



GEORGE MASON UNIVERSITY

INTERCOLLEGIATE ATHLETICS PROGRAMS FOR THE YEAR ENDED JUNE 30, 2018

Auditor of Public Accounts
Martha S. Mavredes, CPA

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Martha S. Mavredes, CPA
Auditor of Public Accounts

Commonwealth of Virginia

Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

January 25, 2019

The Honorable Ralph S. Northam
Governor of Virginia

The Honorable Thomas K. Norment, Jr.
Chairman, Joint Legislative Audit
And Review Commission

Ángel Cabrera
President, George Mason University

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

We have performed the procedures enumerated below, which were agreed to by the President of **George Mason University**, solely to assist the University in evaluating whether the accompanying Schedule of Revenues and Expenses of Intercollegiate Athletics Programs of the University is in compliance with National Collegiate Athletic Association (NCAA) Constitution 3.2.4.15.1, for the year ended June 30, 2018. University management is responsible for the Schedule of Revenues and Expenses of Intercollegiate Athletics Programs (Schedule) and the Schedule's compliance with NCAA requirements. The sufficiency of the procedures is solely the responsibility of the University. Consequently, we make no representation regarding sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Agreed-Upon Procedures Related to the Schedule of Revenues and Expenses of Intercollegiate Athletics Programs

Procedures described below were limited to material items. For the purpose of this report, and as defined in the agreed-upon procedures, items are considered material if they exceed four percent of total revenues or total expenses, as applicable. The procedures that we performed and our findings are as follows:

Internal Controls

1. We reviewed the relationship of internal control over Intercollegiate Athletics Programs to internal control reviewed in connection with our audit of the University's financial statements. In addition, we identified and reviewed those controls unique to Intercollegiate Athletics Programs, which were not reviewed in connection with our audit of the University's financial statements.

2. Intercollegiate Athletics Department management provided a current organizational chart. We also made certain inquiries of management regarding control consciousness, the use of internal audit in the department, competence of personnel, protection of records and equipment, and controls regarding information systems with the information technology department.
3. Intercollegiate Athletics Department management provided us with their process for gathering information on the nature and extent of affiliated and outside organizational activity for or on behalf of the University's Intercollegiate Athletics Programs. We tested these procedures as noted below.

Affiliated and Outside Organizations

4. Intercollegiate Athletics Department management identified all intercollegiate athletics-related affiliated and outside organizations and provided us with copies of audited financial statements for each such organization for the reporting period.
5. Intercollegiate Athletics Department management prepared and provided to us a summary of revenues and expenses for or on behalf of the intercollegiate athletics programs by affiliated and outside organizations included in the Schedule.
6. Intercollegiate Athletics Department 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.

Schedule of Revenues and Expenses of Intercollegiate Athletics Programs

7. Intercollegiate Athletics Department management provided to us the Schedule of Revenues and Expenses of Intercollegiate Athletics Programs for the year ended June 30, 2018, as prepared by the University and shown in this report. We recalculated the addition of the amounts in the Schedule, traced the amounts on the Schedule to management's trial balance worksheets, and agreed the amounts in management's trial balance worksheets to the Intercollegiate Athletics Department's accounts in the accounting records. Certain adjustments to the Schedule were necessary to conform to NCAA reporting guidance. We discussed the nature of adjusting journal entries with management and are satisfied that the adjustments are appropriate.
8. We compared each major revenue and expense account over ten percent of total revenues or total expenses, respectively, to prior period amounts and budget estimates. Variances exceeding ten percent of prior period amounts or budget estimates are explained below:

Line Item	Explanation
Direct Expenditures Budget Pool (Budget Item)	Actual expenses exceeded budgeted expenses for the direct expenditures budget pool by \$1.9 million or 16.6 percent. The primary causes for the variance include increases in the cost of athletic officials, game guarantees, food service for athletes, and laundry services. Additionally, team travel expenses exceeded budgeted expenses due to increases in the cost of meals and lodging and a team related foreign trip. Supplies expenses exceeded estimates due to clothing and team equipment expenses and an increase in tuition increased scholarship expenses year over year.

