

STATE OF COLORADO

UNIVERSITY OF NORTHERN COLORADO



DEPARTMENT OF ATHLETICS, INDEPENDENT  
ACCOUNTANT'S REPORT ON APPLYING  
NATIONAL COLLEGIATE ATHLETIC  
ASSOCIATION AGREED-UPON PROCEDURES  
FOR THE YEAR ENDED JUNE 30, 2024

## **LEGISLATIVE AUDIT COMMITTEE**

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Crowe, LLP

Contractor

REPORT NUMBER 2437F-B

## INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Members of the Legislative Audit Committee  
University of Northern Colorado  
President Andrew Feinstein  
Greeley, Colorado

We have performed the procedures included in Attachment A, which were agreed to by The Office of the State Auditor and the University of Northern Colorado ("the College/University"), and the National Collegiate Athletic Association ("NCAA") solely to assist the specified parties in evaluating the University's compliance with the NCAA Bylaw 20.2.4.17 during the year ended June 30, 2024. The University's management is responsible for the Schedule of Revenue and Expenses of intercollegiate athletics operations ("Schedule") and the Schedule's compliance with those requirements.

The Office of the State Auditor and University have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of evaluating the University's compliance with the NCAA Bylaw 20.2.4.17 during the year ended June 30, 2024. We make no representation regarding the appropriateness of the procedures either for the purpose for which this report has been requested or for any other purpose. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes. 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.

The procedures and the associated findings are contained in Attachment A.

We were engaged by the Office of the State Auditor and University 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. 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 compliance of the accompanying Schedule with the NCAA 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 University 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 the President of University, the Office of the State Auditor and the Legislative Audit Committee and the NCAA and is not intended to be and should not be used by anyone other than these specified parties. However, upon release by the Legislative Audit Committee, this report is a public document.

*Crowe LLP*  
Crowe LLP

Denver, Colorado  
January 7, 2025

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**Procedures Related to Revenues**

- Before the commencement of fieldwork, determine that the amounts reported on the Statement agree to the institution's general ledger.

*Results:* No exceptions noted.

- Compare and agree each operating revenue category reported in the Statement during the reporting period to supporting statements provided by the institution.

*Results:* No exceptions noted.

- Compare and agree a sample of operating revenue receipts obtained from the above operating revenue supporting statements to adequate supporting documentation.

*Results:* We performed specific revenue procedures detailed below for all categories that were equal to or greater than 4% of total revenues.

- Compare each major revenue account over 10% of the total revenues to prior period amounts and budget estimates. Obtain and document an explanation of any significant variations over 10% from the prior year. Report the analysis as a supplement to the final agreed upon procedures report.

*Results:* There were two revenue categories on the Statement of Revenues and Expenses that was greater than 10% of total revenues and had a variance greater than 10% from prior year balance.

- Contributions increased \$123,884 or 13.4% from the prior year. Per inquiry of management, the increase is due to an increase in gifts during the year.
- Direct institutional support increased \$1,695,623 or 14.0% from the prior year. Per inquiry of management, the increase is due to an increase in support provided by the University to cover the increase in expenses during the year.

**1. Ticket Sales**

- a. Compare tickets sold during the reporting period, complimentary tickets provided during the reporting period and unsold tickets to the related revenue reported by the Institution in the Statement and the related attendance figures and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable

**2. Direct State or Other Government Support**

- a. Compare direct state or other governmental support recorded by the institution during the reporting period with state appropriations, institutional authorizations, or other corroborative supporting documentation and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable

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**3. Student Fees (Athletic)**

- a. Compare and agree student fees reported by the institution in the Statement for the reporting to student enrollments obtained from the Registrar during the same reporting period and recalculate totals.

*Results:* We noted that the University allocates a portion of the total University-wide student fees to athletics and each student is not charged a specific athletics fee. The University allocates approximately the same portion of student fee annually to athletics. Since the athletic student fees amount reported was not based on enrollment, this procedure was not performed.

- b. Obtain documentation of institution's methodology for allocating student fees to intercollegiate athletics programs.

