Institution Procedure:** Transfers to the Institution were less than 4% of total revenues, so additional procedures were not performed.
- 6) **Indirect Institutional Support Procedure:** Indirect institutional support was less than 4% of total revenues, so additional procedures were not performed.
- 7) **Guarantees Procedure:** Guarantees were less than 4% of total revenues, so additional procedures were not performed.
- 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: No contributions greater than 10 percent of all contributions were identified.

- 9) **In-Kind Procedure:** 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:** No amounts were reported for this revenue category; therefore, additional procedures were not performed.

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- 11) **Media Rights Procedure:** No amounts were reported for this revenue category; therefore, 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 other corroborative supporting documents and recalculated totals.

Result: A listing of NCAA distributions was obtained and tied to the recorded amount. Supporting communications from the Horizon League or NCAA were reviewed, supporting each NCAA distribution. We noted no exceptions.
- 13) **Conference Distributions and Conference Distributions of Football Bowl Generated Revenue Procedure:** Conference distributions and conference distributions of football bowl generated revenue were less than 4% of total revenues, so additional procedures were not performed.
- 14) **Program Sales, Concessions, Novelty Sales and Parking Procedure:** 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:** Royalties, licensing, advertisements and sponsorships were less than 4% of total revenues, so additional procedures were not performed.
- 16) **Sports Camp Revenues Procedure:** No amounts were reported for this revenue category; therefore, additional procedures were not performed.
- 17) **Athletics Restricted Endowment and Investment Income Procedure:** Athletics restricted endowment and investment income were less than 4% of total revenues, so additional procedures were not performed.
- 18) **Football Bowl Revenues Procedure:** No amounts were reported for this revenue category; therefore, additional procedures were not performed.
- 19) **Other Revenues Procedure:** 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:

- 1) **Athletic Student Aid Procedures:** We selected a sample of 40 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 CA or 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 in either the CA software or 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.

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- 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.
 - 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: The total amount of the countable aid from the squad list tied to the amount shown on the Statement within an insignificant amount. As the Institution utilizes the CA software, we selected 10%, or 40 students. We noted differences during the recalculation of revenue distribution per student for 1 student and a difference in recalculation of contributable aid for 4 students.

For 1 student tested who received a Pell Grant, the total value of Pell Grant received did not agree to the total value of Pell Grant reported for revenue distribution purposes in the NCAA Membership Financial Reporting System.

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The student accounts tested are summarized below:

Student Tested	Total Contributable Aid Recalculated	Total Contributable Aid Reported	Revenue Distribution Recalculation	Revenue Distribution Reported	Difference
1	\$ 5,300	5,300	0.25	0.25	-
2	9,500	9,500	0.34	0.34	-
3	15,489	15,489	0.79	0.79	-
4	25,500	25,500	1.00	1.00	-
5	24,716	24,716	1.00	1.00	-
6	22,024	22,024	1.00	1.00	-
7	9,126	9,126	0.45	0.45	-
8	3,000	3,000	0.15	0.15	-
9	20,670	20,670	1.00	1.00	-
10	23,657	23,657	1.00	1.00	-
11	17,200	17,200	0.87	0.85	0.02
12	7,425	7,425	0.37	0.37	-
13	17,964	17,964	0.86	0.86	-
14	6,952	6,952	0.34	0.34	-
15	11,000	11,000	0.53	0.53	-
16	10,597	10,597	0.53	0.53	-
17	6,000	6,000	0.19	0.19	-
18	22,101	21,790	1.00	1.00	-
19	2,000	2,000	0.10	0.10	-
20	9,000	9,000	0.45	0.45	-
21	23,716	23,716	1.00	1.00	-
22	22,716	22,716	1.00	1.00	-
23	18,000	18,000	0.83	0.83	-
24	1,000	1,000	0.05	0.05	-
25	10,313	10,313	0.49	0.49	-
26	13,000	13,000	0.60	0.60	-
27	12,191	12,191	0.59	0.59	-
28	9,588	9,588	0.48	0.48	-
29	10,000	10,000	0.47	0.47	-
30	14,250	14,250	0.70	0.70	-
31	9,200	9,200	0.37	0.37	-
32	16,000	16,000	0.74	0.74	-
33	12,474	12,474	0.61	0.61	-
34	21,000	21,000	0.88	0.88	-
35	21,931	21,917	1.00	1.00	-
36	17,101	17,101	0.87	0.87	-
37	13,211	12,850	0.67	0.67	-
38	22,461	22,540	1.00	1.00	-
39	2,000	2,000	0.10	0.10	-
40	22,141	22,141	1.00	1.00	-

2) **Guarantees Procedure:** Guarantees were less than 4% of total expenses, so additional procedures were not performed.

