




Management Letter

To: Kortne Gosha, VP and Athletics Director
Alan Robertson, Vice President/CFO, Finance and Administration Designate
Tonya Jackson, Assistant Vice President/University Controller

From: Joe Maleszewski - Vice President, Division of Audit

CC: Rica Calhoun – Chief Compliance & Ethics Officer 
Karai Lockley-Senior Associate Athletics Director, Business and Finance/SWA
Kentrell Kearney – Associate Director for Compliance & Diversity
Deidre Melton – Director of Audit

Date: December 16, 2020

Re: Status of Select Athletics Reporting Requirements

As a follow-up to our May 14, 2020 management letter, we are providing an updated status of FAMU Athletics compliance with the following select reporting requirements:

1. **NCAA [Financial Data Reporting](#)** - NCAA Bylaw 3.2.4.15 requires, “an institution shall submit financial data detailing operating revenues, expenses and capital related to its intercollegiate athletics program to the NCAA on an annual basis in accordance with the financial reporting policies and procedures. . . .”
2. **NCAA [Agreed-Upon Procedures \(AUP\)](#)** - NCAA Bylaw 3.2.4.15.1 requires, “The report shall be subject to annual agreed-on verification procedures approved by the membership (in addition to any regular financial reporting policies and procedures of the institution) and conducted by a qualified independent accountant”
3. **[Equity in Athletics Disclosure Act \(EADA\) Reporting](#)** - The Equity in Athletics Disclosure Act requires co-educational institutions of postsecondary education that participate in a Title IV, federal student financial assistance program, and have an intercollegiate athletic program, to prepare an annual report to the Department of Education on athletic participation, staffing, and revenues and expenses, by men's and women's teams.
4. **Annual Financial Statement Audit: [BOT Policy Number 2005-16 Audits of University Athletics Finances](#)** – “All sources and expenditure of funds associated with the University’s Intercollegiate Athletic Programs shall be annually audited by an independent outside auditor...”

The NCAA includes detailed information about these reporting requirements and associated deadlines on their [FAQ](#) page. Other Athletic Department BOT policies can be found at: <http://www.famu.edu/index.cfm?BOT&Policies>



The following table summarizes the status of these four select reporting requirements for your information.

Fiscal Year End	Equity in Athletics Report USDOE Due: Annually October 31	NCAA Financial Reporting NCAA Bylaws 3.2.4.15 Due: Annually January 15	AUP Report NCAA Bylaws 3.2.4.15.1 Due: Annually January 15	Elective Financial Audit BOT 2005-16 Best Practice Due Date: Annually March 31
June 30, 2017	Data was submitted during October 2017	Data was reported to the NCAA by the Former FAMU Budget Director	Engagement Letter (Signed 2/2/18) Report Not Issued Due Date: January 2018	Engagement Letter (Signed 2/2/18) Report Issued: February 13, 2019 James Moore
June 30, 2018	Data was submitted during October 2018 by the Former FAMU Budget Director	Data was reported to the NCAA by the Former FAMU Budget Director.	No Engagement Letter Report Past Due Due Date: January 2019	Engagement Letter (Dated 3/29/19) Report Issued February 20, 2020 James Moore
June 30, 2019	Data was submitted on October 30, 2019 by the FAMU Athletics Budget Director	Data was reported to the NCAA by the Former FAMU Athletics Budget Director	Engagement Letter (Signed 2/27/20) Report Not Issued Due Date: January 2020	Engagement Letter (Signed 2/27/20) Report Issued October 15, 2020 James Moore
June 30, 2020	Data was submitted on December 15, 2020 by the FAMU Senior Associate Athletics Director, Business and Finance/SWA. Due Date Was: January 2021	FAMU Senior Associate Athletics Director, Business and Finance/SWA is tentatively assigned to submit this information. Due Date: January 2021	No Engagement Letter Due Date: January 2021	Engagement Letter (Signed 12/15/20) Best Practice Due Date: March 2021

Legend: ■ = Report issue date after deadline
 ■ = Report not issued or past due

Please contact our office or the Office of Compliance and Ethics if you have any questions or concerns.