*Results:* No exceptions were found as a result of applying these procedures.

- c. If the athletics department is reporting that an allocation of student fees should be countable as generated revenue, recalculate the totals of their methodology for supporting that they are able to count each sport. Tie the calculation to supporting documents such as seat manifests, ticket sales reports and student fee totals.

*Results:* The University does not charge a specific fee for athletics directly to the students (and thereby, does not consider it countable revenue), but rather allocates a portion of the total University-wide student fee to athletics and other activities as approved by the University's Board of Trustees on an annual basis. Since the athletics department does not count the allocation of student fees as generated revenue, this procedure is not applicable.

**4. Direct Institutional Support**

- a. Compare 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 recalculate totals.

*Results:* No exceptions were found as a result of applying these procedures.

**5. Less - Transfers to Institution**

- a. Compare the transfers back to institution with permanent transfers back to institution from the athletics department and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

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**6. Indirect Institutional Support (6 and 6A)**

- a. Compare the indirect institutional support recorded by the institution during the reporting period with expense payments, cost allocation detail or other corroborative supporting documentation and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

**7. Guarantees**

- a. Select a haphazard sample of 5 settlement reports for away games during the reporting period and agree each selection to the institution's general ledger and the Statement and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable

- b. Select a haphazard sample of 5 contractual agreements pertaining to revenues derived from guaranteed contests during the reporting period and compare and agree each selection to the institution's general ledger and the Statement and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

**8. Contributions**

- a. We obtained and inspected supporting detail of contributions revenue and tested a sample of contributions. We recalculated the total contributions revenue recorded in the detail listing and compared and agreed to amounts recorded on the general ledger and on the Statement.

*Results:* No exceptions were found as a result of applying these procedures.

- b. For any contributions of moneys, goods or services received directly by the program from any affiliated organization or individual that constituted 10 percent or more in aggregate for the reporting year of all contributions received, obtained and reviewed supporting documentation and recalculated totals.

*Results:* We noted two affiliated organizations or individuals whose contributions were greater than 10 percent of all contributions received. We obtained and reviewed supporting documentation for these contributions and noted no exceptions.

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**9. In-Kind**

- a. Compare the in-kind recorded by the institution during the reporting period with a schedule of in-kind donations and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

**10. Compensation And Benefits Provided By A Third Party**

- a. Obtain the summary of revenues from affiliated and outside organizations (the "Summary") as of the end of the reporting period from the institution and select a sample of funds from the Summary and compare and agree each selection to supporting documentation, the institution's general ledger and/or the Summary and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

**11. Media Rights**

- a. Obtain and inspect agreements to understand the institution's total media (broadcast, television, radio) rights received by the institution or through their conference offices as reported in the statement.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

- b. Compare and agree the media rights revenues to a summary statement of all media rights identified, if applicable, and the institution's general ledger and recalculate totals. Ledger totals may be different for total conference distributions if media rights are not broken out separately.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

**12. NCAA Distributions**

- a. Compare the amounts recorded in the revenue and expense categories reporting to general ledger detail for NCAA distributions and other corroborative supporting documents and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

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**13. Conference Distributions and Conference Distributions of Football Bowl Generated Revenue (13 and 13A)**

- a. Obtain and inspect all agreements related to the institution's conference distributions and participation in revenues from tournaments during the reporting period for relevant terms and conditions.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

- b. Compare and agree the related revenues to the institution's general ledger and the Statement and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

**14. Program Sales, Concessions, Novelty Sales and Parking**

- a. Compare the amount recorded in the revenue reporting category to a general ledger detail of program sales, concessions, novelty sales and parking as well as any other corroborative supporting documents and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

**15. Royalties, Licensing, Advertisements and Sponsorships**

- a. Obtain and inspect agreements related to the institution's participation in revenues from royalties, licensing, advertisements and sponsorships during the reporting period for the relevant terms and conditions.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

- b. Compare and agree the related revenues to the institution's general ledger and the Statement and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.



