

# **University of Wyoming**

Independent Accountant's Report on Applying Agreed-Upon Procedures  
Performed on the Intercollegiate Athletics Program as  
Required by NCAA Bylaw 3.2.4.17  
Year Ended June 30, 2022

**University of Wyoming**  
**June 30, 2022**

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## Independent Accountant's Report on Applying Agreed-Upon Procedures

Boards of Trustees  
University of Wyoming  
Laramie, Wyoming

We have performed the procedures enumerated in the attachment to this report on the accompanying Statement of Revenues and Expenses and related notes (the Statement) prepared in accordance with National Collegiate Athletic Association's (NCAA) Bylaw 3.2.4.17 as of and for the year ended June 30, 2022. The management of the University of Wyoming (the University) is responsible for the preparation of the Statement and complying with the NCAA Constitution Bylaws 3.2.4.17.

The University has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of complying with the NCAA Constitution Bylaws 3.2.4.17 as of and for the year ended June 30, 2022. 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 the attachment to this report.

We were engaged by the 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 Statement. 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 University and NCAA and is not intended to be, and should not be, used by anyone other than these specified parties.

**FORVIS,LLP**

Denver, Colorado  
November 17, 2022

**University of Wyoming**  
**NCAA Agreed-Upon Procedures and Related Findings**  
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The procedures performed and the results of our testing are described below.

1. We obtained the Statement, as prepared by the administration of the University and compared the amounts disclosed in the Statement to the University's general ledger noting they agreed without exception.

For revenues and expenses categories above the 4.0% threshold of total revenues and expenses, we performed the following:

2. We compared the amount of each operating revenue and expense category reported in the Statement during the year ended June 30, 2022, to supporting schedules provided by the administration of the University, noting that they agreed without exception. The following revenue reporting categories were less than 4.0% of total revenues, and the following expense categories were less than 4.0% of total expenses, and therefore, as prescribed in the NCAA Agreed-Upon Procedures Guidelines, no procedures were performed for these categories:

Revenues

- a. Transfers back to institution
- b. Indirect University support
- c. Guarantees
- d. In-kind
- e. NCAA distributions
- f. Conference distributions (non-media and non-bowl)
- g. Conference distributions of football bowl generated revenue
- h. Program, novelty, parking, and concession sales
- i. Athletics restricted endowment and investments income
- j. Football bowl revenues

Expenses

- a. Guarantees
- b. Recruiting
- c. Sports equipment, uniforms, and supplies
- d. Game expenses
- e. Spirit groups
- f. Athletic facilities debt service, leases, and rental fees
- g. Direct overhead and administrative expenses
- h. Indirect University support

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- i. Medical expenses and insurance
  - j. Memberships and dues
  - k. Student-athlete meals (non-travel)
  - l. Other operating expenses
  - m. Football bowl expenses
  - n. Bowl expenses – coaching compensation/bonuses
3. We inquired of the University’s management whether there were any of the following revenues, expenses or other reporting items during the year ended June 30, 2022, and University management represented that there were none:

Revenues

- a. Indirect institutional support – athletic facilities debt service, lease, and rental fees
- b. Compensation and benefits provided by a third party
- c. Sports camp revenues

Expenses

- a. Coaching salaries, benefits, and bonuses paid by a third party
  - b. Support staff/administrative compensation and benefits paid by a third party
  - c. Severance payments
  - d. Sports camp expenses
4. We compared each major revenue and expense amount over 10.0% of total revenues and expenses reported in the Statement to prior year amounts and current year budget estimates. We obtained and documented an understanding of any significant variances (10.0% change) from prior year amounts and current year budget estimates, as noted below:

***Current Year Actual Versus Prior Year Actual***

- *Direct University Support* – Decreased \$2,095,734, or 13.49%. In lieu of student fees which were significantly reduced during COVID-19, the University allocated over \$2 million dollars of CARES Act funding to athletics. With the return of students to campus, this funding is no longer being received.
- *Athletic Student Aid* – Increased \$849,316, or 11.54%, due to general cost of tuition at the University increasing by 4.0% in FY22. Additionally, due to COVID-19 allowing student-athletes extra years of eligibility, several student-athletes have entered graduate programs which have a higher cost of attendance than undergraduate programs. The number of student-athletes participating in summer school also increased significantly when compared to FY21 (due to limited summer school availability during July-August 2020 because of COVID-19).

