Independent Accountant's Report on Applying Agreed-Upon Procedures June 30, 2021

Oklahoma State University University Athletics Department and Affiliates

June 30, 2021

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Independent Accountant's Report on Applying Agreed-Upon Procedures

Board of Regents for the Oklahoma Agricultural and Mechanical Colleges and Management c/o Dr. Kayse Shrum, President Oklahoma State University Stillwater, Oklahoma

We have performed the procedures enumerated below, on whether the accompanying statement of revenues and expenses of the University is in compliance with the National Collegiate Athletic Association (NCAA) Bylaw 3.2.4.17.1 for the year ended June 30, 2021, and completed procedures prescribed in the NCAA Agreed-Upon Procedures Guidelines. The managements of Oklahoma State University and Oklahoma State University Foundation (the "Foundation") are responsible for their compliance with these regulations and the related financial statement elements, accounts, and items.

Management has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of complying with National Collegiate Athletic Association (NCAA) Bylaw 3.2.4.17.1 for the year ended June 30, 2021. 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 performed and findings obtained are described below:

For purposes of all the following agreed-upon procedures, the following guidelines and materiality thresholds apply:

- 1. The materiality threshold is set at \$10,000 and only variances greater than \$10,000 were noted as exceptions in our report.
- 2. If a specific reporting category is less than 4 percent of the total revenues or expenses, no procedures were performed for that specific category.
- 3. Unless otherwise specified, all sample sizes consisted of three items.

We obtained the statement, as prepared by the management of the University. We noted that the statement consisted of amounts from the University's general ledger and the general ledger of the Oklahoma State University Foundation (the "Foundation") aggregated by management to include items in the statement as required under Bylaw 3.2.4.17.1. We obtained a reconciliation of the statement from management of the University which reconciled the activity recorded in the statement to the activity included in the University's audit of Intercollegiate Athletics Program Accounts included in the audited financial statements. We inquired with the management of the Foundation who indicated that the amounts included from the Foundation agreed to the amounts provided which were included in the audited financial statements of the Foundation. We obtained a copy of the Foundation's audited financial statements.



For relevant revenue and expense categories, we performed the following:

1. We compared the amount of each operating revenue and expense category reported in the Statement during the year ended June 30, 2021, to supporting schedules provided by the administration of the University, noting that they agreed without exception. We recalculated the totals per the supporting schedules, without exception. The following revenue reporting categories were less than 4 percent of total revenues and the following expense categories were less than 4 percent of total expenses and, therefore, as prescribed in the NCAA Agreed-Upon Procedures Guidelines, no procedures were performed for these categories:

Revenues

- a. Student fees
- b. Contributions in-kind
- c. Direct state or other government support
- d. NCAA distributions
- e. Program sales, concessions, novelty sales, and parking
- f. Bowl revenues

Expenses

- a. Guarantees
- b. Severance payments
- c. Recruiting
- d. Game expenses
- e. Fundraising, marketing, and promotion
- f. Sports camp expenses
- g. Spirit groups
- h. Medical expenses and medical insurance
- i. Memberships and dues
- i. Student-athlete meals (nontravel)

- k. Bowl expenses
- 1. Bowl expenses coaching bonuses
- 2. 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, 2021, and University management replied that there were none:

Revenues

- a. Guarantees
- b. Compensation and benefits provided by a third party
- c. Direct institutional support
- d. Indirect facilities and administrative support
- e. Sports camp revenues
- f. Endowment and investment income

Expenses

- a. Coaching other compensation paid by a third party
- b. Support staff/administrative other compensation paid by a third party
- c. Indirect facilities and administrative support

Other Reporting Items

- a. Transfers back to the University
- 3. We compared revenue and expense amounts greater than 10 percent of the total revenues or expenses, respectively, to prior year amounts and inquired of University management regarding individual changes greater than 10 percent from prior year amounts. University management's explanation of variances greater than 10 percent from prior year are included in the attached Supplemental Schedule Exhibit 2.

