



**THE UNIVERSITY OF TEXAS SYSTEM AUDIT OFFICE**  
**Independent Auditor's Report on the**  
**Application of Agreed-Upon Procedures**  
**For the Fiscal Year Ended August 31, 2020**

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# SUMMARY

## OBJECTIVE:

The objective of this engagement is to perform the 74 procedures, which were agreed to by the President of The University of Texas at El Paso (UTEP), solely to assist UTEP management in evaluating whether the accompanying Statement of Revenues and Expenses (SRE) of UTEP's Department of Intercollegiate Athletics (Athletics) is in compliance with the National Collegiate Athletic Association (NCAA) Constitution 3.2.4.17 for the Fiscal Year Ended August 31, 2020.

## CONCLUSION:

Revenues, expenses, and other items reported on the SRE materially agreed to the amounts reported in UTEP's general ledger. Immaterial differences were discussed with Athletics management and adjusted as needed on the final SRE located in *Appendix A* of this report. In addition, there are certain items recorded on the SRE that are not required to be recorded in UTEP's general ledger, such as indirect institutional support and gifts in-kind. The NCAA requires that these items be reported on the SRE to fully reflect the operations of Athletics.



The following pages outline the required procedures and results. Material exceptions for reporting are defined as errors or misclassifications equal to or greater than 1% of total revenues or expenses.

## MINIMUM AGREED-UPON PROCEDURES FOR REVENUE, EXPENSES, AND OTHER REPORTING ITEMS

- Agree the amounts reported on the SRE to UTEP's general ledger.  
*Revenues, expenses, and other reporting items reported on the SRE materially agreed to the amounts reported in UTEP's general ledger. In addition, there are certain items recorded on the SRE that are not required to be recorded in UTEP's general ledger, such as indirect institutional support and in-kind amounts from sponsorship agreements. However, the NCAA requires that these items be reported on the SRE to fully reflect the operation of Athletics.*
- Perform the following procedures for all revenue and expense categories applicable to the SRE:
  - Compare and agree each operating revenue and expense category reported in the SRE during the reporting period to supporting schedules provided by UTEP. If a specific reporting category is less than 4% of the total revenues, no procedures are required for that specific category.
  - Compare and agree a sample of operating revenue receipts and operating expenses obtained from the above supporting schedules to adequate supporting documentation.

*These procedures were performed for the revenue and expense categories listed below, except for those less than 4.0% of the total revenues or total expenses, as stated in the procedures. If applicable, any material exceptions are noted below under the specific reporting category.*

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

*See Appendix C, Variance Analysis.*

- Identify aspects of UTEP's internal control structure that are unique to the intercollegiate athletics department. Test specific elements of the control environment and accounting systems that (1) are unique to intercollegiate athletics and (2) have not been addressed in connection with the audit of UTEP's financial statements.

*No material exceptions were noted as a result of this procedure.*

- Identify all intercollegiate athletics-related affiliated and outside organizations and obtain those organizations' statements for the reporting period. Agree the amounts reported in the SRE to the organization's general ledger or confirm revenues and expenses directly with a responsible official of the organization.

*UTEP identified the Century Club and Touchdown Club as its affiliated and outside organizations for Athletics. Affiliated and outside organizations included entities that have a primary purpose that benefits Athletics and are not under the institution's accounting control. The Century Club is a not-*



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*for-profit 501(c)(3) fund-raising organization that supports Men's Golf. It is under UTEP's accounting control, and its revenues and expenses are recorded in UTEP's general ledger and included in the SRE. The Touchdown Club is a not-for-profit 501(c)(3) fund-raising organization that supports Football by providing financial assistance to underwrite programs, training, coaching, equipment, and other activities. Expenses funded by the Touchdown Club were recorded in UTEP's general ledger and included in the SRE.*

## MINIMUM AGREED-UPON PROCEDURES FOR REVENUES

### **Ticket Sales**

1. Compare tickets sold during the reporting period, complimentary tickets provided during the reporting period, and unsold tickets to the related revenue reported by UTEP in the SRE and the related attendance figures and recalculate totals.

