



Virginia State University

Independent Accountant's Report on Applying Agreed-Upon Procedures Performed on the Intercollegiate Athletics Program as Required by NCAA Bylaw 7.3.1.5.22.1

Year Ended June 30, 2025



**Virginia State University
Intercollegiate Athletics Program
Contents
June 30, 2025**

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Independent Accountant's Report on Applying Agreed-Upon Procedures

Dr. Makola M. Abdullah, President
Virginia State University
Petersburg, Virginia
and
Commonwealth of Virginia Auditor of Public Accounts
and
Glenn Youngkin, Governor of Virginia
and
Members, Joint Legislative Audit and Review Commission

We have performed the procedures enumerated in Attachment B to this report to assist you in evaluating whether the Statement of Revenues and Expenses (Attachment A) of Virginia State University (Institution) and related notes are in compliance with the National Collegiate Athletic Association (NCAA) Bylaw 7.3.1.5.22.1 as of and for the year ended June 30, 2025. The management of the Institution is responsible for compliance with the NCAA Bylaw 7.3.1.5.22.1.

The Institution has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of assessing compliance of Attachment A with the NCAA Bylaw 7.3.1.5.22.1 as of and for the year ended June 30, 2025. 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.

The procedures and the associated findings are described in Attachment B to this report.

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. 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 compliance with the NCAA Bylaw 7.3.1.5.22.1. 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 the Institution, the Commonwealth of Virginia Auditor of Public Accounts, the Governor of Virginia, and the Members of the Joint Legislative Audit and Review Commission and is not intended to be, and should not be, used by anyone other than these specified parties.

Forvis Mazars, LLP

**Louisville, Kentucky
January 30, 2026**

**Virginia State University
Intercollegiate Athletics Program
Statement of Revenues and Expenses
June 30, 2025**

Attachment A

	Football	Men's Basketball	Men's Track	Men's Baseball	Women's Basketball	Women's Track	Other Sports	Nonprogram Specific	Total
Operating Revenues									
Ticket sales	\$ 222,175	\$ 860	\$ -	\$ -	\$ 860	\$ -	\$ -	\$ -	\$ 223,895
Student fees	-	-	-	-	-	-	-	5,633,310	5,633,310
Direct institutional support	-	-	-	-	-	-	-	3,493,375	3,493,375
Less transfers to institution	-	-	-	-	-	-	-	(623)	(623)
Indirect institutional support	-	-	-	-	-	-	-	212,271	212,271
debt service, lease, and rental fees	-	-	-	-	-	-	-	194,908	194,908
Guarantees	-	-	-	-	8,000	-	-	-	8,000
Contributions	-	-	-	-	-	-	-	269,092	269,092
NCAA distributions	-	-	-	-	-	-	-	15,478	15,478
Post-season non-football NCAA expense reimbursements	-	14,700	3,478	-	9,825	-	810	-	28,813
Conference distributions (nonmedia and nonpost-season)	1,000	-	10,259	-	-	500	-	-	11,759
Sports camp revenues	-	-	-	-	-	-	-	65,505	65,505
Athletics restricted endowment and investment income	-	-	-	-	-	-	-	3,507	3,507
Other operating revenue	-	-	1,713	-	-	1,713	-	170	3,596
Total Operating Revenues	223,175	15,560	15,450	-	18,685	2,213	810	9,886,993	10,162,886
Operating Expenses									
Athletic student aid	620,348	242,966	188,894	15,525	259,152	157,944	777,094	4,755	2,266,678
Guarantees	-	5,000	-	-	-	-	-	-	5,000
Coaching salaries, benefits, and bonuses paid by the University and related entities	717,094	387,361	119,766	28,912	301,934	119,766	598,607	-	2,273,440
Support staff/administrative compensation, benefits, and bonuses paid by the University and related entities	7,103	-	-	-	-	-	-	1,181,722	1,188,825
Recruiting	9,439	1,496	75	-	1,123	50	3,161	-	15,344
Team travel	131,586	66,364	31,903	45,507	68,709	26,447	242,173	-	612,689
Sports equipment, uniforms, and supplies	113,771	17,759	25,160	10,282	17,854	20,056	154,760	26,050	385,692
Game expenses	17,239	58,085	3,250	6,320	40,845	3,250	59,252	4,330	192,571
Sports camp expenses	-	4,476	-	-	-	-	-	24,547	29,023
Spirit groups	-	-	-	-	-	-	-	95,292	95,292
Athletic facility debt service	-	-	-	-	-	-	-	187,602	187,602
Athletic facility lease, and rental fees	-	-	-	-	-	-	-	7,305	7,305
Direct overhead and administrative expenses	6,580	5,100	350	-	500	350	-	282,603	295,483
Facilities maintenance and operations	2,225	-	-	-	-	-	-	365,274	367,499
Indirect institutional support	-	-	-	-	-	-	-	212,271	212,271
Indirect cost paid to the institution by athletics	210,241	121,623	44,396	21,770	98,607	39,840	229,257	449,300	1,215,034
Medical expenses and medical insurance	-	-	-	-	66	-	-	190,353	190,419
Memberships and dues	675	335	335	1,750	250	335	1,564	58,380	63,624
Other operating expenses	30,446	5,685	12,049	1,272	10,303	10,770	53,339	252,973	376,837
NCAA post-season non-football expenses	-	44,630	19,613	11,585	37,096	12,834	25,973	22,527	174,258
NCAA post-season non-football expenses - coaching compensation/ bonuses	-	4,000	-	-	4,000	-	-	-	8,000
Total Operating Expenses	1,866,747	964,880	445,791	142,923	840,439	391,642	2,145,180	3,365,284	10,162,886
Excess (Deficiency) of Revenues Over (Under) Expenses	\$(1,643,572)	\$(949,320)	\$(430,341)	\$(142,923)	\$(821,754)	\$(389,429)	\$(2,144,370)	\$6,521,709	\$-
Other Reporting Items									
Total Athletics related debt									\$ 190,562
Total institutional debt									\$ 145,752,620
Value of Athletics dedicated endowments									\$ 444,674
Value of institutional endowments									\$ 75,377,309
Total Athletics related capital expenditures									\$ 30,648