4. We obtained a schedule of budgeted amounts and actual revenues and expenses from management containing management's analysis of the University Athletics Department actual performance to budget for the year ended June 30, 2021, using University data included in the Statement. We observed that the budget was prepared in a format for functional use by the University Athletics Department, aggregating data by sport and other various categories as required for the Statement. For the purposes of these procedures a comparison of University budgeted amounts to the amounts reported in the Statement by revenue or expense categories was not performed due to the format in which the data was aggregated.

Revenues

5. *Ticket sales* – We obtained reports from the ticketing system indicating tickets sold, complimentary tickets provided, and unsold tickets during the reporting period and recalculated totals on those reports. We compared the totals from those reports to the related revenue reported by the University in the Statement and the related attendance figures. We noted the following differences:

	Football	Men's Basketball	Women's Basketball	Men's Olympic Sports	Women's Olympic Sports	Nonprogram Specific	
Ticket sales per Statement Difference	\$ 1,993,978 (11,995)	\$ 488,464 (109,212)	\$ 136,002 (29,905)	\$ 1,020,501 (153,451)	\$ 376,070 3,408	\$ 134,281 46,030	
Amount per Ticket Office	\$ 1,981,983	\$ 379,252	\$ 106,097	\$ 867,050	\$ 379,478	\$ 180,311	

- 6. Contributions We compared the supporting schedule of contributions of moneys, goods, or services received directly by the University Athletics Department to contributions per the Statement and recalculated the total without exception. We selected a sample of all single contributions received and spent by the University Athletics Department that constituted 10 percent or more of all contributions received during the year ended June 30, 2021, and compared the contribution selected to supporting documentation, noting that it agreed without exception.
- 7. Conference Distributions of Bowl Related Revenues We obtained and read the University's conference handbook which includes revenue distribution rights but does not specify bowl revenue distributions. We obtained supporting detail of the revenues earned from conference distributions of bowl related revenues and compared the revenues to the Statement, noting that they agreed without exception.
- 8. *Media Rights* We obtained the agreement for the University's total media (broadcast, television, radio) rights and gained an understanding of the relevant terms and conditions. We obtained supporting detail of the revenues earned for media rights in the Statement and compared the revenues to the Statement, University reconciliation, and vouched receipts, noting that they agreed without exception.

9. Royalties, Licensing, Advertisements, and Sponsorships – We obtained the University Athletics Department's largest multimedia rights sponsorship agreement related to the University's participation in revenues from royalties, licensing, advertisements, and sponsorships during the year ended June 30, 2021, and gained an understanding of the relevant terms and conditions. We obtained supporting detail of the revenues earned for royalties, licensing, advertisements, and sponsorships, recalculated the total and agreed to the Statement without exception. We selected a sample of three royalties, licensing, advertisements, and sponsorship revenues received during the year and compared the sample to supporting documentation, noting the support for items recorded agreed to amounts included in the Statement without exception.

Operating Expenses

10. Athletic Student Aid – The University uses the NCAA's compliance assistant (CA) software to prepare athletic aid detail, therefore, we selected a sample of 40 of the total student athletes from the listing of University student aid recipients captured from a squad list by sport. We recalculated total student aid provided for each sport and overall.

We obtained individual student account detail per the institution for each student in the sample selection and compared to the student's detail in the CA software. Management indicated that the University has opted to report "average aid" in the CA software as opposed to "actual aid" for students who receive a full scholarship, therefore, for 14 of the student-athletes selected, the aid provided by the institution was agreed to the "2020-2021 Undergraduate Costs Report" for resident and nonresident students provided by the University Athletics Compliance department. For the other 26 students in the population, the amounts reported in the CA software for the students in the sample section agreed to the individual student account detail or the "2020-2021 Undergraduate Costs Report" without exception.

We compared the following details to the information recorded in the NCAA's CA software (where applicable) for each of the 40 students selected in the sample without exception unless otherwise noted:

- a. The equivalency value for each student-athlete was converted to a full-time equivalency value without exception.
- b. Grants-in-aid is calculated by using the revenue distribution equivalencies by sport and in aggregate.
- c. Other expenses related to attendance were not included in grant-in-aid revenue distribution equivalencies.
- d. The full grant amount was the full cost of tuition for an academic year, not semester or quarter.
- e. Student-athletes had been counted only once and did not receive a revenue distribution equivalency greater than 1.00.