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**16. Sports Camp Revenues**

- a. Inspect sports-camp contract(s) between the institution and person(s) conducting institutional sports-camps or clinics during the reporting period to obtain documentation of the institution's methodology for recording revenues from sports-camps.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

- b. Obtain schedules of camp participants and select a haphazard sample of individual camp participant cash receipts from the schedule of sports-camp participants and agree each selection to the institution's general ledger and the Statement and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

**17. Athletics Restricted Endowment and Investments Income**

- a. Obtain and inspect all endowment agreements (if any) for relevant terms and conditions.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

- b. Compare and agree 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 and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

**18. Other Operating Revenues**

- a. Perform minimum agreed-upon procedures referenced for all revenue categories and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

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**19. Football Bowl Revenues**

- a. Obtain and inspect all agreements related to the institution's revenues from post-season football bowl participation during the reporting period to gain an understanding of the relevant terms and conditions.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

- b. Compare and agree the related revenues to the institution's general ledger and Statement and recalculate totals.

*Results:* This category was less than 4% of the total revenue. Therefore, the procedures enumerated above were not applicable.

**Procedures Related To Expenses**

- Before the commencement of fieldwork, observe that the amounts reported on the Statement agree to the institution's general ledger.

*Results:* No exceptions noted.

- Compare and agree each operating expense category reported in the Statement during the reporting period to supporting schedules provided by the institution.

*Results:* No exceptions noted.

- Compare and agree a sample of expenses obtained from the above operating expense supporting schedules to adequate supporting documentation.

*Results:* We performed specific expense procedures detailed below for all categories that were equal to or greater than 4% of total expenses.

- Compare and agree each major expense account over 10% of the total expenses to prior period amounts and budget estimates. Obtain and document an explanation of any variations greater than 10%. Report the analysis as a supplement to the final agreed upon procedures report.

*Results:* There was one expense category that exceeded 10% of total expenses and fluctuated greater than 10% from the prior year.

- Coaching salaries, benefits, and bonuses paid by the University and related entities increased by \$492,853 or 12.8% from the prior year. Per inquiry of management, the increase was due to a contractual bonus and permanent salary adjustment to the football coach, new assistant men's and women's golf coach positions, a men's basketball and women's volleyball directors of operations position changing from support salary to coaching, and filling of an assistant women's basketball coach position that was vacant for seven months in the prior year.

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**20. Athletic Student Aid**

- Select a haphazard sample of students from the listing of institutional student aid recipients during the reporting period. Sample shall be 10% of the total student athletes for institutions who have used NCAA's Compliance Assistant (CA) software to prepare athletic aid detail, with a maximum sample size of 40, and 20% of total student athletes for institutions who have not, with a maximum sample size of 60.

*Results:* We selected 31 student athletes and performed procedures to meet the criteria noted below.

- Obtain individual student-account detail for each selection. Reconcile the total athletic aid reported by the institution to the student-athlete's account detail reported in CA or the institution report that reconciles directly to the NCAA Membership Financial Reporting System.

*Results:* No exceptions were found as a result of applying these procedures.

- Perform a check of each student selected to observe their information was reported accurately in either the NCAA's Compliance Assistant software or entered directly into the NCAA Membership Financial Reporting System using the following criteria:
  - a. *Criterion:* Grants-in-aid is calculated by using the revenue distribution equivalencies, athletic grant amount dividend by the full grant amount.

*Results:* No exceptions were found as a result of applying these procedures.

- b. *Criterion:* 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. Note: for compliance purposes equivalencies may include other expenses related to attendance per Bylaw 15.02.2. However, other expenses related to attendance are not allowed to be included for the revenue distribution equivalencies. If using the NCAA CA application, the Calculation of Revenue Distribution Equivalencies Report (CDRE) should provide equivalencies that do not include other expense related to attendance.

*Results:* No exceptions were found as a result of applying these procedures.

- c. *Criterion:* The full grant amount should be entered as a full year of tuition, not semester or quarter.

*Results:* No exceptions were found as a result of applying these procedures.

- d. *Criterion:* Student-athletes should only be counted once, regardless of multiple sport participation, and should not receive a revenue distribution equivalency greater than 1.00.