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- *Fund Raising, Marketing and Promotion* – Increased \$603,128, or 13.17%, due to the incorporation of the trademark and licensing department into athletics. This resulted in an increase of expenditures in this category of \$186,384. Additionally, following COVID-19, the Cowboy Joe Club expenditures increased as fundraising activities returned to more normal levels of activity (*i.e.*, hosting events, travel to meet with donors, etc.).

***Current Year Actual Versus Current Year Budget Estimates***

- *There were no variances in excess of 10.0% of total revenue/expense which had any variances greater than 10.0% from the budget.*
5. For revenue and expense categories that exceeded 4.0% of total revenues and expenses, we compared and agreed a sample of operating receipts and expenses, defined as the lesser of 10.0% or 20 items unless otherwise noted, from the supporting schedules to adequate supporting documentation. In addition, we performed the “Minimum NCAA Agreed-Upon Procedures for Revenue, Expenses and Other Reporting Items” as noted below:

**Revenues**

6. *Ticket Sales* – We compared the detail of ticket sales revenue to tickets sold, complementary tickets provided and unsold tickets for the year ended June 30, 2022, per the supporting schedule to the related revenue reported in the Statement for football, men’s basketball and women’s basketball. Men’s basketball agreed without exception. In comparing the detail of the number of tickets multiplied by ticket prices to the detail of revenues for football and women’s basketball we noted there were net differences in number of tickets per the ticketing software reports and the supporting schedule. The differences are as follows:
  - *Football – 284 tickets out of 44,236 tickets*
  - *Women’s Basketball – 5 tickets out of 4,503 tickets*
7. *Student Fees* – We compared and agreed the detail of student fees reported by the University in the Statement for the reporting to student enrollments during the same reporting period and recalculated the totals within 0.23% difference. We obtained documentation of the institution’s methodology for allocating student fees to intercollegiate athletic programs. The University is not reporting an allocation of student fee countable as generated revenue to each individual sport.
8. *Direct State or Other Government Support* – We compared the amount recorded by the University to the state appropriation noting the amount agreed without exception. The total recalculated without exception.
9. *Direct University Support* – We compared the direct institutional support recorded by the University during the reporting period with budget transfers and other corroborative supporting documentation and recalculated totals without exception.

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10. *Contributions* – We obtained the supporting documentation for contributions received specifically to support athletics, noting that all contributions were received from the Cowboy Joe Club. We selected a sample of contributions, agreed them to supporting documentation, and recalculated totals without exception.
11. *Media Rights* – We obtained copies of all media rights agreements available to gain an understanding of the University’s total media rights. We determined that all media rights are received through the University’s conference distribution. We agreed the amount recorded to the conference distribution schedule without exception.
12. *Royalties, Licensing, Advertisements and Sponsorships* – We obtained the two largest agreements related to the University’s participation in revenues from royalties, licensing, advertisements and sponsorships during the year ended June 30, 2022, and documented the relevant terms and conditions. We agreed the amounts reported as revenue in the statement to the contract and related supporting documentation and recalculated the totals without exception.
13. *Other Operating Revenue* – We agreed the detail of other operating revenues to the Statement without exception. We selected a sample from the listing of other operating revenues and we agreed to supporting documentation without exception.