- f. Athletic grants were only provided in sports in which the NCAA conducts championships competition, emerging sports for women, and bowl subdivision football.
- g. All sports for which grants-in-aid were distributed met the minimum contest and participants' requirements of Bylaw 20.9.6.3.
- h. No student-athletes were listed on the CDRE as "Exhausted Eligibility (fifth-year)" or "Medical."
- i. The athletics aid equivalency does not exceed maximum equivalency limits.
- j. No students were from sports which have been discontinued.
- k. The equivalency calculation was rounded to two decimal places.
- 1. If the student received a Pell Grant, the value of the grant was not included in the total dollar amount of student athletic aid expense.
- m. The University has not yet entered Pell Grants in the NCAA Membership Financial Reporting System as management indicated that the submission will be made subsequent to the date this report was available to be issued. We agreed all Pell Grants awarded to student-athletes in the sample from the University's financial aid records to a University Athletics Department listing provided by Compliance without exception. Management indicated that the list provided by Compliance is the information it will enter into the NCAA Membership Financial Reporting System.
- 11. 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, 2021. We selected a sample of three coaches' contracts that include the head football coach, head men's basketball coach, and head women's basketball coach. We agreed the financial terms and conditions of each selection to the "Athletic Payroll Report" provided by the University and recalculated totals for each selection without exception. We recalculated totals recorded in the Statement without exception.
- 12. Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities We selected a sample of three athletic support staff/administrative personnel employed by the University. We obtained supporting salary information per the financial system for each selection and agreed the information to the "Athletics Payroll Report" provided by the University and recalculated totals recorded in the Statement without exception.
- 13. *Team Travel* We obtained the University's team travel policies and compared them to the NCAA policies noting no exceptions. We obtained supporting schedules for team travel expenses, recalculated totals and compared to the Statement without exception.

- 14. Sports Equipment, Uniforms, and Supplies We obtained a listing of all equipment, uniforms, and supplies expenses, recalculated totals and agreed to the Statement without exception. We selected a sample of three transactions and compared the selected items to invoices or agreements which agreed to the expenses recorded by the University without exception.
- 15. Athletic Facilities Debt Service, Lease, and Rental Fees We obtained a listing of debt service schedules, lease payments, and rental fees for athletics facilities charged to athletics for the year ended June 30, 2021, and recalculated totals without exception. We compared a sample of the two highest facilities payments to supporting documentation without exception.
- 16. Direct Overhead and Administrative Expenses We obtained the supporting schedule for direct overhead and administrative expenses, recalculated totals and agreed to the Statement without exception. We selected three transactions and compared them to invoices and supporting schedules without exception.
- 17. Other Operating Expenses We obtained a schedule for all other operating expenses and agreed the listing to the Statement without exception. We selected a sample of three other operating expenses and agreed to supporting documentation without exception.

Minimum Agreed-Upon Procedures - NCAA Membership Financial Reporting System

- 18. We compared and agreed the sports sponsored reported in the NCAA Membership Financial Reporting System to the squad lists of the University, noting they agreed without exception. We compared current Grants-in-Aid revenue distribution equivalencies to prior year reported equivalencies per the Membership Financial Report submission noting that Men's Basketball, Women's Basketball, and Women's Tennis reported a year-over-year variance greater than 4.0 percent: 5.43 percent, (5.05 percent), and 11.23 percent, respectively. We inquired with Management about these variances, noting in 2020, one Men's Basketball player's equivalency did not equal 1.0 due to receiving other aid therefore athletic aid was reduced and another player left mid-year therefore aid was reduced. With regard to Women's Basketball, in 2020 two players transferred therefore aid was reduced and the University was allowed replacement of one of the players per NCAA waiver. With regard to Women's Tennis, nine players were counted toward equivalency in 2021 while seven were counted toward equivalency in 2020.
- 19. We obtained the University's Sports Sponsorship and Demographics Forms Report for the year ended June 30, 2021, and agreed the countable sports reported by the University with 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. We noted the University has reported these sports as countable for revenue distribution purposes within the NCAA Membership Financial Reporting System. We also compared the current year number of Sports Sponsored to the prior year total reported per the Membership Financial Reports submission noting no variance.