*No material exceptions were noted as a result of this procedure.*

### **Student Fees**

2. Compare and agree student fees reported by UTEP in the SRE for the reporting period to student enrollments during the same reporting period and recalculate totals.
3. Obtain documentation of UTEP's methodology for allocating student fees to intercollegiate athletics programs.
4. If the athletics department is reporting that an allocation of student fees should be countable as generated revenue, recalculate the totals of their methodology for supporting that they are able to count each sport. Tie the calculation to supporting documents such as seat manifests, ticket sales reports, and student fee totals.

*No material exceptions were noted as a result of these procedures.*

### **Direct State or Other Governmental Support**

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

*This procedure was not applicable. Athletics did not receive direct state or other governmental support during the reporting period.*

### **Direct Institutional Support**

6. Compare the direct institutional support recorded by UTEP during the reporting period with the institutional supporting budget transfers documentation and other corroborative supporting documentation and recalculate totals.

*No material exceptions were noted as a result of this procedure.*



### Transfers Back to Institution

7. Compare the transfers back to UTEP with permanent transfers back to institution from the athletics department and recalculate totals.

*This procedure was not applicable. Athletics did not have any transfers back to the institution during the reporting period.*

### Indirect Institutional Support

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

*No material exceptions were noted as a result of this procedure.*

### Guarantees

9. Select a sample of settlement reports for away games during the reporting period and agree each selection to UTEP's general ledger and/or the SRE and recalculate totals.
10. Select a sample of contractual agreements pertaining to revenues derived from guaranteed contests during the reporting period. Compare and agree each selection to UTEP's general ledger and/or the SRE and recalculate totals.

*No material exceptions were noted as a result of these procedures.*

### Contributions

11. Obtain and review supporting documentation for any contributions of moneys, goods, or services received directly by the intercollegiate athletics program from any affiliated or outside organization that constituted 10% or more of all contributions received for intercollegiate athletics during the reporting period and recalculate totals.

*This procedure was not applicable. There were no individual contributions of moneys, goods, or services received directly by Athletics from an affiliated or outside organization that constituted 10% or more of all contributions received for Athletics during the reporting period.*

### In-Kind

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

*This procedure was not applicable. Athletics did not have any in-kind donations during the reporting period.*

### Compensation and Benefits Provided by a Third Party

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



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*No material exceptions were noted as a result of this procedure.*

## **Media Rights**

14. Obtain and inspect agreements to understand UTEP's total media (broadcast, television, radio) rights received by UTEP or through their conference offices as reported in the SRE.
15. Compare and agree the media right revenues to a summary statement of all media rights identified, if applicable, and UTEP's general ledger and recalculate totals. Ledger totals may be different for total contributions if media rights are not broken out separately.

*No material exceptions were noted as a result of these procedures.*

## **NCAA Distributions**

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

*No material exceptions were noted as a result of this procedure.*

## **Conference Distributions and Conference Distributions of Bowl Generated Revenue**

17. Obtain and inspect agreements related to UTEP's conference distributions and participation in revenues from tournaments during the reporting period for relevant terms and conditions.
18. Compare and agree the related revenues to UTEP's general ledger and/or the SRE and recalculate totals.

*No material exceptions were noted as a result of these procedures.*

## **Program Sales, Concessions, Novelty Sales, and Parking**

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

*No material exceptions were noted as a result of this procedure.*

## **Royalties, Licensing, Advertisements, and Sponsorships**

20. Obtain and inspect agreements related to UTEP's participation in revenues from royalties, licensing, advertisements, and sponsorships during the reporting period for relevant terms and conditions.
21. Compare and agree the related revenues to UTEP's general ledger and/or the SRE and recalculate totals.

*No material exceptions were noted as a result of these procedures.*

## **Sports-Camp Revenues**

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



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23. Obtain schedules of camp participants and select a sample of individual camp participant cash receipts from the schedule of sports-camp participants and agree each selection to UTEP's general ledger and/or the SRE and recalculate totals.

*These procedures were not applicable. Athletics did not have any sports-camp revenues during the reporting period.*

### **Athletics Restricted Endowment and Investment Income**

24. Obtain and inspect endowment agreements for relevant terms and conditions.
25. Compare and agree the classification and use of endowments and investment income reported in the SRE during the reporting period to the uses of income defined within the related endowment agreement and recalculate totals.