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- 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 basketball, football, women's basketball, baseball, and women's track and field. We agreed the financial terms and conditions of each to the related coaching salaries, benefits, and bonuses recorded by the Institution on the payroll detail. We agreed payroll detail totals to the Statement and recalculated totals. We noted no exceptions.

- 4) **Coaching Salaries, Benefits, and Bonuses Paid by a Third Party Procedure:** No amounts were reported for this expense category; therefore, 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 one support staff/administrative personnel employed by the Institution and related entities 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 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 one support staff/administrative personnel, a coordinator. We noted no exceptions.

- 6) **Support Staff/Administrative Compensation, Benefits, and Bonuses Paid by a Third Party Procedure:** No amounts were reported for this expense category; therefore, additional procedures were not performed.

- 7) **Severance Payments Procedure:** No amounts were reported for this expense category; therefore, additional procedures were not performed.

- 8) **Recruiting Procedure:** 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.

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- 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 a transaction paid on September 9, 2022 for football equipment totaling \$65,394.71 and agreed it to the purchase order, the invoice, and the check. We noted no exceptions.
- 11) **Game Expenses Procedure:** Game expenses were less than 4% of total expenses, so additional procedures were not performed.
- 12) **Fund Raising, Marketing and Promotion Procedure:** Fund raising, marketing and promotion were less than 4% of total expenses, so additional procedures were not performed.
- 13) **Sports Camp Expenses Procedure:** No amounts were reported for this expense category; therefore, additional procedures were not performed.
- 14) **Spirit Groups Procedure:** 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:** 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:** 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:** Medical expenses and insurance were less than 4% of total expenses, so additional procedures were not performed.
- 19) **Memberships and Dues Procedure:** Memberships and dues were less than 4% of total expenses, so additional procedures were not performed.
- 20) **Student-Athlete Meals (non-travel) Procedure:** Student-athlete meals (non-travel) were less than 4% of total expenses, so additional procedures were not performed.
- 21) **Football Bowl Expenses Procedure:** No amounts were reported for this expense category; therefore, 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 the transaction and accuracy of recording and recalculated totals.

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Result: We selected a transaction paid on May 4, 2023 for team catering totaling \$2,610 and agreed it to the invoice, purchase card detail, and payment of purchase card statement. 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 requested documentation on the Institution's practices and procedures for monitoring the internal controls in place and financial activities of these organizations. We inquired of management on the procedures for gathering information on the nature and extent of affiliated and outside organization activity for or on behalf of the Institution's intercollegiate athletics program. 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 inquired of management as to whether they had identified any affiliated or outside organizations that meet the above criteria. Management provided a listing and indicated that the Penguin Club was the only outside organization that had expenses for or on behalf of the Institution's intercollegiate athlete program. Additionally, we noted the Penguin Club does not have audited financial statements, and the control environment is the same as that of the Institution. As a result, no additional procedures were performed on the Penguin Club's activity.

To Dr. Helen K. Lafferty, Interim President
Youngstown State University

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.

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 Youngstown 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