**Virginia State University
Intercollegiate Athletics Program
Notes to Statement of Revenues and Expenses
June 30, 2025**

Note 1. Basis of Presentation

The accompanying Statement of Revenues and Expenses (Statement) has been prepared on the accrual basis of accounting. The purpose of the Statement is to present a summary of revenues and expenses of the Intercollegiate Athletics Program (Athletics) of the Institution for the year ended June 30, 2025. The Statement includes both those revenues and expenses for Athletics under the direct accounting control of the Institution and those on behalf of the Institution's Athletics by outside organizations not under the Institution's accounting control. Because the Statement presents only a selected portion of the activities of the Institution, it is not intended to and does not present either the financial position, changes in financial position or cash flows for the year then ended. Revenues and expenses directly identifiable with each category of sport presented are reported accordingly. Revenues and expenses not directly identifiable to a specific sport are reported under the category "Nonprogram Specific."

Note 2. Affiliated Organizations

The Statement includes contributions of the Virginia State University Foundation (Foundation) made on behalf of Athletics. The Foundation was organized for fund-raising activities that support the welfare, efficiency, and general objectives of the Institution. The Foundation's support of Virginia State University Athletics totaled \$269,092.

Note 3. Endowment Funds

A. Quasi-Endowment

During fiscal year 1998, the Institution established a quasi-endowment fund for athletic scholarships and certain other expenses to support Athletics. The Institution has made deposits into the quasi-endowment fund using a portion of guarantees received for participation in specific sporting events. As of June 30, 2025, earnings on the \$109,000 corpus since its inception totaled \$266,442.

B. True-Endowment

As of June 30, 2025, earnings on the \$26,885 corpus since its inception totaled \$13,624.