20. We obtained a listing from the University financial aid records of all student athletes receiving Pell Grants during the year ended June 30, 2021, and agreed it to the listing of athletes receiving Pell Grants provided by Compliance. As noted in *Item 10(m)* the University has not yet reported Pell Grants in the NCAA Membership Financial Reporting System as management indicated that the submission will be made in January 2022. We also compared the current year Pell Grants total to prior year reported total per the Membership Financial Report submission noting the variance was below 20 grants.

Minimum Agreed-Upon Procedures For Other Reporting Items

- 21. We obtained from management and recalculated repayment schedules and annual maturities for all outstanding intercollegiate debt identified by management during the reporting period. We agreed the total annual maturities and total outstanding athletic related debt to the University's general ledger.
- 22. We obtained a schedule of outstanding institutional debt from management and the University's audited financial statements. We agreed the schedule of outstanding institutional debt to the University's audited financial statements without exception.
- 23. The University Athletics Department was unable to provide information regarding the value of athletics dedicated endowments and institutional endowments maintained by the University Athletics Department, the University and the Foundation.
- 24. We obtained a schedule of capital expenditures for the University Athletics Department from management and recalculated totals without exception. We selected a sample of three items from the schedule and agreed to supporting documentation without exception.

Minimum Agreed-Upon Procedures For Internal Controls

- 25. We inquired with the Assistant Athletics Director who prepared the Statement, who indicated he was not aware of any internal control deficiencies related to the gathering or reporting of financial information related to creation of the statement in the University Athletics Department.
- 26. We obtained the "Daily Cash Transfer" and "Daily Sales Reconciliation" for one ticket office employee for 10/1/2020. The reports were signed indicating review by the employee's supervisor.
- 27. We inquired with University Athletics Department personnel to determine if the University Athletics Department can disburse funds outside of the University's normal procurement process. Management indicated that the University Athletics Department has an account they can write checks from, however they can only disburse these funds for team travel. This account carries a minimum balance of \$150,000 and all checks exceeding \$1,500 require two signatures.

We were engaged by management and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges 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 accompanying University Athletics Department Statement of Revenues and Expenses for the year ended June 30, 2021, or the specified elements, accounts, and items or internal control over financial reporting and compliance described above. 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 Oklahoma State 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 specified parties listed above and is not intended to be, and should not be, used by anyone other than these specified parties.

Springfield, Missouri January 11, 2022

BKD,LLP

Oklahoma State University Statement of Revenues and Expenses of the University Athletics Department and Affiliates Year Ended June 30, 2021

(See Independent Accountant's Report on Applying Agreed-Upon Procedures) Exhibit 1