Columbus, Ohio
December 21, 2023

Intercollegiate Athletics Program Statement of Revenues and Expenses

Year Ended June 30, 2023

	Football	Men's Basketball	Women's Basketball	Other Sports	Non-Program Specific	Total
Operating Revenues						
Ticket Sales	\$ 300,051	\$ 279,050	\$ 19,664	\$ -	\$ -	\$ 598,765
Guarantees	550,000	100,000	-	-	-	650,000
Contributions	527,993	14,472	7,488	179,825	899,495	1,629,273
In-Kind Contributions	-	-	-	8,470	-	8,470
Direct State or Other Governmental Support	-	-	-	-	-	-
Direct Institutional Support	-	-	-	-	15,829,765	15,829,765
Less - Transfers Back to Institution	-	-	-	-	(36,713)	(36,713)
Indirect Institutional Support	-	-	-	-	46,942	46,942
NCAA Distributions	-	-	-	-	1,544,775	1,544,775
Conference Distributions	-	-	-	23,140	104,194	127,334
Broadcast Television, Radio and Internet Rights	-	-	-	-	-	-
Program Sales, Concessions, Novelty Sales and Parking	258,709	1,091	444	-	-	260,244
Royalties, Licensing, Advertisements and Sponsorships	383,790	168,000	-	-	172,054	723,844
Sports Camp Revenues	-	-	-	-	-	-
Endowment and Investment Income	-	-	-	-	3,148	3,148
Other	-	20,711	-	9,925	163,380	194,016
Total Operating Revenues	2,020,543	583,324	27,596	221,360	18,727,040	21,579,863
Operating Expenses						
Athletic Student Aid	1,584,280	354,014	367,507	2,847,403	328,688	5,481,892
Guarantees	225,000	107,000	16,500	-	-	348,500
Coaching Salaries, Benefits and Bonuses Paid by the Institution	1,495,085	783,826	551,425	1,679,857	-	4,510,193
Support Staff/Administrative Compensation, Benefits and Bonuses Paid by the Institution	-	-	-	-	3,449,054	3,449,054
Recruiting	100,055	88,468	46,175	64,511	-	299,209
Team Travel	583,724	302,060	134,203	1,332,357	-	2,352,344
Sports Equipment, Uniforms and Supplies	309,165	58,253	46,691	389,292	124,592	927,993
Game Expenses	109,304	185,536	80,360	146,430	14,405	536,035
Fund Raising, Marketing and Promotion	-	-	440	280	222,963	223,683
Sports Camp Expenses	-	-	-	-	-	-
Athletic Facilities Debt Service, Leases and Rental Fees	-	-	-	59,719	90,378	150,097
Direct Overhead and Administrative Expenses	-	-	-	-	542,244	542,244
Spirit Groups	-	-	-	-	83,614	83,614
Medical Expenses and Insurance	-	-	-	-	307,122	307,122
Memberships and Dues	-	-	-	8,303	27,197	35,500
Student-Athlete Meals (non-travel)	97,119	-	-	31,158	-	128,277
Other Operating Expenses	104,366	73,741	39,502	106,312	1,417,881	1,741,802
Total Operating Expenses	4,608,098	1,952,898	1,282,803	6,665,622	6,608,138	21,117,559
Excess of Revenues (Under) Over Expenses	\$ (2,587,555)	\$ (1,369,574)	\$ (1,255,207)	\$ (6,444,262)	\$ 12,118,902	\$ 462,304

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

Year Ended June 30, 2023

Note 1 - Contributions

The University received no individual contributions of moneys, goods, or services 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.

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 5 to 40 years depending on class.

The current year capitalized additions and deletions to facilities during the year ended June 30, 2023 are as follows:

	Current Year Additions	Current Year Deletions
Construction in Progress	\$ 129,729	\$ -
Equipment	112,454	18,075
Buildings	10,830	-
Building Improvements	1,472,356	-
Improvements - Other	-	-
Total Athletics Facilities	<u>\$ 1,725,369</u>	<u>\$ 18,075</u>
Other Institutional Facilities	\$ 14,674,431	\$ 1,892,275

The total estimated book values of property, plant, and equipment, net of depreciation, of the Institution as of June 30, 2023 are as follows:

	Estimated Book Value
Athletically Related Property, Plant, and Equipment Balance	\$ 21,586,932
Institution's Total Property, Plant, and Equipment Balance	\$ 232,127,268

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

Year Ended June 30, 2023

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	Debt Outstanding
Athletically Related Facilities	\$ 90,378	\$ 2,328,834
Institution's Total	\$ 3,554,174	\$ 64,148,837

The repayment schedule for all outstanding intercollegiate athletics debt maintained by the Institution for the years ending June 30 is as follows:

	Total Intercollegiate Athletics Debt
2024	\$ 8,713
2025	161,396
2026	204,546
2027	212,429
2028	220,727
2029-2034	1,521,023
	\$ 2,328,834

Note 4 - Restricted and Endowment and Plant Funds

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

In addition, at June 30, 2023, the Institution had \$70,630 of endowments and \$0 in pledges receivable dedicated to the sole support of athletics not reported in the Statement. The athletics department's fund balance is \$1,409,400 at June 30, 2023.

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OHIO AUDITOR OF STATE KEITH FABER



YOUNGSTOWN STATE UNIVERSITY - NATIONAL COLLEGIATE ATHLETICS ASSOCIATION

MAHONING 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 1/30/2024

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