*No material exceptions were noted as a result of these procedures.*

### **Other Operating Revenue**

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

*No material exceptions were noted as a result of this procedure.*

### **Bowl Revenues**

27. Obtain and inspect agreements related to UTEP's revenues from post-season bowl participation during the reporting period to gain an understanding of the relevant terms and conditions.
28. Compare and agree the related revenues to UTEP's general ledger and/or the SRE and recalculate totals.

*These procedures were not applicable. Athletics did not have any bowl revenues during the reporting period.*

## **MINIMUM AGREED-UPON PROCEDURES FOR EXPENSES**

### **Athletic Student Aid**

29. Select a sample of students (10% of the total student-athletes for institutions who have used NCAA's Compliance Assistant (CA) software to prepare athletic aid detail, with a maximum sample size of 40, and 20% of total student-athletes for institutions who have not, with a maximum sample size of 60) from the listing of institutional student aid recipients during the reporting period. Data should be captured by the institution through the creation of a squad/eligibility list for each sponsored sport.
30. Obtain individual student account detail for each selection and compare the total aid in UTEP's student system to the student's detail in UTEP's report that ties directly to the NCAA Membership Financial Reporting System.
31. Perform a check of each student selected to ensure their information was reported accurately in the NCAA Membership Financial Reporting System.
32. Recalculate totals for each sport and overall.

*No material exceptions were noted as a result of these procedures.*



**Guarantees**

33. Obtain and inspect visiting institution's away-game settlement reports received by UTEP during the reporting period and agree related expenses to UTEP's general ledger and/or the SRE and recalculate totals.
34. Obtain and inspect contractual agreements pertaining to expenses recorded by UTEP from guaranteed contests during the reporting period. Compare and agree related amounts expensed by UTEP during the reporting period to UTEP's general ledger and/or the SRE and recalculate totals.

*No material exceptions were noted as a result of these procedures.*

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

35. Obtain and inspect a listing of coaches employed by UTEP and related entities during the reporting period. Select a sample of coaches' contracts that must include football and men's and women's basketball from the listing.
36. Compare and agree the financial terms and conditions of each selection to the related coaching salaries, benefits, and bonuses recorded by UTEP and related entities in the SRE during the reporting period.
37. Obtain and inspect payroll summary registers for the reporting year for each selection. Compare and agree payroll summary registers from the reporting period to the related coaching salaries, benefits, and bonuses paid by UTEP and related entities expense recorded by UTEP in the SRE during the reporting period.
38. Compare and agree the totals recorded to any employment contracts executed for the sample selected and recalculate totals.

*No material exceptions were noted as a result of these procedures.*

**Coaching Other Compensation and Benefits Paid by a Third Party**

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

*No material exceptions were noted as a result of these procedures.*

**Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities**

42. Select a sample of support staff/administrative personnel employed by UTEP and related entities during the reporting period.
43. Obtain and inspect reporting period summary payroll register for each selection. Compare and agree the related payroll summary registers to the related support staff administrative salaries, benefits, and



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bonuses paid by UTEP and related entities expense recorded by UTEP in the SRE during the reporting period and recalculate totals.

*No material exceptions were noted as a result of these procedures.*

### **Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party**

44. Select a sample of support staff/administrative personnel employed by third parties during the reporting period.
45. Obtain and inspect reporting period payroll summary registers for each selection. Compare and agree related payroll summary registers to the related support staff administrative other compensation and benefits expense recorded by UTEP in the SRE during the reporting period and recalculate totals.

*No material exceptions were noted as a result of these procedures.*

### **Severance Payments**

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

*No material exceptions were noted as a result of this procedure.*

### **Recruiting**

47. Obtain documentation of UTEP's recruiting expense policies.
48. Compare and agree to existing institutional- and NCAA-related policies.
49. Obtain general ledger detail and compare to the total expenses reported and recalculate totals.

*No material exceptions were noted as a result of these procedures.*

### **Team Travel**

50. Obtain documentation of UTEP's team travel policies.
51. Compare and agree to existing institutional- and NCAA-related policies.
52. Obtain general ledger detail and compare to the total expenses reported and recalculate totals.