*Results:* No exceptions were found as a result of applying these procedures.

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- e. *Criterion:* Athletic grants are valid for revenue distribution purposes only in sports in which the NCAA conducts championship competitions, emerging sports for women and football bowl subdivision football.

*Results:* No exceptions were found as a result of applying these procedures.

- f. *Criterion:* 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.

*Results:* No exceptions were found as a result of applying these procedures.

- g. *Criterion:* 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.

*Results:* No exceptions were found as a result of applying these procedures.

- h. *Criterion:* 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).

*Results:* No exceptions were found as a result of applying these procedures.

- i. *Criterion:* If a sport is discontinued and the athletic aid is still being awarded/honored by the institution, the athletic aid is countable for revenue distribution purposes. Note: The discontinued sport will need to be added to the NCAA Membership Financial Reporting System's Revenue Distribution data entry Webpage.

*Results:* No discontinued sports were noted.

- j. *Criterion:* All equivalency calculations should be rounded to two decimal places.

*Results:* No exceptions were found as a result of applying these procedures.

- k. *Criterion:* If a selected student received a Pell Grant, observe 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.

*Results:* We noted 3 students who received Pell Grants in our sample and noted no exceptions on the testing performed.

- l. *Criterion:* If a selected student received a Pell Grant, observe the student's grant was included in the total number and total dollar value of Pell Grants reported for Revenue Distribution purposes in the NCAA Membership Financial Reporting System.

*Results:* We noted 3 students who received Pell Grants in our sample and noted no exceptions on the testing performed.

- Recalculate total student aid for each sport and overall based on detailed listing of student aid expense provided by the institution.

*Results:* No exceptions were found as a result of applying these procedures.

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**21. Guarantees**

- a. Obtain and inspect visiting institution's away-game settlement reports received by the institution during the reporting period and agree related expenses to the institution's general ledger and the Statement and recalculate totals.

*Results:* **Results:** This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

- b. Obtain and inspect all contractual agreements pertaining to expenses recorded by the institution from guaranteed contests during the reporting period. Compare and agree related amounts expensed by the institution during the reporting period to the institution's general ledger and the Statement and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**22. Coaching Salaries, Benefits and Bonuses Paid by the University and Related Entities**

- a. Obtain and inspect a listing of coaches employed by the institution and related entities during the reporting period. Select a sample of coaches' contracts that must include football, and men's and women's basketball from the listing.

*Results:* We tested the head coaches for football, men's basketball, women's basketball, women's soccer, and baseball. No exceptions were found as a result of applying these procedures.

- b. Compare and agree 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.

*Results:* No exceptions were found as a result of applying these procedures.

- c. Obtain and inspect payroll summary registers for the reporting year for each selection. Compare and agree payroll summary registers from the reporting period 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.

*Results:* No exceptions were found as a result of applying these procedures.

- d. Compare and agree the totals recorded to any employment contracts executed for the sample selected and recalculate totals.

*Results:* No exceptions were found as a result of applying these procedures.

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**23. Coaching Salaries, Benefits, and Bonuses Paid by a Third-Party**

- a. Obtain and inspect a listing of coaches employed by third parties during the reporting period. Select a sample of coaches' contracts that must include football, and men's and women's basketball from the listing.
- b. Compare and agree 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.
- c. Obtain and inspect reporting period payroll summary registers for each selection. Compare and agree related payroll summary register to the coaching other compensation and benefits paid by a third-party recorded by the institution in the statement during the reporting period and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**24. Support Staff And Administrative Salaries, Benefits and Bonuses Paid By The University And Related Entities**

- a. Select a sample of support staff/administrative personnel employed by the institution and related entities during the reporting period.
- b. Obtain and inspect reporting period summary payroll register for each selection. Compare and agree related summary payroll register 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 and recalculate totals.

*Results:* We tested 5 support staff and administrative salaries and performed procedures a and b above. No exceptions were noted as a result of this testing.