Note 4. Capital Assets

Capital assets consisting of land, buildings, equipment, infrastructure assets, improvements other than buildings, inexhaustible works of art, intangible assets, and construction-in-progress are stated at appraised historical cost or actual cost, where determinable. Purchased or constructed capital assets are reported at actual cost or estimated historical cost. Donated capital assets are reported at acquisition value. Library materials are valued using purchase price for library acquisitions and are capitalized if the annual composite amount is \$5,000 or greater. Buildings and infrastructure are capitalized when the cost is \$100,000 or greater. Building renovations are capitalized when cost is \$100,000 or greater, and the asset value significantly increases, or the useful life is significantly extended. Equipment is capitalized when the acquisition cost is \$5,000 or greater and the estimated useful life is greater than one year. Expenses for construction-in-progress are capitalized as they are incurred. Intangible assets are capitalized when the acquisition cost is \$100,000 or greater.

**Virginia State University
Intercollegiate Athletics Program
Notes to Statement of Revenues and Expenses
June 30, 2025**

Depreciation is calculated using the straight-line method over the estimated useful life as follows:

Buildings	30 to 60 years
Infrastructure assets	15 to 20 years
Equipment	2 to 10 years
Intangible assets – computer software	5 to 10 years
Library books	5 years

A summary of capital asset balances for the year ended June 30, 2025, follows:

Depreciable capital assets		
Building and building improvements	\$ 40,526,104	
Infrastructure	5,541,079	
Equipment	<u>2,762,920</u>	
Total depreciable capital assets		<u>48,830,103</u>
Less accumulated depreciation		
Building and building improvements	14,540,452	
Infrastructure	4,031,641	
Equipment	<u>1,050,303</u>	
Total accumulated capital assets		<u>19,622,396</u>
Total capital assets, net		<u><u>\$ 29,207,707</u></u>

Note 5. Long-Term Debt

For debt related to Athletics, the Institution has issued Section 9(d) bonds pursuant to Article X of the Constitution of Virginia. These bonds are revenue bonds, which are limited obligations of the Institution payable exclusively from pledged general revenues and are not debt of the Commonwealth of Virginia, legally, morally, or otherwise. Pledged General Fund revenues include General Fund appropriations, tuition and fees, auxiliary enterprise revenues, and other revenues not required by law to be used for another purpose. The Institution participates in the Public Higher Education Financing Program (Pooled Bond Program) created by the Virginia General Assembly in 1996. The outstanding balance for the notes payable as of June 30, 2025, directly related to Rogers Stadium is \$190,562.

Description	Maturity	Balance at June 30, 2022
VSU Pooled Bonds – Rogers Stadium – 16121 05A Ref Portion	2026	\$ 190,000
Add unamortized premium (net of discount)		<u>562</u>
Total notes payable		<u><u>\$ 190,562</u></u>

Virginia State University
Intercollegiate Athletics Program
Notes to Statement of Revenues and Expenses
June 30, 2025

Long-term debt maturities:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2026	\$ 190,000	\$ 3,800	\$ 193,800
Plus unamortized premium	<u>562</u>	<u>-</u>	<u>562</u>
Total	<u>\$ 190,562</u>	<u>\$ 3,800</u>	<u>\$ 194,362</u>

Note 6. Indirect Institutional Support

The Institution provides certain facilities and services to Auxiliary Enterprises (AE). Athletics benefits from this indirect support, but the Institution does not charge Athletics for its share of these costs. In accordance with the NCAA's 2025 Agreed-Upon Procedures manual, the value of this support should be reported on the Statement on both the operating revenue and operating expense lines titled Indirect Institutional Support.

The Institution pays the debt service for athletic facilities but does not charge Athletics for the debt service payments. In accordance with the NCAA's 2025 Agreed-Upon Procedures manual, the value of these debt service payments for the current fiscal year is to be reported on the Statement on both the operating revenues line titled Indirect Institutional Support – Athletic Facilities Debt Service, Lease, and Rental Fees and the operating expenses lines titled Athletic Facilities debt service and Athletic facilities Leases, and Rental Fees.