*No material exceptions were noted as a result of these procedures.*

### **Equipment, Uniforms, and Supplies**

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

*No material exceptions were noted as a result of this procedure.*

### **Game Expenses**

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

*No material exceptions were noted as a result of this procedure.*





**Fund Raising, Marketing, and Promotion**

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

*No material exceptions were noted as a result of this procedure.*

**Sports-Camp Expenses**

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

*This procedure was not applicable. Athletics did not have any sports-camp expenses during the reporting period.*

**Spirit Groups**

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

*No material exceptions were noted as a result of this procedure.*

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

58. Obtain a listing of debt service schedules, lease payments, and rental fees for athletics facilities for the reporting year. Compare a sample of facility payments including the top two highest facility payments to additional supporting documentation (e.g., debt financing agreements, leases, rental agreements).

59. Compare amounts recorded to amounts listed in the general ledger detail and recalculate totals.

*No material exceptions were noted as a result of these procedures.*

**Direct Overhead and Administrative Expenses**

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

*No material exceptions were noted as a result of this procedure.*

**Indirect Institutional Support**

61. Tested with revenue section - Indirect Institutional Support (see procedure #8).

*No material exceptions were noted as a result of this procedure.*

**Medical Expenses and Medical Insurance**

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

*No material exceptions were noted as a result of this procedure.*



### Memberships and Dues

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

*No material exceptions were noted as a result of this procedure.*

### Other Operating Expenses and Transfers to Institution

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

*No material exceptions were noted as a result of this procedure. Athletics did not have transfers to the institution during the reporting period.*

### Student-Athlete Meals (Non-Travel)

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

*No material exceptions were noted as a result of this procedure.*

### Bowl Expenses

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

*This procedure was not applicable. Athletics did not have any bowl expenses during the reporting period.*

## ADDITIONAL MINIMUM AGREED-UPON PROCEDURES

- For Grants-in-Aid: Compare and agree the sports sponsored reported in the NCAA Membership Financial Reporting System to UTEP's supporting equivalency calculations. The NCAA Membership Financial Reporting System populates the sports from the NCAA Sports Sponsorship and Demographics Form as they are reported by UTEP. If there is a discrepancy in the sports sponsored between the NCAA Membership Financial Reporting System and the supporting equivalency calculations, inquire about the discrepancy, and report the justification in the AUP report. Compare current year Grants-in-Aid revenue distribution equivalencies to prior year reported equivalencies per the Membership Financial Report submission. Inquire and document an explanation for any variance greater than +/- 4%.

*No material exceptions were noted as a result of this procedure. Explanations for variances appear to be reasonable.*

- For Sports Sponsorship: Obtain UTEP's Sports Sponsorship and Demographics Forms Report for the reporting year. Validate that the countable sports reported by UTEP 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 requirement. Once countable sports have been validated, ensure that UTEP has properly reported these sports as countable for revenue distribution



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purposes within the NCAA Membership Financial Reporting System. Compare current year number of Sports Sponsored to prior year reported total per the Membership Financial Report submission. Inquire and document an explanation for any variance.

Note for 2019-20 reporting only: For this reporting year, sports an institution expected to sponsor in spring 2020, as reported on the institutions' 2019 Sports Sponsorship and Demographics form, would qualify as a sponsored sport for the purposes of revenue distribution. This single year exception is consistent with the intent of the Division I Council Coordination Committee's decision on March 25, 2020 to grant an extraordinary blanket waiver in light of the impact of the COVID-19 global pandemic.

*No material exceptions were noted as a result of this procedure. There was no variance between the sports sponsored between years.*

- For Pell Grants: 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 UTEP's financial aid records, of all student-athlete Pell Grants. Compare current year Pell Grants total to prior year reported total per the Membership Financial Report submission. Inquire and document any variance greater than +/- 20 grants.