**25. Support Staff/Administrative Compensation, Benefits and Bonuses Paid By A Third-Party**

- a. Select a haphazard sample of support staff/administrative personnel employed by the third parties during the reporting period.
- b. Obtain and inspect reporting period payroll summary registers for each selection. Compare and agree related reporting period 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 and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

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**26. Severance Payments**

- a. Select a haphazard sample of employees receiving severance payments by the institution during the reporting period and agree each severance payment to the related termination letter or employment contract and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**27. Recruiting**

- a. Obtain documentation of the Institution's recruiting expense policies.
- b. Compare and agree to existing institutional and NCAA-related policies.
- c. Obtain general ledger detail and compare to the total expenses reported and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**28. Team Travel**

- a. Obtain documentation of the Institution's team travel policies.

*Results:* No exceptions were found as a result of applying these procedures.

- b. Compare and agree to existing institutional and NCAA-related policies.

*Results:* No exceptions were found as a result of applying these procedures.

- c. Obtain general ledger detail and compare to the total expenses reported and recalculate totals.

*Results:* No exceptions were found as a result of applying these procedures.

**29. Sports Equipment, Uniforms and Supplies**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a haphazard sample of transactions to validate existence of transaction and accuracy of recording by agreeing to underlying invoices, and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

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**30. Game Expenses**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**31. Fundraising, Marketing and Promotion**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**32. Sports Camp Expenses**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**33. Spirit Groups**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**34. Athletic Facility Debt Service, Leases and Rental Fees**

- a. Obtain a listing of debt service schedules, lease payments and rental fees for athletics facilities for the reporting year. Compare a sample of facility payments including the top two highest facility payments to additional supporting documentation ( e.g., debt financing agreements, leases, rental agreements).
- b. Compare amounts recorded to amounts listed in the general ledger detail and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

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**35. Direct Overhead and Administrative Expenses**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**36. Indirect Institutional Support**

- a. Tested with revenue section- Indirect Institutional Support.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**37. Medical Expenses and Medical Insurance**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**38. Membership and Dues**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**39. Student-Athlete Meals (Nontravel)**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

UNIVERSITY OF NORTHERN COLORADO  
NCAA AUP REVENUE AND EXPENSE PROCEDURES  
JUNE 30, 2024  
Attachment A

**If a specific reporting category is omitted from the schedule or it is less than 4% of the total revenue or expenses, the procedure is not deemed to be applicable for that specific category.**

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**40. Other Operating Expenses**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

**41. Football Bowl Expenses**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* This category was less than 4% of the total expenses. Therefore, the procedures enumerated above were not applicable.

UNIVERSITY OF NORTHERN COLORADO  
NCAA AUP REVENUE AND EXPENSE PROCEDURES  
JUNE 30, 2024  
Attachment A

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ADDITIONAL MINIMUM AGREED-UPON PROCEDURES

**1. Grants-in-Aid:**

- a. Compare and agree 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 other report that supports the 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 April and June. If there is a discrepancy in the sports sponsored between the NCAA Membership Financial Reporting System and the CRDE or other report that supports the equivalency calculations, inquire about the discrepancy, and report the justification in the AUP report.

*Results:* There were no exceptions noted in the procedures performed.

- b. Compare current year Grants-in-Aid revenue distribution equivalencies to prior year reported equivalencies per the Membership Financial Report submission. Inquire and document an explanation for any variance great than +/- 4%. The submitted data is reviewed by NCAA staff. Providing a detailed variance explanation will assist with the review process.

*Results:* We noted that Men's Golf decreased by 7.7%. The number of student athletes receiving aid went from 8 in 22-23 to 7 in 23-24 and more nonresidents received aid in 23-24. We noted Women's Basketball decreased by 8.6%, due to a medical disqualification scholarship in 22-23. We noted Women's Swimming increased by 12.5%, due to the coach not spending all of the scholarship funding in 22-23 but spending all of it in 23-24. We noted that Women's Track and Field increased by 16.7%, due to the coach not spending all of the scholarship funding in 22-23 and spending more of it in 23-24.