	Football	Men's Basketball	Women's Basketball	Men's Olympic Sports	Women's Olympic Sports	Nonprogram Specific	Total
Operating Revenues							
Ticket sales	\$ 1,993,978	\$ 488,464	\$ 136,002	\$ 1,020,501	\$ 376,070	\$ 134,281	\$ 4,149,296
Direct state or other government support	_	_	-	-	-	200,000	200,000
Student fees	_	_	_	-	_	52,415	52,415
Contributions	9,592,649	2,036,971	41,166	965,415	293,248	6,830,116	19,759,565
In-kind	5,250	-,		35,000	1,097,808	394,523	1,532,581
Media rights	16,883,979	6,582,121	8,754		-,,	4,713,342	28,188,196
NCAA distributions	-	29,040	28,650	116,291	155,174	1,085,915	1,415,070
Conference distributions (non-media/non-bowl)	-	113,956	27,201	107,933	70,773	1,593,341	1,913,204
Conference distributions of bowl generated revenue	6,780,328	-	-	-	-	-	6,780,328
Program sales, concessions,							
novelty sales, and parking Royalties, licensing, advertisements,	139,391	23,197	4,139	113,988	17,277	152,522	450,514
and sponsorships	857,349	115,265	117,425	421,643	389,719	2,632,596	4,533,997
Other operating revenues	(5,915,439)	(54,781)	(713)	(8,731)	39,211	872,888	(5,067,565)
Bowl revenues	591,059		<u> </u>	-			591,059
Total operating revenues	30,928,544	9,334,233	362,624	2,772,040	2,439,280	18,661,939	64,498,660
Operating Expenses							
Athletic student aid	2,563,161	392,978	418,128	1,146,349	2,059,179	1,104,979	7,684,774
Guarantees	200,000	86,111	49,000	52,165	21,887	-	409,163
Coaching salaries, benefits, and bonuses paid by the University and related entities	9,119,613	2,624,733	1,075,397	3,323,601	2,397,105	-	18,540,449
Support staff/administrative salaries, benefits and bonuses paid by							
the University and related entities	1,674,407	489,162	193,787	413,017	345,203	14,423,456	17,539,032
Recruiting	228,542	34,778	7,636	31,737	32,520	-	335,213
Severance payments		· -	· -	-	-	48,072	48,072
Team travel	1,003,576	596,447	485,440	982,026	975,019	-	4,042,508
Sports equipment, uniforms, and supplies	1,209,047	132,497	138,730	586,935	1,767,080	470,772	4,305,061
Game expenses	191,290	159,400	142,150	208,868	230,877	1,270,961	2,203,546
Fundraising, marketing, and promotion	5,250	-	-	20,000	6,881	1,416,354	1,448,485
Sports camp expenses	302,693	-	-	-	-	-	302,693
Spirit groups Athletic facilities debt service,	-	-	-	-	-	69,968	69,968
leases, and rental fees Direct overhead and	-	-	-	-	-	3,215,142	3,215,142
administrative expenses	895,126	159,470	44,981	124,761	280,253	9,683,235	11,187,826
Medical expenses and insurance	58,609	14,193	4,609	43,106	40,614	1,173,676	1,334,807
Memberships and dues	850	58,800	-	121,402	127,145	40,990	349,187
Student athlete meals (nontravel)	61,345	38,886	9,709	234,495	84,658	1,019,582	1,448,675
Bowl expenses	607,218	-	-	-	-	-	607,218
Bowl expenses - coaching bonuses	82,500	-	-	-	-	-	82,500
Other operating expenses	490,658	310,448	35,153	609,815	70,803	2,020,157	3,537,034
Total operating expenses	18,693,885	5,097,903	2,604,720	7,898,277	8,439,224	35,957,344	78,691,353
Excess (deficiency) of							
revenue over expenses	\$ 12,234,659	\$ 4,236,330	\$ (2,242,096)	\$ (5,126,237)	\$ (5,999,944)	\$ (17,295,405)	\$ (14,192,693)

Notes to Statement of Revenues and Expenses of the University Athletics
Department and Affiliates
Year Ended June 30, 2021

(See Independent Accountant's Report on Applying Agreed-Upon Procedures)

Note 1: NCAA Reporting Requirements

The accompanying Statement of Revenues and Expenses (the "Statement") has been prepared on the accrual basis of accounting and is presented in a manner which intends to report all activity of the Oklahoma State University (the "University") Athletics Department, including activity reported by the Oklahoma State University Foundation (the "Foundation") related to intercollegiate athletics. Unrestricted revenues are recorded when earned and expenditures are recorded when incurred. Restricted revenues are reported when expended rather than when received. The revenues and expenses have been classified on a basis consistent with the account structure of the University.