**Expenses**

14. *Athletic Student Aid* – As the University utilizes NCAA CA software (compliance software), we selected a sample of 10.0% of the student athletes (40 students), with a maximum sample size of 40, from the listing of the University student aid recipients. We obtained individual student account detail for each selection and compared total aid allocated from the squad list 2021-2022 to the students’ account detail. We recalculated totals for each sport and overall. We performed the following, as discussed below:
  - We compared the equivalency value in the CA software for each student athlete (rounded to two decimal places) to supporting documentation. For each student athlete, we noted:
    - i. If an athlete participates in more than one sport, the award was only included in one sport.
    - ii. Other expenses related to attendance were not included in grants-in-aid revenue distribution equivalencies. Only tuition, fees, room, board, and course related materials were included.
    - iii. The grant amount represented the full cost of tuition for an academic year, rather than a semester.
    - iv. No sports were discontinued during fiscal year 2022.
    - v. None had exhausted their athletics eligibility.
    - vi. Only athletic grants were awarded in sports which the NCAA conducts championship competitions, emerging sports for women or football.

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- vii. Grants-in-aid were valid for revenue distribution purposes in NCAA sports that did not meet the minimum contests and participants' requirements of Bylaw 20.9.6.3.
- viii. The University is providing grants to student-athletes listed on the Calculation of Revenue Distribution Equivalencies Report (CRDE) as "Exhausted Eligibility (fifth-year)" or "Medical" and receive credit in the grants-in-aid component.
- ix. The athletics aid equivalency did not exceed maximum equivalency limits.
- x. If a selected student received a Pell Grant, the value of the grant was not included in the calculation of equivalencies or the total dollar amount of student athletic aid expense for the institution. In addition, ensured 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.

*Finding:* We noted two exceptions in our testing. One athlete received an increase in aid during the year and was underpaid by \$786. One athlete withdrew from the University which resulted in the student's aid being prorated, however this individual was underpaid by \$606.

15. *Coaching Salaries, Benefits and Bonuses Paid by the University and Related Entities* – We obtained a listing of coaches employed by the University during the year ended June 30, 2022. We selected a sample of five coaches employed by the University. The sample included one coach from men's basketball, one coach from women's basketball, two football coaches and one coach from all other sports.

We obtained and agreed payroll summary registers for the reporting year for each selection to the related coaching salaries, benefits and bonuses paid by the University.

We compared and agreed the financial terms and conditions of each selection to the related coaching salaries, benefits, and bonuses recorded by the University and related entities in the Statement during the reported period.

We compared and agreed the totals recorded to the employment contracts executed for the sample selected and recalculated totals without exception.

16. *Support Staff/Administrative Compensation, Benefits and Bonuses Paid by the University and Related Entities* – We selected a sample of 13 athletic support staff/administrative personnel employed by the University. We obtained supporting salary information for each selection, recalculated and agreed the information to the expense recorded by the University in the Statement without exception.

17. *Team Travel* – We obtained documentation of the University's travel policies and compared them to the NCAA policies, noting no exceptions. We obtained the general ledger detail for team travel and compared to the amount reported in the Statement and recalculated the total without exception.



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18. *Fundraising, Marketing and Promotion* – We obtained general ledger detail and compared to total expenses reported without exception. We selected a sample of transactions to view supporting documentation to validate existence of the transactions and accuracy of recording and recalculated totals without exception.

**Agreed-Upon Procedures Related to Affiliates and Outside Organizations**

19. The University identified the University of Wyoming Foundation (the Foundation) as an outside intercollegiate athletics-related organization incurring expenses on behalf of athletics which are not under the University’s accounting control. We confirmed activity with the Foundation and ensured the activity was included in the Statement.
20. We obtained the audited financial statements as of and for the year ended June 30, 2022 for the Foundation and the management letter for the Foundation noting no matters that would significantly affect the Statement.

**Agreed-Upon Procedures Related to Internal Control**

21. We obtained an understanding of the internal control environment and accounting systems unique to Athletics that have not been addressed in connection with the audit of the University’s financial statements. We documented our understanding of these internal controls.

**Additional Minimum Agreed-Upon Procedures**

22. *Grants-in-Aid* – We compared and agreed the sports sponsored reported in the NCAA Membership Financial Reporting System to the CRDE from CA noting a difference in the amount of \$666,245 due to the equivalencies certified and calculated on the 12-credit hour semester as compared to the actual number of credit hours the students are enrolled in for the semester. Institutions are permitted to calculate equivalencies utilizing either process (12 hours or actual) per NCAA bylaws.