Revenues

9. We obtained the amount of ticket sales revenue reported in the Schedule. This amount was deemed to be immaterial for detailed testing.
10. We obtained documentation of the institution's methodology for allocating student fees to intercollegiate athletics programs. We compared student fees reported in the Schedule to amounts reported in the accounting records and an expected amount based on fee rates and enrollment. We found these amounts to be substantially in agreement with minor differences attributed to the methodology used for projecting student fee revenue.
11. We compared amounts reported in the Schedule for direct institutional support to institutional budget transfer documentation and/or other corroborative supporting documentation, and noted them to be substantially in agreement.
12. We compared amounts reported in the Schedule for indirect institutional support to expense payments, cost allocation detail and other corroborative supporting documentation and noted them to be substantially in agreement.
13. We ensured the Schedule properly includes revenue related to debt service, leases, and rental fees paid by the institution for or on behalf of athletics.
14. We obtained the amount of game guarantee revenue reported in the Schedule. This amount was deemed to be immaterial for detailed testing.
15. Intercollegiate Athletics Department management provided us with a listing of all contributions of moneys, goods or services received directly by the Intercollegiate Athletics Programs from any affiliated or outside organization, agency or group of

individuals that constitutes ten percent or more of all contributions received during the reporting period. Except for contributions received from the George Mason University Foundation, an affiliated organization, we noted no individual contribution, which constituted more than ten percent of total contributions received for Intercollegiate Athletics Programs. \$504,041 was removed from contributions revenue to correct an error resulting from double counting certain contributions during preparation of the Schedule. \$504,041 was also removed from the expense line item fundraising, marketing, and promotion to correct double counting of associated expenses reported in the Schedule. After this adjustment, we reviewed contributions from the George Mason University Foundation, which exceeded ten percent of all contributions and agreed them to supporting documentation.

16. We obtained the amount of media rights revenue reported in the Schedule. This amount was deemed to be immaterial for detailed testing.
17. We obtained the amount of revenue from tournaments, conference distributions, and NCAA distributions reported in the Schedule. These amounts were deemed to be immaterial for detailed testing.
18. We obtained the amount of program, novelty, parking, and concession sales revenue reported in the Schedule. This amount was deemed to be immaterial for detailed testing.
19. Intercollegiate Athletics Department management provided us with a listing and copies of all agreements related to participation in revenues from royalties, licensing, advertisements, and sponsorships. We inspected the terms of the agreements and agreed selected amounts to proper posting in the accounting records and supporting documentation.
20. We obtained the amount of athletics restricted endowment and investment income reported in the Schedule. This amount was deemed to be immaterial for detailed testing.
21. We obtained the amount of other operating revenue reported in the Schedule. This amount was deemed to be immaterial for detailed testing.

Expenses

22. Intercollegiate Athletics Department management provided us a listing of institutional student aid recipients during the reporting period. Since the University used the NCAA Compliance Assistant software to prepare athletic aid detail, we selected ten percent of individual student-athletes across all sports and obtained the students' account detail from the institution's student information system. We agreed each student's information to the information reported in the NCAA Membership Financial Reporting System. We also ensured that the total aid amount for each sport agreed to amounts reported as Financial Aid in the student accounting system. We performed a check of selected

students information as reported in the NCAA's Compliance Assistant software (or NCAA Membership Financial Reporting System) to ensure proper calculation of revenue distribution equivalencies. \$11,724 of expenses for cheerleading scholarships were reclassified from this line item and moved to spirit groups, in accordance with NCAA Agreed Upon Procedures. Following the adjustment, we found amounts in the athletic student aid and spirit groups line items to be properly stated.