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NCAA AUP REVENUE AND EXPENSE PROCEDURES  
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**2. Sports Sponsorship**

- a Obtain the institution's Sports Sponsorship and Demographics Form submitted to NCAA Research for the reporting year. Validate that the countable NCAA sports reported by the institution met the minimum requirements, set forth in Bylaw 20.10.6.3, related to the number of contests and the number of participants. If the institution requested and/or received a waiver related to minimum contests or minimum participants for a sport, that sport would **not** qualify as a sponsored sport for the purposes of revenue distribution. Also, only sports in which the NCAA conducts championships competition, emerging sports for women and bowl subdivision football are eligible. Once the countable sports have been validated, ensure that the institution has properly reported these sports as countable for revenue distribution purposes within the NCAA Membership Financial Reporting System. Any discrepancies **MUST** be resolved within the NCAA Membership Financial Reporting System prior to the report being submitted to the NCAA.

*Results:* There were no exceptions noted in the procedures performed.

- b Compare current year number of Sports Sponsored to prior year reported total per the Membership Financial Report submission. Inquire and document an explanation for any variance. The submitted data is reviewed by NCAA staff. Providing a detailed variance explanation will assist with the review process.

*Results:* There were no changes in the number of Sports Sponsored from the prior year.

**3. Pell Grants**

- a 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 Grant-in-Aid, Pell Grant recipients on Partial Grants-in-Aid and Pell Grant recipients with no Grants-in-Aid) and the total value 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.

*Results:* There were no exceptions noted in the procedures performed.

- b We compared the number of current-year Pell Grants to prior-year reported totals per the Membership Financial Report submission. We inquired and documented an explanation of any variance greater than +/-20 grants.

*Results:* There were no changes in Pell Grants greater than +/- 20 from the prior-year reported totals per the Membership Financial Report submission.

UNIVERSITY OF NORTHERN COLORADO  
NCAA AUP REVENUE AND EXPENSE PROCEDURES  
JUNE 30, 2024  
Attachment A

**If a specific reporting category is omitted from the schedule or it is less than 4% of the total revenue or expenses, the procedure is not deemed to be applicable for that specific category.**

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**MINIMUM AGREED-UPON PROCEDURES PROGRAM FOR OTHER REPORTING ITEMS**

**42. Excess Transfers to Institution**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* Per discussion with management there were no items related to this category for the year ended June 30, 2024, and as such, no procedures were performed.

**43. Conference Realignment Expenses**

- a. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* Per discussion with management there were no items related to this category for the year ended June 30, 2024, and as such, no procedures were performed.

**44. Total Athletics Related Debt**

- a. Obtain repayment schedules for all outstanding intercollegiate athletics debt during the reporting period. Recalculate annual maturities (consisting of principal and interest) provided in the schedules obtained.
- b. Agree the total annual maturities and total outstanding athletic related debt to supporting documentation and the institution's general ledger, as applicable.

*Results:* Per discussion with management, there is no outstanding debt specifically related to athletics as of June 30, 2024.

**45. Total Institutional Debt**

- a. Agree the total outstanding institutional debt to supporting documentation and the institution's audited financial statements, if available, or the institution's general ledger.

*Results:* No exceptions were found as a result of applying these procedures.

UNIVERSITY OF NORTHERN COLORADO  
NCAA AUP REVENUE AND EXPENSE PROCEDURES  
JUNE 30, 2024  
Attachment A

**If a specific reporting category is omitted from the schedule or it is less than 4% of the total revenue or expenses, the procedure is not deemed to be applicable for that specific category.**

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**46. Value Of Athletics-Dedicated Endowments**

We obtained a schedule of all athletics-dedicated endowments maintained by athletics, the institution and affiliated organizations. We agreed the fair market value in the schedule(s) to supporting documentation, the general ledger(s) and audited financial statements, if available.

*Results:* No exceptions were found as a result of applying these procedures.

**47. Value Of Institutional Endowments**

We agreed the total fair market value of institutional endowments to supporting documentation, the institution's general ledger and/or audited financial statements, if available.

*Results:* No exceptions were found as a result of applying these procedures.

**48. Total Athletics-Related Capital Expenditures**

- a. Obtain a schedule of athletics related capital expenditures made by athletics, the institution, and affiliated organizations during the reporting period, additions only.