We compared current year Grants-in-Aid revenue distribution equivalencies to prior year reported equivalencies per the Membership Financial Report submission. See below for variances +/- 4.0%.

*Football had higher number of graduate students that had extra time to stay in school due to COVID-19; Grad students have extra costs and thus higher contributable aid.*

*Men’s Cross Country and Men’s Track, Indoor and Outdoor had an increase in the general cost of attendance across the University, as well as one fully funded student who entered graduate school and students on full scholarship taking more credit hours than prior year.*

*Men’s Swimming and Diving had a decrease due to several students enrolled in less credit hours than previous terms.*

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*Women's Cross Country and Women's Track, Indoor and Outdoor had an increase in general cost of attendance across the University. In addition, several fully funded student athletes took more credit hours than prior year, including one in graduate school, resulting in a higher cost of attendance.*

*Men's Wrestling had an increase due to less in-state residents participating in the program and a higher number of out of state residents which increased the tuition costs.*

*Women's Basketball had an increase due to a new international student and an increase in graduate level students due to COVID-19 which results in higher tuition costs.*

*Women's Golf had an increase due to all but one player being non-resident resulting in higher tuition costs.*

*Women's Soccer had a decrease as three players left in the spring semester and had more in-state residents which lowered the tuition costs.*

*Women's Tennis had an increase due to international students and many students who took more than 12 credit hours in the reporting period.*

*Women's Volleyball had an increase due to an increase in non-resident students and a new international student who joined the team in the spring semester.*

23. *Sports Sponsorship* – We obtained the University's Sports Sponsorship and Demographics Forms Report for the reporting year. We validated that the countable sports reported by the University meet the minimum requirements set forth in 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 requirements. We ensured that the University has properly reported these sports as countable for revenue distribution purposes within the NCAA Membership Financial Reporting System. No exceptions noted.

We compared the current year number of sports sponsored to prior year reported total per the Membership Financial Report submission noting no changes in the number of sports sponsored.

24. *Pell Grants* – We agreed the total number of Division I student athletes that 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 institutions financial aid records, of all student athlete Pell Grants, noting the amounts agreed without exception.

We compared current year Pell Grants total to prior year reported total per the Membership Financial Report submission. The variance in grants from prior year to current year was +6.

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**Agreed-Upon Procedures for Other Reporting Items**

25. *Excess Transfers to Institution and Conference Realignment Expenses* – We inquired of the University’s management whether there were any excess transfers to the University and conference realignment expenses during the year ended June 30, 2022, and University management represented that there were none.
26. *Total Athletics Related Debt* –There is no athletics related debt as of June 30, 2022.
27. *Total Institutional Debt* – We agreed the total outstanding University debt of \$328,942,000 which is comprised of revenue bonds totaling \$269,230,000, premiums for revenue bonds of \$57,017,000, and notes payable of \$2,695,000 to supporting documentation and the University’s June 30, 2022, audited financial statements, without exception.
28. *Value of Athletics Dedicated Endowments* – We obtained a confirmation directly from the Foundation of all athletics dedicated endowments maintained by the Foundation. We agreed the fair market value in the schedules to supporting documentation, the general ledger and the University’s June 30, 2022, audited financial statements without exception.
29. *Value of Institutional Endowments* – We agreed the total fair market value of the University’s endowments to supporting documentation, the University’s general ledger and June 30, 2022, audited financial statements without exception.
30. *Total Athletics Related Capital Expenditures* – We obtained a schedule of athletics-related capital expenditures made by athletics and the University during the reporting period. We obtained general ledger detail and compared to the total expenses reported without exception. We selected a sample of transactions to validate existence of transactions and accuracy of recording and recalculated totals without exception. The only capital related expenditures in FY22 related to equipment.