Note 7. Other Expenses

Indirect cost paid to the Institution by Athletics – The Commonwealth's Appropriation Act requires that educational and general programs in institutions of higher education recover the full indirect cost of auxiliary enterprise programs. The Institution assesses each auxiliary unit an indirect charge to recover institutional educational and general administrative overhead costs. In fiscal year 2025, this charge to the Athletics Department amounted to \$1,215,034.

Plant fund expenses are not reflected in the accompanying schedules.

Virginia State University
Intercollegiate Athletics Program
Notes to Statement of Revenues and Expenses
June 30, 2025

VIRGINIA STATE UNIVERSITY
Petersburg, Virginia

BOARD OF VISITORS

As of June 30, 2025

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Vice Rector

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Faculty Representative

Mr. Marquis Mason
Student Representative

OFFICIALS

Dr. Makola M. Abdullah
President

Tiffani-Dawn B. Sykes
Associate VP of Intercollegiate Athletics Programs

Our procedures are described below. Our results and findings (greater than 0.1% of total revenue or total expenses) are also described below. Management representations or responses were added for further context and were not subject to our procedures.

Internal Controls

1. We obtained an understanding of Virginia State University's (Institution) internal control structure and those controls unique to the Intercollegiate Athletics Program (Athletics).

Affiliated and Outside Organizations

1. Athletics' management identified all related affiliated and outside organizations and provided us with copies of audited financial statements for each such organization for the reporting period. Management represented that the audited financial statements were not yet available for the Virginia State University Foundation.
2. Athletics' management prepared and provided to us a summary of revenues and expenses for or on behalf of Athletics by affiliated and outside organizations included in the Statement of Revenues and Expenses (Statement) (Attachment A).
3. Athletics' management provided to us any additional reports regarding internal control matters identified during the audits of affiliated and outside organizations performed by independent public accountants. We were not made aware of any internal control findings that would impact our Statement.

Statement of Revenues and Expenses

1. We will obtain the Statement for the year ended June 30, 2025, as prepared by management. We will compare the revenue and expense amounts reported on the Statement to the supporting schedules prepared by management of the Institution for relevant revenue and expense categories, which are greater than 4.0% of total operating revenues and operating expenses.

Results and Findings: No matters are reportable.

2. We will compare a sample of five items from the operating revenues, receipts, and operating expenses, except for student aid, obtained from the above Statement to adequate supporting schedules. For the student aid population, we will follow the NCAA Agreed-Upon Procedures suggested sample size of 40 or 60 as applicable. If the population is less than five or is based on monthly or quarterly occurrences a sample of two to four items is required.

Results and Findings: See procedures #4 to #72.

3. We will compare each major revenue and expense category over 10% of the total revenues or expenses in the Statement to prior year amounts and current year budgeted amounts. We will obtain and document an understanding of any significant variances greater than 10% from prior year amounts or current year budget estimates.

Results and Findings:

Current year actual versus prior year actual:

- Student Fees – Increased \$901,390 due to an increase in the comprehensive fee allocated for Athletics along with an increase in student enrollment.

Current year actual versus current year budget:

- The Institution represented that it does not budget by the revenue and expense line items on the Statement; therefore, no procedures were performed.

Ticket Sales

4. For football and men's basketball ticket revenue, we will compare the detail of tickets sold, complimentary tickets provided, and unsold tickets to the related revenue reported by the Institution in the Statement and the related attendance figures and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Student Fees

5. We will compare and agree student fees reported by the Institution in the Statement to student enrollments and recalculate totals.

Results and Findings: This Institution does not directly report Student Fees based on student enrollment. We recalculated totals based off budgeted amounts. No matters are reportable.

6. We will obtain and document an understanding of the Institution's methodology for allocating student fees to Athletics and inquire of the Institution's management as to whether there were any significant changes from prior year.

Results and Findings: No matters are reportable.

7. If Athletics is reporting that an allocation of student fees should be countable as generated revenue, we will recalculate the totals of Athletics' methodology for supporting that they are able to count each sport. We will agree the calculation to supporting documents, such as seat manifests, ticket sales reports, and student fee totals.

Results and Findings: The Institution does not perform an allocation; therefore, no procedures were performed.