*No material exceptions were noted as a result of this procedure. Pell Grant totals between years did not vary by more than +/- 20 grants.*

## MINIMUM AGREED-UPON PROCEDURES FOR OTHER REPORTING ITEMS

### **Excess Transfers to Institution and Conference Realignment Expenses**

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

*This procedure was not applicable. Athletics did not have transfers to the institution or conference realignment expenses during the reporting period.*

### **Total Athletics-Related Debt**

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

*No material exceptions were noted as a result of these procedures.*

### **Total Institutional Debt**

70. Agree the total outstanding institutional debt to supporting documentation and UTEP's general ledger and/or UTEP's audited financial statements, if available.



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*No material exceptions were noted as a result of this procedure.*

### **Value of Athletics Dedicated Endowments**

71. Obtain a schedule of all athletics dedicated endowments maintained by athletics, UTEP, and affiliated organizations. Agree the fair market value in the schedules to supporting documentation, UTEP's general ledger, and audited financial statements, if available.

*No material exceptions were noted as a result of this procedure.*

### **Value of Institutional Endowments**

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

*No material exceptions were noted as a result of this procedure.*

### **Total Athletics-Related Capital Expenditures**

73. Obtain a schedule of athletics-related capital expenditures made by athletics, UTEP, and affiliated organizations during the reporting period.
74. Obtain general ledger detail and compare to the total expenses reported. Select a sample of transactions to validate existence of transaction and accuracy of recording and recalculate totals.

*No material exceptions were noted as a result of these procedures.*



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# METHODOLOGY

## BACKGROUND

UTEP's management is responsible for the SRE and compliance with NCAA requirements. This report is intended solely for the information and use of UTEP management. It is not intended to be and should not be used by anyone other than those specified parties. However, this report is a matter of public record and its distribution is not limited.

The NCAA requires this agreed-upon procedures engagement to be conducted by an independent accountant. For purposes of this engagement, the NCAA considers the UT System Audit Office to be independent.

## SCOPE AND PROCEDURES

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on the compliance of the accompanying SRE of Athletics. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. This report relates only to the procedures specified above and does not extend to UTEP's financial statements.

## APPENDICES

Also attached to this report are the following appendices:

- *Appendix A*, SRE of Athletics for the Fiscal Year Ended August 31, 2020
- *Appendix B*, Notes to the SRE
- *Appendix C*, Variance Analysis

## REPORT DATE

January 15, 2021

## REPORT DISTRIBUTION

To: Heather Wilson, Ph.D., President, UTEP

Cc: Mark McGurk, Vice President for Business Affairs, UTEP

Jim Senter, Director of Athletics, UTEP

Daniel Garcia, Associate Athletic Director for Business, Finance, and  
Facilities, UTEP

Lori Wertz, Chief Audit Executive, UTEP

UT System Administration Internal Audit Committee

External Agencies (State Auditor, Legislative Budget Board, Governor's  
Office)



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**APPENDIX A**

**THE UNIVERSITY OF TEXAS AT EL PASO DEPARTMENT OF INTERCOLLEGIATE ATHLETICS**  
**STATEMENT OF REVENUES AND EXPENSES FOR THE FISCAL YEAR ENDED AUGUST 31, 2020**