**University of Wyoming**  
**Intercollegiate Athletics Program**  
**Statement of Revenues and Expenses (Unaudited)**  
**Year Ended June 30, 2022**

	Football	Men's Basketball	Women's Basketball	Other Sports	Non-program Specific	Total
<b>Operating Revenues</b>						
Ticket sales	\$ 3,017,207	\$ 735,421	\$ 259,275	\$ 72,709	\$ -	\$ 4,084,612
Direct state or other government support	-	-	-	-	5,000,000	5,000,000
Student fees	1,477,763	359,856	76,446	34,148	-	1,948,213
Direct University support	4,131,117	1,051,795	903,353	4,133,279	3,214,870	13,434,414
Less - transfers to institution	-	-	-	-	(228,226)	(228,226)
Indirect University support	-	-	-	-	517,807	517,807
Guarantees	1,150,000	190,000	30,000	7,050	-	1,377,050
Contributions	951,181	145,048	144,236	1,638,475	7,082,601	9,961,541
In-kind	60,000	15,000	17,500	65,000	559,776	717,276
Media rights	3,022,727	192,940	-	-	-	3,215,667
NCAA distributions	-	376,143	-	16,096	1,199,375	1,591,614
Conference distributions (non-media and non-bowl)	1,509,196	-	-	-	65,406	1,574,602
Conference distributions of football bowl generated revenue	120,833	-	-	-	-	120,833
Program, novelty, parking and concession sales	530,346	91,977	30,464	13,287	201,126	867,200
Royalties, licensing, advertisement and sponsorships	-	-	-	-	2,386,677	2,386,677
Athletics restricted endowment and investments income	57,583	36,022	115,878	262,153	456,369	928,005
Other operating revenue	-	-	-	-	2,193,523	2,193,523
Football bowl revenues	565,075	-	-	-	-	565,075
	<u>16,593,028</u>	<u>3,194,202</u>	<u>1,577,152</u>	<u>6,242,197</u>	<u>22,649,304</u>	<u>50,255,883</u>
Total operating revenues	<u>16,593,028</u>	<u>3,194,202</u>	<u>1,577,152</u>	<u>6,242,197</u>	<u>22,649,304</u>	<u>50,255,883</u>

**University of Wyoming**  
**Intercollegiate Athletics Program**  
**Statement of Revenues and Expenses (Unaudited) (continued)**  
**Year Ended June 30, 2022**

	Football	Men's Basketball	Women's Basketball	Other Sports	Non-program Specific	Total
<b>Operating Expenditures</b>						
Athletics student aid	3,190,810	490,559	523,828	3,911,163	95,300	8,211,660
Guarantees	675,000	338,250	20,500	58,869	-	1,092,619
Coaching salaries, benefits and bonuses paid by the University and related entities	4,423,156	1,509,072	742,181	2,178,259	-	8,852,668
Support staff/administrative compensation, benefits and bonuses paid by the University and related entities	538,514	189,470	124,470	225,888	8,233,819	9,312,161
Recruiting	455,033	156,372	76,400	137,893	54,432	880,130
Team travel	837,477	748,390	472,726	1,454,980	-	3,513,573
Sports equipment, uniforms and supplies	543,623	73,549	20,975	283,983	-	922,130
Game expenses	157,000	160,180	80,700	83,081	699,533	1,180,494
Fundraising, marketing and promotion	-	-	-	-	5,182,340	5,182,340
Spirit groups	-	-	-	-	73,030	73,030
Athletic facilities debt service, leases and rental fees	-	-	-	-	278,173	278,173
Direct overhead and administrative expenses	19,417	3,030	1,245	7,844	1,113,830	1,145,366
Indirect University support	-	-	-	-	517,807	517,807
Medical expenses and insurance	-	-	-	-	1,257,692	1,257,692
Memberships and dues	-	(175)	440	6,330	552,109	558,704
Student-athlete meals (non-travel)	312,216	50,153	28,732	84,102	986,520	1,461,723
Other operating expenses	341,410	44,334	24,215	134,135	1,199,426	1,743,520
Football bowl expenses	741,469	-	-	-	-	741,469
Bowl expenses - coaching compensation/bonuses	221,737	-	-	-	-	221,737
	<u>12,456,862</u>	<u>3,763,184</u>	<u>2,116,412</u>	<u>8,566,527</u>	<u>20,244,011</u>	<u>47,146,996</u>
<b>Total operating expenditures</b>						
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<u>\$ 4,136,166</u>	<u>\$ (568,982)</u>	<u>\$ (539,260)</u>	<u>\$ (2,324,330)</u>	<u>\$ 2,405,293</u>	<u>\$ 3,108,887</u>