Direct State or Other Governmental Support

8. We will compare the direct state or other governmental support recorded by the Institution during the reporting period with state appropriations, Institution authorizations, and/or other corroborative supporting documentation and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Direct Institutional Support

9. We will compare the direct institutional support recorded by the Institution during the reporting period with supporting budget transfers documentation and other corroborative supporting documentation and recalculate totals.

Results and Findings: No matters are reportable.

Transfers Back to Institution

10. We will compare the transfers back to the Institution with permanent transfers back to the Institution from Athletics and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Indirect Institutional Support and Indirect Institutional Support – Athletic Facilities Debt Service, Lease and Rental Fees

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11. We will compare the indirect institutional support and indirect institutional support – athletic facilities debt service, lease and rental fees recorded by the Institution during the reporting period with expense payments, cost allocation detail, and other corroborative supporting documentation and recalculate totals.

Results and Findings: Statement line items were less than 4% of total revenues and expenses; therefore, no procedures were performed.

Guarantees

12. We will select a sample of five settlement reports for away games during the reporting period and agree the selection to the Institution's general ledger and/or the Statement and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

13. We will select a sample of five contractual agreements pertaining to revenues derived from guaranteed contests during the reporting period and compare and agree the selection to the Institution's general ledger and/or the Statement and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Contributions

14. We will obtain a listing of all contributions of money, goods, or services received directly by Athletics from any affiliated or outside organization, agency, or group of individuals (two or more). For any individual contributions greater than 10% of total contributions received, we will obtain and review supporting documentation, and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

In-Kind

15. We will compare the in-kind revenue recorded by the Institution during the reporting period with a schedule of in-kind donations and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Compensation and Benefits Provided by a Third Party

16. We will 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 five items from the Summary and compare and agree the selection to supporting documentation, the Institution's general ledger, and/or the Summary and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Media Rights

17. We will obtain and inspect agreements to understand the Institution's total media rights received by the Institution or through its conference offices as reported in the Statement.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

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18. We will 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.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

NCAA Distributions

19. We will compare the amount recorded in the Statement to the supporting schedule or general ledger detail for NCAA distributions and recalculate the totals. We will agree the schedule to supporting documentation from the NCAA.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

NCAA Host Revenue Settlements

20. We will compare the amount recorded in the Statement to the supporting schedule or general ledger detail for NCAA host revenue settlements received from the NCAA and recalculate the totals. We will agree the schedule to supporting documentation from the NCAA.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Post-Season Non-Football NCAA Expense Reimbursements

21. We will compare the amount recorded in the Statement to the supporting schedule or general ledger detail for a post-season non-football NCAA expense reimbursement and recalculate the totals. We will agree the schedule to supporting documentation from the NCAA.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Conference Distributions (Nonmedia and Nonpost-season) and Conference Distributions of Post-Season Generated Revenue

22. We will obtain and read agreements related to the Institution's conference distributions and participation in revenues from tournaments during the reporting period for relevant terms and conditions.

Results and Findings: Conference Distributions (Nonmedia and Nonpost-season) Statement line item was less than 4% of total revenues; therefore, no procedures were performed. There were no revenues for conference distributions of post-season generated revenue; therefore, no procedures were performed.

23. We will compare and agree the related revenues to the Institution's general ledger and/or the Statement and recalculate totals.

Results and Findings: Conference Distributions (Nonmedia and Nonpost-season) Statement line item was less than 4% of total revenues; therefore, no procedures were performed. There were no revenues for conference distributions of post-season generated revenue; therefore, no procedures were performed.