Certain expenses such as depreciation, are recorded at the University level on behalf of the University Athletics Department and not accounted for by the University Athletics Department and are not included in the accompanying statement of revenues and expenses. Additionally, some accruals may be recorded at the University level and are, therefore, not included in this report. The cost of tuition waivers for the benefit of graduate students and other employees working for the University Athletics Department is not recorded as an expenditure at the University Athletics Department level and is, therefore, not included in this report. The University does not currently allocate indirect facilities and administrative support to the University Athletics Department and, therefore, these costs are not included in the accompanying statements.

Note 2: Outside Booster Organizations

Several booster organizations, known as the POSSE, have been established on behalf of the University's intercollegiate athletics program. These organizations are under the financial control of the Foundation in that they are subject to the Foundation's internal accounting control policies and procedures. Activity of the POSSE is included in the accompanying Statement to the extent it is included in the accounts of the Foundation.

Note 3: Affiliated Organization

The Oklahoma State University Foundation, Inc. (Foundation) is a related entity of the University's Athletics Department. The Foundation conducts fundraising activities that support the University Athletics Department.

Note 4: Capital Assets

Major capital activities in the University Athletics Department are generally funded in whole or in part from nonoperating sources. Capital expenditures are generally capitalized in the University Athletics Department's accounting records and depreciated over the useful life of the related assets.

Notes to Statement of Revenues and Expenses of the University Athletics Department and Affiliates Year Ended June 30, 2021

(See Independent Accountant's Report on Applying Agreed-Upon Procedures)

Note 5: Long-Term Debt

The scheduled maturities of the revenue bonds and leases are as follows as of June 30, 2021:

		Master			
	Bonds	Lease	Interest	Total	
2022	\$ 1,080,000	\$ 934,167	\$ 2,576,863	\$ 4,591,030	
2023	1,135,000	961,833	2,493,105	4,589,938	
2024	4,935,000	1,007,917	2,354,650	8,297,567	
2025	1,350,000	1,055,333	2,223,340	4,628,673	
2026	-	1,107,000	2,155,059	3,262,059	
2027 - 2031	24,780,000	6,301,833	7,448,344	38,530,177	
2032 - 2035	13,470,000	4,339,250	1,394,583	19,203,833	
	\$ 46,750,000	\$ 15,707,333	\$ 20,645,944	\$ 83,103,277	



Statement of Revenues and Expenses Variance Schedule of the University Athletics Department and Affiliates

Year Ended June 30, 2021

(See Independent Accountant's Report on Applying Agreed-Upon Procedures) Exhibit 2

	2021	2020	Difference	Explanation provided by Management
Revenues				
Football conference distributions of bowl generated revenue	\$ 6,780,328	\$ 11,269,620	\$ (4,489,292)	. ,
Football media rights	\$ 16,883,979	\$ 18,792,293	\$ (1,908,314)	Decrease due to fewer games televised as a result of COVID.
Men's basketball media rights	\$ 6,582,121	\$ 5,513,751	\$ 1,068,370	Increase due to participation in the NCAA basketball tournament.
Non-program specific contributions	\$ 6,830,116	\$ 11,615,478	\$ (4,785,362)	Decrease due to fewer contributions to POSSE (club seating) due to limited event capacity as a result of COVID.
Total contributions	\$ 19,759,565	\$ 25,517,425	\$ (5,757,860)	Decrease due to limited event capacity as a result of COVID.
Total conference distributions of bowl generated revenue	\$ 6,780,328	\$ 11,269,620	\$ (4,489,292)	Decrease due to limited event capacity as a result of COVID.
Total media rights	\$ 28,188,196	\$ 32,128,494	\$ (3,940,298)	Decrease due to fewer games televised as a result of COVID.
Expenses				
Non-program specific direct overhead and admin	\$ 9,683,235	\$ 8,765,658	\$ 917,577	Increase due to reclassification of non-program specific equipment, uniform, and supplies expenses to direct overhead based on the NCAA Agreed-Upon Procedures.
Total coaching salaries	\$ 18,540,449	\$ 20,862,178	\$ (2,321,729)	Decrease due to salary reductions as a result of COVID.
Total support staff salaries	\$ 17,539,032	\$ 19,551,871	\$ (2,012,839)	Decrease due to layoffs, furloughs, and salary reductions.