*Results:* No exceptions were found as a result of applying these procedures.

- b. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*Results:* We tested a sample of 2 transaction and no exceptions were found as a result of applying these procedures.

UNIVERSITY OF NORTHERN COLORADO  
INTERCOLLEGIATE ATHLETICS DEPARTMENT  
STATEMENT OF REVENUE AND EXPENSES (UNAUDITED)  
Year Ended June 30, 2024

Line	Revenue	Football	Men's Basketball	Women's Basketball	Other Sports	Non-Program Specific	Total
1	Ticket Sales	\$ 159,962	\$ 106,955	\$ 26,041	\$ 116,066	\$ 2,772	\$ 411,796
	Direct State or Other Government						
2	Support	-	-	-	-	-	-
3	Student Fees	438,601	168,502	262,150	1,151,068	-	2,020,321
4	Direct Institutional Support	4,152,010	1,184,554	1,170,830	4,859,080	2,449,763	13,816,237
5	Less - Transfers to Institution	-	-	-	-	(451,991)	(451,991)
6	Indirect Institutional Support	-	-	-	-	690,545	690,545
	Indirect Institutional Support - Athletic Facilities Debt Service,						
6A	Lease, and Rental Fees	-	-	-	-	-	-
7	Guarantees	525,000	188,000	20,000	39,500	-	772,500
8	Contributions	144,774	186,051	64,600	574,732	79,504	1,049,661
9	In-Kind	20,880	23,940	6,040	13,308	639,186	703,354
	Compensation and Benefits						
10	Provided by a Third Party	-	-	-	-	-	-
11	Media Rights	-	-	-	-	74,743	74,743
12	NCAA Distributions	-	-	-	-	763,044	763,044
	Conference Distributions (Non						
13	Media and Non Bowl)	-	-	-	-	421,165	421,165
	Conference Distributions of						
13A	Football Bowl Generated Revenue	-	-	-	-	-	-
	Program, Novelty, Parking and						
14	Concession Sales	12,301	23,210	-	-	-	35,511
	Royalties, Licensing,						
15	Advertisements, and Sponsorships	-	-	112	1,000	477,646	478,758
16	Sports Camp Revenues	-	-	-	-	-	-
	Athletics Restricted Endowment						
17	and Investments Income	39,092	7,771	670	243,157	5,208	295,898
18	Other Operating Revenue	42,247	101,752	4,894	208,652	46,962	404,507
19	Football Bowl Revenues	-	-	-	-	-	-
	<b>Total Operating Revenue</b>	<b>5,534,867</b>	<b>1,990,735</b>	<b>1,555,337</b>	<b>7,206,563</b>	<b>5,198,547</b>	<b>21,486,049</b>

UNIVERSITY OF NORTHERN COLORADO  
INTERCOLLEGIATE ATHLETICS DEPARTMENT  
STATEMENT OF REVENUE AND EXPENSES (UNAUDITED)  
Year Ended June 30, 2024