Program Sales, Concessions, Novelty Sales, and Parking

24. We will obtain supporting schedules for revenue reported in the Statement from program sales, concessions, novelty sales, and parking and agree the amounts to the Statement and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Royalties, Licensing, Advertisement, and Sponsorships

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25. We will obtain and read agreements related to the Institution's participation in revenues from royalties, licensing, advertisements, and sponsorships during the reporting period to gain an understanding of the relevant terms and conditions.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

26. We will compare and agree the related revenues to the Institution's general ledger and/or the Statement and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Sports Camp Revenues

27. We will obtain and read sports camp contract(s) between the Institution and person(s) conducting the Institution's sports camps or clinics during the reporting period to obtain an understanding of the Institution's methodology for recording revenues from sports camps.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

28. We will obtain schedules of camp participants and select a sample of five individual camp participant cash receipts from the schedule of sports camp participants and agree the selection to the Institution's general ledger and/or the Statement and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Athletics Restricted Endowment and Investment Income

29. We will obtain and read endowment agreements (if any) to gain an understanding of the relevant terms and conditions.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

30. We will 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 and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Other Operating Revenue

31. We will obtain support schedules for other revenue reported in the Statement and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Post-Season Football Expense Reimbursements

32. We will obtain and read agreements related to the Institution's revenues from post-season football expense reimbursements during the reporting period to gain an understanding of the relevant terms and conditions.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

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33. We will compare and agree the related revenues to the Institution's general ledger and/or Statements and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Athletic Student Aid

34. We will select a sample of students (if the Institution used CA software, the sample is the lesser of 10% or 40 student-athlete recipients; if the Institution did not use CA software, the sample is the lesser of 20% or 60 student-athlete recipients) from the listing of student aid recipients during the reporting period.

Results and Findings: We selected a sample of 24 students from the listing of student aid recipients during the reporting period. No matters are reportable.

35. We will obtain individual student-account detail for each selection and compare total aid per the Institution's student information system to the student's detail in the Institution report that ties directly to the NCAA Membership Financial Reporting System.

Results and Findings: No matters are reportable.

36. We will compare information for each student selected to their information reported in the NCAA's CA software or the NCAA Membership Financial Reporting System, using the following criteria:

- a. We will compare the equivalency value in the CA software for each student athlete (rounded to two decimal places) to supporting documentation.
- b. We will note whether grants-in-aid were calculated by using the revenue distribution equivalencies by sport and in aggregate (athletic grant amount divided by the full grant amount).
- c. We will note whether other expenses related to attendance (also known as cost of attendance) are excluded from grants-in-aid revenue distribution equivalencies. Only tuition, fees, room, board, and course-related books were counted for grants-in-aid revenue distribution per Bylaw 20.02.10.
- d. We will note whether the maximum equivalency limits exceed maximum equivalency limits.
- e. We will note whether the grant amount represented the full cost of tuition for an academic year, rather than a semester.
- f. If an athlete participated in more than one sport, we will note whether the award was only included in one sport.
- g. We will note whether Athletics' grants were for sports in which the NCAA conducts championships competition, emerging sports for women and bowl subdivision football.
- h. We will note whether grants-in-aid were for sports that meet the minimum contests and participants' requirements of Bylaw 20.9.6.3.
- i. We will note whether any of the selected items represented grants to student-athletes listed on the calculation of revenue distribution equivalencies report as "exhausted eligibility" or "medical."
- j. We will note whether any sports were discontinued during the fiscal year.
- k. We will note whether any of the student-athletes selected had exhausted their Athletics' eligibility.
- l. If a selected student received a Pell Grant, we will note whether the value of the grant was excluded from the calculation of equivalencies or the total dollar amount of student athletic aid expense for the Institution.

- m. If a student received a Pell Grant, we will compare the student's total grant to the total number and total value of Pell Grants reported for revenue distribution purposes in the NCAA Membership Financial Reporting System.

Results and Findings: No procedures were performed as Virginia State University is a Division II institution.

37. We will recalculate the detail amounts of athletic student aid and agree it to the total per the Statement. We will recalculate totals for each sport and overall.

Results and Findings: No matters are reportable.

Guarantees

38. We will obtain and inspect a sample of five visiting institution's away-game settlement reports received by the Institution during the reporting period and agree related expenses to the general ledger and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

39. We will obtain and inspect a sample of five contractual agreements pertaining to expenses recorded by the Institution during the reporting period from guaranteed contests and agree related expenses to the general ledger and/or Statement and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Coaching Salaries, Benefits, and Bonuses Paid by the Institution and Related Entities

40. We will obtain and inspect a listing of coaches employed by the Institution and related entities during the reporting period and select a sample of five coaches' contracts that will include football and men's and women's basketball from the above listing.