23. We obtained the amount of game guarantee expense reported in the Schedule. This amount was deemed to be immaterial for detailed testing.
24. Intercollegiate Athletics Department management provided us with a listing of coaches, support staff, and administrative personnel employed and paid by the University during the reporting period. We selected and tested individuals, including men's and women's basketball coaches, and compared amounts paid during the fiscal year from the payroll accounting system to their contract or other employment agreement document. This line item was increased by \$934,202, due to reclassifications of athletic department staff salary expenses, which were incorrectly reported in the game expenses and fundraising, marketing, and promotion line items. After these adjustments, we found that recorded expenses equaled amounts paid as salary and bonuses and were in agreement with approved contracts or other documentation.
25. We obtained the Intercollegiate Athletics Department's written recruiting and team travel policies from Intercollegiate Athletics Department management and documented an understanding of those policies. We compared these policies to existing University and NCAA policies and noted substantial agreement of those policies.
26. We selected a sample of disbursements for team travel and, fundraising, marketing, and promotion. We compared and agreed the selected operating expenses to adequate supporting documentation. We found all reviewed amounts to be properly approved, reasonable to intercollegiate athletics, and properly recorded in the accounting records.
27. We obtained a listing of debt service payments for athletics facilities for the reporting year. We agreed all significant facility payments included in the Schedule, including the two highest facility payments, and agreed them to supporting documentation.
28. We obtained an understanding of the University's methodology for charging indirect cost to the athletic department. We evaluated indirect cost charges for reasonableness and noted proper reporting of these charges in the Schedule.

Other Reporting Items

29. We obtained repayment schedules for all outstanding intercollegiate athletics debt during the reporting period. We recalculated annual maturities reporting in the notes to the

Schedule and agreed total annual maturities and total outstanding athletic related debt to supporting documentation.

- 30. We agreed total outstanding institutional debt to supporting debt schedules and the University's unaudited financial statements and general ledger, as the audited financial statements were not yet available.
- 31. We agreed the fair value of athletics dedicated endowments to supporting documentation provided by the University.
- 32. We agreed the fair value of institutional endowments to supporting documentation, including the audited financial statements of the University's Foundation. This line item was increased by \$76,926,349 to correctly report all endowments related to the University.
- 33. We obtained a schedule of athletics related capital expenditures made during the period. We selected a sample of transactions to validate existence and accuracy of recording and recalculated totals.

Additional Procedures

- 34. We compared the sports sponsored, as reported in the NCAA Membership Financial Reporting System, to the Calculation of Revenue Distribution Equivalencies Report (CRDE) from the NCAA's Compliance Assistant software for the institution. We noted agreement of the sports reported.
- 35. We obtained the institution's Sports Sponsorship and Demographics Forms Report for the reporting year. We validated that the countable sports identified by the institution met the minimum requirements for number of contests and minimum number of participants as defined in NCAA Bylaw 20.9.6.3. We ensured that countable sports have been properly identified in the NCAA Membership Financial Reporting System for the purpose of revenue distribution calculations.
- 36. We obtained a listing of student-athletes receiving Pell Grant awards from the institution's student information system and agreed the total value of these Pell Grants to the amount reported in the NCAA Membership Financial Reporting System. We found differences in Pell grants reported in the NCAA Membership Financial Reporting System for four student-athletes. The differences between the student information system and NCAA Membership Financial Reporting System resulted in a net over reporting of Pell grants by \$7,791 in the NCAA Membership Financial Reporting System. The differences were primarily the result of not updating Pell grant award information in the NCAA Membership Financial Reporting System following changes in student status, withdrawals, or changes to course load, which result in changes in the amount awarded to the student-athlete.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an audit, the objective of which would be the expression of an opinion on the Schedule of Revenues and Expenses of Intercollegiate Athletics Programs or any of the accounts or items referred to above. Accordingly, we do not express such an opinion. Had we performed additional procedures or had we conducted an audit of any financial statements of the Intercollegiate Athletics Department of George Mason University in accordance with generally accepted auditing standards, other matters might have come to our attention that would have been reported to the University. This report relates only to the accounts and items specified above and does not extend to the financial statements of George Mason University or its Intercollegiate Athletics Department taken as a whole.