**University of Wyoming**  
**Intercollegiate Athletics Program**  
**Notes to Statement of Revenues and Expenses (Unaudited)**  
**Year Ended June 30, 2022**

**Note 1: Summary of Presentation Policies**

The accompanying statement of revenues and expenses presents only the transactions of athletics, which includes the activities of Cowboy Joe Club, an affiliated athletics organization under the University's control, and no other transactions for the University. Cowboy Joe Club activity is supervised by the Senior Associate Athletic Director for Development and Revenue Enhancement. The purpose of the Cowboy Joe Club is to promote the University by providing financial support. Athletics cash is maintained and accounted for within the University's pooled cash.

The accompanying statement of revenues and expenses has been prepared on the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned, and expenses are recorded when an obligation is incurred.

For reporting purposes, the primary sports in which athletics participates are reported separately. All other sports have been combined and reported within the category "other sports." The administrative functions of athletics, which supports all sports, have been combined and reported within the category "non-program specific."

**Note 2: Concentration of Donor Sources**

Cowboy Joe Club is the single largest donor source to athletics with 100.0% of cash contributions of the total contributions for the year ended June 30, 2022. The cash contributions received from Cowboy Joe Club represent gifts from various donors made for the benefit of athletics. The Foundation is the single largest source of athletics restricted endowment and investments income. The restricted endowments and investment income are used for various expenses for athletics. The total funds available by the Foundation for the benefit of athletics is \$1,155,794 as of June 30, 2022.

**Note 3: Property, Plant and Equipment**

Athletics-related assets are accounted for consistent with the University's policies for property, plant and equipment. Capital assets are stated at cost at date of acquisition or, in the case of gifts, at fair market value at date of gift. Property, plant and equipment valued at \$5,000 or more and having an estimated useful life of greater than one year is capitalized. Renovations to buildings, infrastructure and land improvements significantly increase the value or extend the expense of the structure are capitalized. Routine repairs and maintenance are charged to operating expenses in the year in which the expense was incurred. Depreciation of capital assets is computed on a straight-line basis over the estimated useful lives of the respective assets, generally 50 years for building, 15 to 30 years for land and building improvements and infrastructure, and 3 to 7 years for equipment.

**University of Wyoming**  
**Intercollegiate Athletics Program**  
**Notes to Statement of Revenues and Expenses (Unaudited)**  
**Year Ended June 30, 2022**

At June 30, 2022, athletic property, plant and equipment consisted of:

	<b>Balance June 30, 2021</b>	<b>Additions</b>	<b>Disposals</b>	<b>Balance June 30, 2022</b>
Cost of capital assets				
Infrastructure	\$ 558,621	\$ -	\$ -	\$ 558,621
Land improvements	10,047,621	-	-	10,047,621
Buildings	167,911,825	-	-	167,911,825
Equipment	<u>3,221,765</u>	<u>622,004</u>	<u>52,408</u>	<u>3,791,361</u>
	<u>181,739,832</u>	<u>622,004</u>	<u>52,408</u>	<u>182,309,428</u>
Accumulated depreciation				
Infrastructure	548,754	1,666	-	550,420
Land improvements	7,417,156	322,921	-	7,740,077
Buildings	45,880,043	3,310,045	-	49,190,088
Equipment	<u>2,685,648</u>	<u>407,781</u>	<u>52,408</u>	<u>3,041,021</u>
	<u>56,531,601</u>	<u>4,042,413</u>	<u>52,408</u>	<u>60,521,606</u>
Net book value	<u>\$ 125,208,231</u>			<u>\$ 121,787,822</u>