Results and Findings: No matters are reportable.

41. We will 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 and Findings: No matters are reportable.

42. We will obtain and inspect payroll summary registers for the reporting year for each selection. We will 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 and Findings: No matters are reportable.

43. We will compare and agree the totals recorded to any employment contracts executed for the sample selected and recalculate totals.

Results and Findings: No matters are reportable.

Coaching Salaries, Benefits and Bonuses paid by a Third Party

44. We will obtain and inspect a listing of coaches employed by third parties during the reporting period and select a sample of five coaches' contracts that will include football and men's and women's basketball from the above listing.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

45. We will 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.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

46. We will obtain and inspect payroll summary registers for the reporting year for each selection. We will compare and agree payroll summary registers from the reporting period to the coaching other compensation and benefits paid by third-party expenses recorded by the Institution in the Statement during the reporting period.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Support Staff/Administrative Compensation, Benefits, and Bonuses Paid by the Institution and Related Entities

47. We will select a sample of five support staff/administrative personnel employed by the Institution and related entities during the reporting period.

Results and Findings: No matters are reportable.

48. We will obtain and inspect reporting period summary payroll register for the selection. We will 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 and Findings: No matters are reportable.

Support Staff/Administrative Compensation, Benefits and Bonuses Paid by a Third Party

49. We will select a sample of five support staff/administrative personnel employed by a third party during the reporting period.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

50. We will obtain and inspect reporting period summary payroll register for the selection. We will compare and agree the related summary payroll register 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 and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Severance Payments

51. We will select a sample of five employees receiving severance payments by the Institution during the reporting period and agree the severance payment to the related termination letter or employment contract and recalculate totals.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Recruiting

52. We will obtain an understanding of the Institution's recruiting expense policies and compare to existing Institution and NCAA-related policies.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

53. We will obtain general ledger detail of recruiting expenses and compare to amounts reported in the Statement and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Team Travel

54. We will obtain an understanding of the Institution's team travel policies and compare to existing Institution and NCAA-related policies.

Results and Findings: No matters are reportable.

55. We will obtain general ledger detail of team travel expenses and compare to amounts reported in the Statement and recalculate totals.

Results and Findings: No matters are reportable.

Sports Equipment, Uniforms and Supplies

56. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Game Expenses

57. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Fundraising, Marketing, and Promotion

58. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Sports Camp Expenses

59. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Spirit Groups

60. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Athletic Facilities Debt Service, Leases, and Rental Fees

61. We will obtain a listing of debt service schedules, lease payments, and rental fees for Athletics' facilities and agree to the general ledger. We will compare a sample of facility payments, including the top five highest facility payments, to additional supporting documentation and recalculate totals.

Results and Findings: Athletic facilities debt service expenses were less than 4% of total expenses; therefore, no procedures were performed. Athletic facility leases and rental fees expenses were less than 4% of total expenses; therefore, no procedures were performed.

Direct Overhead and Administrative Expenses

62. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Facilities Maintenance and Operations

63. We will obtain general ledger detail and compare to the total expenses reported. We will select sample of five transactions from general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Finds: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Indirect Costs Paid to the Institution by Athletics

64. We will obtain general ledger detail and compare to supporting documentation.

Results and Findings: No matters are reportable.

Medical Expenses and Medical Insurance

65. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Memberships and Dues

66. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Other Operating Expenses

67. We will obtain general ledger detail and compare to the total expenses reported, excluding enhanced educational benefits and tournament entry fees. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: We noted one selection for \$24,558 was for the purchase of equipment, which was a capital expenditure, and incorrectly included in other operating expenses. This selection was subsequently removed from other operating expenses and properly recorded as a capital expenditure within the other reporting items of the Statement.

Student-Athlete Meals

68. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Post-Season Football Expenses, Post-Season Football Expenses – Coaching Compensation/Bonuses, and NCAA Football Host Expense Settlements

69. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: There were no expenses in these line items in the Statement; therefore, no procedures were performed.