This report is intended solely for the information and use of the President and the University and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

AUDITOR OF PUBLIC ACCOUNTS

EMS/clj

GEORGE MASON UNIVERSITY
SCHEDULE OF REVENUES AND EXPENSES OF
INTERCOLLEGIATE ATHLETICS PROGRAMS
For the year ended June 30, 2018

	Men's Basketball	Women's Basketball	Men's Soccer	Women's Soccer	Men's Track	Women's Track	Other Sports	Non-Program Specific	Total
Operating revenues:									
Ticket sales	\$ 771,727	\$ 39,985	\$ 9,730	\$ 10,622	\$ 3,852	\$ 3,375	\$ 36,183	\$ -	\$ 875,474
Student fees	-	-	-	-	-	-	-	15,630,862	15,630,862
Direct institutional support	-	-	-	-	-	-	-	2,072,469	2,072,469
Indirect institutional support	-	-	-	-	-	-	-	1,265,987	1,265,987
Indirect institutional support - athletic facilities debt service, lease and rental fees	-	-	-	-	-	-	-	5,534,116	5,534,116
Guarantees	160,000	7,500	-	-	-	-	5,000	-	172,500
Contributions	250,512	22,635	4,095	13,579	17,947	7,000	285,768	363,101	964,637
Media rights	-	-	-	-	-	-	-	171,351	171,351
NCAA distributions	-	-	-	-	2,270	1,988	4,108	1,167,806	1,176,172
Conference distributions (non-media or bowl)	15,860	10,351	-	-	7,191	6,299	15,738	104,663	160,102
Program, novelty, parking, and concession sales	-	-	-	-	416	364	-	4,133	4,913
Royalties, licensing, advertisement and sponsorships	438,856	-	-	-	-	-	227	2,125,485	2,564,568
Athletics restricted endowment and investments income	-	-	-	-	-	-	-	40,130	40,130
Other operating revenue	9,662	586	101	89	16,119	14,121	69,390	63,774	173,842
Total operating revenues	1,646,617	81,057	13,926	24,290	47,795	33,147	416,414	28,543,877	30,807,123
Operating expenses:									
Athletic student aid	879,488	1,045,804	489,334	545,199	455,198	673,641	2,490,562	98,763	6,677,989
Guarantees	359,925	41,500	-	-	-	-	10,000	-	411,425
Coaching salaries, benefits, and bonuses paid by the University and related entities	1,616,780	663,705	232,306	238,864	214,208	187,653	1,582,268	-	4,735,784
Support staff/administrative compensation, benefits, and bonuses paid by the University and related entities	417,541	144,830	565	-	-	-	403	4,493,195	5,056,534
Recruiting	117,573	164,359	13,926	20,668	9,689	8,488	99,433	-	434,136
Team travel	697,896	279,307	55,042	62,566	206,641	181,235	944,403	77,856	2,504,946
Sports equipment, uniforms, and supplies	109,178	98,066	26,503	27,193	61,051	53,482	305,547	508,916	1,189,936
Game expenses	133,085	86,469	11,719	10,655	16,511	14,464	95,553	292,892	661,348
Fundraising, marketing and promotion	-	-	-	-	-	-	-	746,888	746,888
Spirit groups	22,515	22,514	-	-	-	-	-	(8,612)	36,417
Athletic facility debt service	-	-	-	-	-	-	-	5,534,116	5,534,116
Direct overhead and administrative expenses	16,653	9,940	591	258	2,216	1,941	28,093	332,787	392,479
Indirect cost paid to the institution by athletics	-	-	-	-	-	-	-	1,265,987	1,265,987
Medical expenses and insurance	7,733	3,465	457	218	565	495	2,903	192,218	208,054
Memberships and dues	1,290	520	760	665	488	428	5,104	124,805	134,060
Student-Athlete Meals (non-travel)	32,260	45,575	14,670	22,054	29,309	25,676	101,018	8,733	279,295
Other operating expenses	81,350	26,222	4,414	11,158	31,269	18,460	225,577	139,279	537,729
Total operating expenses	4,493,267	2,632,276	850,287	939,498	1,027,145	1,165,963	5,890,864	13,807,823	30,807,123
Excess (deficiency) of revenues over (under) expenses	\$ (2,846,650)	\$ (2,551,219)	\$ (836,361)	\$ (915,208)	\$ (979,350)	\$ (1,132,816)	\$ (5,474,450)	\$ 14,736,054	\$ -
Other Reporting Items:									
Total athletics-related debt									\$ 31,445,868
Total institutional debt									\$ 575,750,558
Value of athletics-dedicated endowments									\$ 2,141,131
Value of institutional endowments									\$ 84,946,434
Total athletics-related capital expenditures									\$ 967,026

The accompanying Notes to the Schedule of Revenues and Expenses of Intercollegiate Athletics Programs are an integral part of this Schedule.