Line	Expenses	Football	Men's Basketball	Women's Basketball	Other Sports	Non-Program Specific	Total
20	Athletic Student Aid	\$ 2,659,956	\$ 590,428	\$ 528,603	\$ 3,213,762	\$ 10,000	\$ 7,002,749
21	Guarantees	-	14,750	8,000	800	-	23,550
22	Coaching Salaries, Benefits and Bonuses Paid by University and Related Entities	1,136,341	679,889	475,221	2,040,588	-	4,332,039
23	Coaching Salaries, Benefits and Bonuses Paid by a Third Party	-	-	-	-	-	-
24	Support Staff/Administrative Compensation, Benefits and Bonuses Paid by University and Related Entities	166,123	37,162	94,507	40,831	3,054,696	3,393,319
25	Support Staff/Administrative Compensation, Benefits and Bonuses Paid by a Third Party	-	-	-	-	-	-
26	Severance Payments	-	-	-	-	-	-
27	Recruiting	32,679	72,148	61,042	110,515	106	276,490
28	Team Travel	873,550	314,028	218,443	1,252,788	18,157	2,676,966
29	Sports Equipment, Uniforms and Supplies	246,631	51,645	24,138	223,930	123,215	669,559
30	Game Expenses	119,477	143,569	109,464	151,570	67,083	591,163
31	Fund Raising, Marketing, and Promotion	960	1,099	-	656	244,997	247,712
32	Sports Camp Expenses	-	-	-	-	-	-
33	Spirit Groups	-	-	-	-	8,709	8,709
34	Athletic Facilities Debt Service, Leases and Rental Fees	-	-	-	-	-	-
35	Direct Overhead and Administrative Expenses	67,029	21,894	6,171	28,453	158,722	282,269
36	Indirect Institutional Support	-	-	-	-	690,545	690,545
37	Medical Expense and Insurance	715	-	-	269	208,939	209,923
38	Memberships & Dues	150	12,030	-	46,011	187,757	245,948
39	Student-Athlete Meals (non-travel)	96,490	18,076	9,937	44,832	74,047	243,382
40	Other Operating Expenses	120,366	34,017	19,811	51,558	530,294	756,046
41	Football Bowl Expenses	-	-	-	-	-	-
41A	Football Bowl Expenses - Coaching Compensation/Bonuses	-	-	-	-	-	-
	<b>Total Operating Expenses</b>	<b>5,520,467</b>	<b>1,990,735</b>	<b>1,555,337</b>	<b>7,206,563</b>	<b>5,377,267</b>	<b>21,650,369</b>
50	Excess Transfers to Institution	-	-	-	-	-	-
51	Conference Realignment Expenses	-	-	-	-	-	-
52	Total Athletics Related Debt	-	-	-	-	-	-
53	Total Institutional Debt	-	-	-	-	-	-
54	Value of Athletics Dedicated Endowments	-	-	-	-	-	-
55	Value of Institutional Endowments	-	-	-	-	-	-
56	Total Athletics Related Capital Expenditures	14,400	-	-	-	46,490	60,890
	<b>Net Revenue/(Loss)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(225,210)</b>	<b>(225,210)</b>

See the note to Statement of Revenues and Expenses.



UNIVERSITY OF NORTHERN COLORADO  
INTERCOLLEGIATE ATHLETICS DEPARTMENT  
NOTE TO STATEMENT OF REVENUE AND EXPENSES (UNAUDITED)  
Year Ended June 30, 2024

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**1. Note To Statement of Revenue and Expenses**

Basis Of Presentation: The Statement of Revenues and Expenses (the Statement) of the Intercollegiate Athletics Department of the University of Northern Colorado (the University) is prepared in conformity with accounting principles generally accepted in the United States of America.

Student Fees: Student fees are assessed to each student on a per-credit-hour basis each semester. These fees are allocated by management to various student services, including athletics, annually.

Indirect Institutional Support: General ground support, custodial support and maintenance for the University's track is allocated as nonprogram-specific indirect institutional support within the Statement, unless specifically identified as program-specific within a University work order.

Capital Assets: Athletics-related capital assets are recorded at cost at the date of acquisition or acquisition value at the date of donation if acquired by gift. The University's capitalization policy includes items with a value of \$10,000 or more and an estimated useful life greater than one year.

Depreciation is computed using the straight-line method over the estimated useful life of the asset, generally 40 years for buildings and improvements, 20 years for land improvements, 3 years for software, 10 years for library books and 3 - 10 years for equipment and vehicles. Depreciation expense is not allocated among functional categories.

For the year ended June 30, 2024, the University incurred capital expenditures of \$60,890 related to athletics.

Debt: As of June 30, 2024, the University did not have any outstanding debt specifically and solely related to the University's Intercollegiate Athletics. The footnotes to the University's audited financial statements for June 30, 2024 provide detail on all of the long-term debt of the University as a whole.

Transfers to the Institution: Transfers to the institution are contributions made from the Intercollegiate Athletics Department to support the University. The money is used to offset salaries for academic staff in the Student-Athlete Academic Success Office, which monitors and assists in the academic activities of all student athletes.