NCAA Post-Season Non-Football Expenses, NCAA Post-Season Non-Football Expenses – Coaching Compensation/Bonuses, and NCAA Non-Football Host Expense Settlements

70. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line items NCAA Post-Season Non-Football Bowl Expenses and NCAA Post-Season Expenses – Coaching Compensation/Bonuses were less than 4% of total expenses; therefore, no procedures were performed. There were no expenses in the Statement for NCAA Non-Football Host Expense Settlement; therefore, no procedures were performed.

Enhanced Educational Expenses (Alston or Other)

71. We will obtain general ledger detail and compare to the expenses reported. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Institutional NIL Revenue Share

72. We will obtain general ledger detail and compare to the total settlement-related cash benefit expenses reported for student-athletes and/or athlete families. We will select a sample of five transactions from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Additional Minimum Agreed-Upon Procedures

73. We will compare and agree the sports sponsored reported in the NCAA Membership Financial Reporting System to the supporting equivalency calculations of the Institution. We will compare current year grants-in-aid revenue distributions equivalencies to prior year reported equivalencies per the Membership Financial Report submission and note any variances greater than 4%.

Results and Findings: No procedures were performed as Virginia State University is a Division II institution.

74. We will obtain the Institution's Sports Sponsorship and Demographics Forms Report for the reporting year. We will validate that the countable sports reported by the Institution meet the minimum requirements set forth by Bylaw 20.9.6.3 for the number of contests and the number of participants in each contest that is counted toward meeting the minimum contest requirement. Once countable sports have been confirmed, we will ensure that the Institution has properly reported these sports as countable for revenue distribution purposes within the NCAA Membership Financial Reporting System. We will compare the current year's number of sports sponsored to prior year reported total per the Membership Financial Report submission.

Results and Findings: No procedures were performed as Virginia State University is a Division II institution.

75. We will agree the total number of Division I student-athletes who, during the academic year, received a Pell Grant award 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 system, of all student-athlete Pell Grants. We will compare the current year Pell Grants total to the prior year reported total per the Membership Financial Report submission and note any variance greater or less than 20 grants.

Results and Findings: No procedures were performed as Virginia State University is a Division II institution.

Minimum Agreed-Upon Procedures for Other Reporting Items

Excess Transfers to the Institution and Conference Realignment Expenses

76. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of five transactions to agree to supporting documentation and recalculate totals.

Results and Findings: There were no excess transfers to the Institution or conference realignment expenses for the reporting period; therefore, no procedures were performed.

Total Athletics-Related Debt

77. We will obtain repayment schedules for all outstanding athletics-related debt during the reporting period and recalculate annual maturities. We will agree the total annual maturities and total outstanding athletic-related debt to supporting documentation and the general ledger.

Results and Findings: No matters are reportable.

Total Institutional Debt

78. We will agree the total outstanding debt of the Institution to supporting documentation and the Institution's audited financial statements.

Results and Findings: We agreed the total outstanding debt of the Institution to supporting documentation and draft financial statements, as the audited financial statements were not yet available.

Value of Athletics-Dedicated Endowments

79. We will obtain a schedule of all Athletics-dedicated endowments maintained by Athletics, the Institution and affiliate organizations. We will agree the fair market value in the schedule(s) to supporting documentation and the general ledger.

Results and Findings: No matters are reportable.

Value of Institutional Endowments

80. We will agree the fair market value of the Institution's endowments to supporting documentation and the general ledger.

Results and Findings: We noted a difference of \$103,330 when comparing the fair market value of the Institution's endowments to supporting documentation. Management represented the difference is due to a timing difference with transactions occurring at year end.

Total Athletics-Related Capital Expenditures

81. We will obtain a schedule of Athletics-related capital expenditures made by Athletics, the Institution, and affiliated organizations during the reporting period.

Results and Findings: No matters are reportable.

82. We will obtain general ledger detail and compare to the total expenses report. We will select a sample of five transactions and compare to supporting documentation and recalculate totals.

Results and Findings: No matters are reportable.