REVENUES	Men's		Women's		Other	Non-Program	Total
	Football	Basketball	Basketball	Sports			
<b>Operating Revenues:</b>							
1 Ticket Sales	\$ 609,652.00	\$ 957,204.92	\$ 48,892.00	\$ 10,987.00	\$ -	\$ -	\$ 1,626,735.92
2 Direct State or Other Government Support	-	-	-	-	-	-	-
3 Student Fees	-	-	-	-	8,690,569.00	-	8,690,569.00
4 Direct Institutional Support	1,162,483.48	398,676.75	192,281.48	1,242,054.82	8,163,968.07	-	11,159,464.60
5 Transfers to Institution	-	-	-	-	-	-	-
6 Indirect Institutional Support	-	-	-	-	1,677,502.28	-	1,677,502.28
6A Indirect Institutional Support - Athletic Facilities							
Debt Service, Lease, and Rental Fees	302,869.10	217,500.00	217,500.00	-	287,904.32	-	1,025,773.42
7 Guarantees	300,000.00	85,180.00	12,000.00	-	-	-	397,180.00
8 Contributions	203,721.72	788,743.39	17,512.55	260,854.39	725,607.20	-	1,996,439.25
9 In-Kind	-	-	-	-	-	-	-
10 Compensation and Benefits Provided by a Third-Party	73,636.85	21,234.05	19,800.80	7,434.45	9,668.50	-	131,774.65
11 Media Rights	330,998.83	311,180.39	14,846.45	-	2,143.90	-	659,169.57
12 NCAA Distributions	-	175,167.69	-	-	535,169.64	-	710,337.33
13 Conference Distributions	-	-	-	-	69,677.36	-	69,677.36
13A Conference Distributions of Bowl Generated Revenue	902,992.85	-	-	-	-	-	902,992.85
14 Program, Novelty, Parking, and Concessions Sales	27,288.20	51,003.00	-	-	271,713.69	-	350,004.89
15 Royalties, Licensing, Advertisements, and Sponsorships	1,173,530.53	641,443.36	190,287.77	-	99,126.45	-	2,104,388.11
16 Sports Camp Revenues	-	-	-	-	-	-	-
17 Athletics Restricted Endowment and Investment Income	13,991.05	211,531.98	202,163.49	8,859.19	81,650.05	-	518,195.76
18 Other Operating Revenues	-	5,849.00	-	540.00	145,633.38	-	152,022.38
19 Bowl Revenues	-	-	-	-	-	-	-
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 5,101,164.61</b>	<b>\$ 3,864,714.53</b>	<b>\$ 915,284.54</b>	<b>\$ 1,530,729.85</b>	<b>\$ 20,760,333.84</b>	<b>\$ -</b>	<b>\$ 32,172,227.37</b>
<b>EXPENSES</b>							
<b>Operating Expenses:</b>							
20 Athletic Student Aid	\$ 2,357,294.46	\$ 436,789.79	\$ 464,541.66	\$ 3,273,338.14	\$ 862,086.82	\$ -	\$ 7,394,050.87
21 Guarantees	725,000.00	108,238.02	76,012.56	32,599.75	-	-	941,850.33
22 Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	2,410,395.52	1,370,748.80	631,551.50	1,584,947.77	-	-	5,997,643.59
23 Coaching Other Compensation and Benefits Paid by a Third-Party	52,936.45	19,234.05	18,550.80	7,434.45	-	-	98,155.75
24 Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related	890,795.59	257,821.45	106,045.55	43,814.34	3,986,682.24	-	5,285,159.17
25 Support Staff/Administrative Other Compensation and Benefits Paid by a Third-Party	20,700.40	2,000.00	1,250.00	-	9,668.50	-	33,618.90
26 Severance Payments	21,165.00	-	-	-	-	-	21,165.00
27 Recruiting	169,381.66	42,907.61	49,874.27	92,665.61	-	-	354,829.15
28 Team Travel	1,079,101.83	501,751.13	203,689.87	835,586.40	-	-	2,620,129.23
29 Sports Equipment, Uniforms, and Supplies	396,186.40	97,354.05	41,940.08	325,440.74	-	-	860,921.27
30 Game Expenses	683,765.45	341,224.97	174,988.78	76,001.56	-	-	1,275,980.76
31 Fund Raising, Marketing, and Promotions	29,587.50	26,705.00	9,862.50	4,806.43	675,125.81	-	746,087.24
32 Sports Camp Expenses	-	-	-	-	-	-	-
33 Spirit Groups	-	-	-	-	242,633.35	-	242,633.35
34 Athletic Facilities Debt Service, Leases, and Rental Fees	374,981.08	422,341.96	422,341.96	13,000.00	287,904.32	-	1,520,569.32
35 Direct Overhead and Administrative Expenses	185,530.49	61,341.65	49,388.24	84,589.59	491,746.45	-	872,596.42
36 Indirect Institutional Support	-	-	-	-	1,677,502.28	-	1,677,502.28
37 Medical Expenses and Medical Insurance	-	-	-	-	875,097.62	-	875,097.62
38 Memberships and Dues	-	590.00	1,025.00	10,135.28	371,600.00	-	383,350.28
39 Student-Athlete Meals	216,055.23	72,872.33	25,613.97	75,911.98	11,574.40	-	402,027.91
40 Other Operating Expenses	145,807.04	41,404.56	12,897.20	85,487.68	170,976.63	-	456,573.11
41 Bowl Expenses	-	-	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 9,758,684.10</b>	<b>\$ 3,803,325.37</b>	<b>\$ 2,289,573.94</b>	<b>\$ 6,545,759.72</b>	<b>\$ 9,662,598.42</b>	<b>\$ -</b>	<b>\$ 32,059,941.55</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENSES</b>	<b>\$ (4,657,519.49)</b>	<b>\$ 61,389.16</b>	<b>\$ (1,374,289.40)</b>	<b>\$ (5,015,029.87)</b>	<b>\$ 11,097,735.42</b>	<b>\$ -</b>	<b>\$ 112,285.82</b>