GEORGE MASON UNIVERSITY
NOTES TO SCHEDULE OF REVENUES AND EXPENSES OF
INTERCOLLEGIATE ATHLETICS PROGRAMS
FOR THE YEAR ENDED JUNE 30, 2018

1. BASIS OF PRESENTATION

The accompanying Schedule of Revenues and Expenses of Intercollegiate Athletics Programs has been prepared on the accrual basis of accounting. The purpose of the Schedule is to present a summary of accrual basis revenues and expenses of the University's intercollegiate athletics programs for the year ended June 30, 2018. The Schedule includes both those intercollegiate athletic revenues and expenses under the direct accounting control of the University and those on behalf of the University's athletic programs by outside organizations not under the University's control. Because the Schedule presents only a selected portion of the University's activities, it is not intended to and does not present the financial position, changes in financial position, or changes in cash flows for the fiscal year ended June 30, 2018. 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, "Non-program specific."

2. RELATED PARTY TRANSACTIONS

The Schedule includes transactions of the Patriot Club of George Mason University Foundation, Inc. This Foundation was organized for fund-raising activities that either support the University or benefit specific schools within the University. The Foundation provided \$986,782 in support of University athletics in the form of direct contributions and other expenses for the fiscal year ended June 30, 2018. This amount includes \$42,144, which was used to fund capital expenses. An additional amount of \$304,509 was received at the end of the previous fiscal year and was spent on capital projects in the current fiscal year. Per NCAA reporting requirements, capital expenses are not recorded in the Schedule of Revenues and Expenses.

3. CAPITAL ASSETS

Capital assets include land, buildings and other improvements, equipment, and infrastructure. Capital assets are generally defined by the University as assets with an initial cost of \$5,000 or more and an estimated useful life in excess of one year. Athletics follows the University policy and procedures for the approval and disposal of capital assets. Depreciation is computed using the straight-line method over the estimated useful life of the asset with no residual value.

The following comprises athletics-related property and equipment at June 30, 2018:

Buildings	\$89,103,962
Construction in progress	170,591
Equipment	5,455,470
Improvements	11,002,740
Accumulated depreciation	<u>(53,106,673)</u>
Net property and equipment	<u>\$52,626,090</u>

4. VCBA NOTES PAYABLE

The University participates in the Public Higher Education Financing Program (Pooled Bond Program) created by the Virginia General Assembly in 1996. Through the Pooled Bond Program, the Virginia College Building Authority (VCBA) issues 9(d) bonds and uses the proceeds to purchase debt obligations (notes) of the University and various other institutions of higher education. The University's general revenue secures these notes. The following schedule describes each of the athletically related notes outstanding:

Bond Title	Issue Date	Original Amount	Interest Rate	Bond Term	Final Payment Due	Balance Outstanding at June 30, 2018
PE Building, Phase I	2009	\$ 2,750,000	2.1 - 5.0%	20 Years	2021	\$ 275,000
PE Building, Phase II	2009	5,245,000	2.1 - 5.0%	20 Years	2021	530,000
Fieldhouse Life/Safety/Code Renovation	2010	1,395,000	3.75 - 5.5%	20 Years	2031	1,055,000
Repair Aquatic and Fitness Center HVAC	2010	2,325,000	2.0 - 5.0%	10 Years	2021	810,000
VCBA 2012 A (partial refunding of 2004A, Fairfax Aquatic Center)	2012	3,130,000	5.00%	8 Years	2021	1,680,000
Fieldhouse Life/Safety/Code Renovation	2012	3,060,000	4.0 - 5.0%	10 Years	2023	595,868
Renovate Fieldhouse	2013	3,230,000	1.0 - 3.5%	10 Years	2024	2,230,000
VCBA 2013 B (Refunding of 2006A, Patriot Center)	2013	7,280,000	1.0 - 4.0%	14 Years	2028	5,470,000
VCBA 2013 B (Refunding of 2009A, Patriot Center)	2013	1,845,000	1.0 - 4.0%	15 Years	2029	1,420,000
VCBA 2014 B (partial refunding of 2006A, PE Addition/Renovation)	2014	2,070,000	3.0 - 5.0%	9 Years	2024	1,815,000
VCBA 2014 B (partial refunding of 2006A, PE Addition Phase II)	2014	950,000	3.0 - 5.0%	9 Years	2024	835,000
VCBA 2014 B (partial refunding of 2007A, PE Addition)	2014	3,950,000	3.0 - 5.0%	11 Years	2026	3,950,000
VCBA 2014 B (partial refunding of 2007A, PE Addition Phase II)	2014	1,765,000	3.0 - 5.0%	11 Years	2026	1,765,000
VCBA 2015 B (partial refunding of 2009A, PE Bldg Ph I)	2015	1,580,000	3.0 - 5.0%	13 Years	2029	1,580,000
VCBA 2015 B (partial refunding of 2009A, PE Bldg Ph II)	2015	3,020,000	3.0 - 5.0%	13 Years	2029	3,020,000
VCBA 2016 A (partial refunding of 2006A, PE Addition/Renovation)	2016	1,750,000	3.0 - 5.0%	12 Years	2029	1,750,000
VCBA 2016 A (partial refunding of 2006A, PE Addition Phase II)	2016	805,000	3.0 - 5.0%	12 Years	2029	805,000
VCBA 2016 A (partial refunding of 2007A, PE Addition)	2016	1,285,000	3.0 - 5.0%	11 Years	2028	1,285,000
VCBA 2016 A (partial refunding of 2007A, PE Addition Phase II)	2016	575,000	3.0 - 5.0%	11 Years	2028	575,000
Total		<u>\$48,010,000</u>				<u>\$ 31,445,868</u>

The following schedule describes the total principal and interest payments due on the notes outstanding:

Fiscal Year	Principal	Interest	Total
2019	\$ 3,262,033	\$1,237,810	\$ 4,499,843
2020	3,413,422	1,100,905	4,514,327
2021	3,554,813	960,250	4,515,063
2022	2,794,605	828,071	3,622,676
2023	2,905,995	705,621	3,611,616
2024-2028	14,040,000	1,771,053	15,811,053
2029-2031	<u>1,475,000</u>	<u>44,616</u>	<u>1,519,616</u>
Total	<u>\$31,445,868</u>	<u>\$6,648,326</u>	<u>\$38,094,194</u>

5. INDIRECT INSTITUTIONAL SUPPORT

The University provides certain facilities and services to Auxiliary Enterprises (AE). The University charges AE for these indirect costs using an AE indirect cost rate established under a program managed by the State Council of Higher Education for Virginia (SCHEV). As part of AE, the Athletics Program benefits from these indirect costs, but AE does not charge the Athletics Program for its share of these costs. In accordance with the NCAA's 2018 Agreed-Upon Procedures manual, the value of these indirect costs are to be reported on the Schedule of Revenues and Expenses on both the operating revenues line titled Indirect Institutional Support and the operating expenses line titled Indirect Institutional Support. To comply with the standardized athletics revenue and expense reporting framework developed under Code of Virginia §23.1-1309, this indirect institutional support has been recorded in the Schedule as Indirect cost paid to the institution by Athletics.

The University pays the debt service for Athletic Facilities but does not charge the Athletics Program for the debt service payments. In accordance with the NCAA's 2018 Agreed-Upon Procedures manual, the value of these debt service payments for the current fiscal year are to be reported on the Schedule of Revenues and Expenses on both the operating revenues line titled Indirect Institutional Support- Athletic Facilities Debt Service, Lease and Rental Fees and the operating expenses line titled Athletic Facility Debt Service.

GEORGE MASON UNIVERSITY

As of June 30, 2018

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