**NOTES TO THE STATEMENT OF REVENUES AND EXPENSES**

**NOTE 1 – Presentation of the Statement of Revenue and Expenses**

The SRE is prepared in accordance with the NCAA financial reporting guidelines. Information used in the SRE’s preparation is obtained primarily from subsidiary ledger information recorded in UTEP’s financial accounting system. Other information, such as amounts estimated for non-cash trade-out agreements and gifts-in-kind, is obtained from records maintained by Athletics. The SRE presents activity for Fiscal Year (FY) 2020. UTEP’s FY is the period beginning each September 1<sup>st</sup> and ending each August 31<sup>st</sup> of the subsequent calendar year.

**NOTE 2 – Contributions Constituting More than 10 Percent of All Contributions**

There were no individual contributions of moneys, goods, or services received directly by Athletics from an affiliated or outside organization that constituted 10 percent or more of all contributions received for Athletics during the reporting period.

**NOTE 3 – Capital Assets**

Athletics acquires, approves, depreciates, and disposes assets in accordance with UTEP institutional policy as follows:

- Acquisition – Athletics acquires capital assets through the normal process at the institution. All purchases are centralized and are to be made using the method that provides the best value to UTEP. Informal quotes are required for purchases above \$15,000, and competitive procurement is required for all assets above \$50,000. The capitalization threshold is \$5,000.
- Approval – Requests made for debt-financed capital assets are approved by the Vice President for Business Affairs.
- Depreciation – Depreciation is allocated to Athletics based on the assets, or portions of real assets, under the control of Athletics. Depreciation is calculated on a straight-line basis.
- Disposal – Disposal of capital assets must be done in accordance with State of Texas law and institutional policy.

**NOTE 4 – Other Reporting Items**

<b>Category</b>	<b>Amount</b>
Excess Transfers to Institution	\$0.00
Conference Realignment Expenses	Not Applicable
Total Athletics-Related Debt	\$23,450,000.00
Total Institutional Debt	\$233,282,906.00
Value of Athletics Dedicated Endowments	\$13,188,958.35
Value of Institutional Endowments	\$278,287,473.66
Total Athletics-Related Capital Expenditures	\$348,332.98

**NOTE 5 – Future Debt Repayment Schedule**

UTEP receives proceeds from bonds issued and held by UT System to support capital projects of UT System and its institutions. All bonds issued by the UT System are defined as revenue bonds. As such, the revenues of all UT System institutions, including UTEP, are pledged for repayment of the bonds. No amount of indebtedness related to these bonds has been recorded on UTEP’s financial statements.



**THE UNIVERSITY OF TEXAS SYSTEM AUDIT OFFICE**  
**Independent Auditor’s Report on the**  
**Application of Agreed-Upon Procedures**  
**For the Fiscal Year Ended August 31, 2020**

**APPENDIX B**

As of August 31, 2020, UTEP (through UT System) had outstanding debt related to Athletics totaling \$22,830,000.00. Debt service requirements to maturity for this outstanding debt are summarized as follows:

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2021	\$ 380,000.00	746,849.61	1,126,849.61
2022	607,000.00	928,333.92	1,535,333.92
2023-2027	3,460,000.00	4,211,984.16	7,671,984.16
2028-2032	4,253,000.00	3,405,092.08	7,658,092.08
2033-2037	5,206,000.00	2,441,239.16	7,647,239.16
2038-2042	3,744,000.00	1,371,461.84	5,115,461.84
2043-2047	2,648,000.00	793,220.00	3,441,220.00
2048-2051	2,532,000.00	220,530.00	2,752,530.00
<b>Total Requirements</b>	<b>\$ 22,830,000.00</b>	<b>14,118,710.77</b>	<b>36,948,710.77</b>

UTEP also received proceeds from commercial paper issued and held by UT System to support capital equipment financing. The revenues of all UT System institutions, including UTEP, are pledged for repayment of the commercial paper. No amount of indebtedness related to the commercial paper has been recorded on UTEP’s financial statements.

As of August 31, 2020, UTEP (through UT System) had outstanding commercial paper related to Athletics totaling \$620,000.00. Debt service requirements to maturity for this outstanding debt are summarized as follows:

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest*</b>	<b>Total</b>
2021	\$ 0.00	4,650.00	4,650.00
2022	306,000.00	5,053.00	311,053.00
2023	306,000.00	2,989.00	308,989.00
2024	8,000.00	85.00	8,085.00
<b>Total Requirements</b>	<b>\$ 620,000.00</b>	<b>12,776.00</b>	<b>632,776.00</b>

\* Interest on commercial paper is variable. Interest rate is based on forecasted rates and is assumed to be 0.75% in FY21, 1.00% in FY22, 1.50% in FY23, 2.00% in FY24, and 2.25% in FY25 and beyond.





**VARIANCE ANALYSIS**

Amounts for each major revenue and expense account over 10% of the total revenues or expenses were compared to prior period and budget estimate amounts. For applicable variations greater than 10%, an understanding was obtained as noted below. All explanations appear to be reasonable.

**Comparison to Prior Period**

The following SRE categories met the threshold for investigation:

<b>Applicable SRE Category</b>	<b>FY20 SRE</b>	<b>FY19 SRE</b>	<b>\$ Variance</b>	<b>% Variance</b>	<b>Variance Explanation</b>
04-Direct Institutional Support	\$11,159,464.60	\$9,957,259.11	\$1,202,205.49	12.07%	This was due to revenue shortfalls caused by the COVID-19 pandemic (NCAA basketball revenue).
24-Support/ Administrative Staff Salaries, Benefits, & Bonuses Paid by the University	\$5,285,159.17	\$4,353,960.31	\$931,198.86	21.39%	The university added more positions in FY20, in the areas of Sports Medicine, Football, WBB and Development

**Comparison to Budget Estimates**

The following SRE categories met the threshold for investigation:

<b>Applicable SRE Category</b>	<b>Cost Center</b>	<b>Cost Center Description</b>	<b>FY 2020 Revenue Estimate</b>	<b>FY 2020 Actual Revenue</b>	<b>\$ Variance</b>	<b>% Variance</b>	<b>Variance Explanation</b>
03-Student Fees	29266723	ATHL INCOME STUDENT SVC FEE	\$2,765,269.00	\$8,690,569.00	\$5,925,300.00	68%	This was due to revenue shortfalls from the NCAA, not hosting the basketball tournament, and other revenue shortfalls where budget was not met for various reasons.
14-Program, Novelty, Parking, & Concessions Sales	29266710	ATHLETICS INCOME	\$4,653,987.00	\$4,213,991.89	-\$439,995.11	-10.44%	The university lost revenue from other Auxiliary services and was not able to meet the budgeted amount. (example - no concerts/road shows)

<b>Applicable SRE Category</b>	<b>Cost Center</b>	<b>Cost Center Description</b>	<b>FY 2020 Expense Estimate</b>	<b>FY 2020 Actual Expense</b>	<b>\$ Variance</b>	<b>% Variance</b>	<b>Variance Explanation</b>
35-Direct Overhead & Administrative Expenses	29266340	ATHL-MEN'S FOOTBALL	\$3,559,078.00	\$3,203,771.61	-\$355,306.39	-11%	This was an issue within the Hyperion System which duplicated a budgeted position (\$235,000), and the rest were savings associated with the COVID-19 pandemic and not having people in the office.