

MICHIGAN STATE UNIVERSITY
Department of Intercollegiate Athletics
2022-2023 NCAA Audit Information

Club Name Downtown Coaches

This report should reflect all your income and expenditures for the period July 1, 2022- June 30, 2023. In addition, a projected budget for the 2023-24 year is requested.

Please return to: Morgan LaVoie
550 S. Harrison Road
Michigan State University
East Lansing, MI 48823

DATE DUE: July 31st, 2023

FISCAL YEAR RECAP

| | | |
|--|---------------|--|
| Beginning balance | July 1, 2022 | <u>\$18595.32</u> (from prior year's report) |
| Total Revenue (Detail Follows) | 2022-2023 | <u>13965.06</u> |
| Total Expenditures (Detail Follows) | 2022-2023 | <u>13581.29</u> |
| Ending Balance | June 30, 2023 | <u>18979.09</u> |

(This should be your total cash balance including checking accounts, savings accounts and any cash on hand.)

I. REVENUE

| | Actual 2022-23 | Projected 2023-24 |
|--|---------------------------|------------------------------|
| Membership Dues | <u>4,193.00</u> | <u>4,200.00</u> |
| Donations | <u>2,577.00</u> | <u>2,150.00</u> |
| Fund Raisers _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| Group Trips _____ | _____ | _____ |
| Receptions and Luncheons _____ | <u>7,022.00</u> | <u>7,500.00</u> |
| <u>Preseason BBQ w/Team</u> | <u>0</u> | <u>2,500.00</u> |
| Merchandise Sales <u>Membership Badge</u> | <u>0</u> | <u>0</u> |

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I. REVENUE (continued)

| | Actual 2022-23 | Projected 2023-24 |
|-----------------------|-------------------|----------------------|
| Interest Income _____ | <u>173.06</u> | <u>150.00</u> |
| Miscellaneous _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

| | | |
|----------------------|---|------------------|
| TOTAL REVENUE | <u>13,965.06</u> | <u>16,500.00</u> |
| | This amount must equal the amount shown on page 1 | |

II. EXPENDITURES

| | Actual 2022-23 | Projected 2023-24 |
|---|-------------------|----------------------|
| Mailings, letters, advertising, etc. | <u>1,786.18</u> | <u>995.24</u> |
| Travel: | | |
| Group _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| Individuals _____ | _____ | _____ |
| Awards/Gifts: | | |
| Club (List): <u>Club Member Awards</u> | <u>297.64</u> | <u>1,300.00</u> |
| <u>Memorials/Student of Week</u> | <u>0</u> | <u>50.00</u> |
| Athletes/ Parents <u>List Detail on page 4</u> | <u>0</u> | <u>0</u> |
| Coaches/ Staff <u>List Detail on page 5</u> | <u>0</u> | <u>0</u> |
| Supplies (List): _____ | <u>47.47</u> | <u>250.00</u> |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

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| II. EXPENDITURES (continued) | Actual 2022-23 | Projected 2023-24 |
|--|-------------------|----------------------|
| Contributions: | | |
| (List) <u>SPARTAN FUND</u> | <u>1,500.00</u> | <u>1,500.00</u> |
| <u>Development-Band Jackets</u> | <u>1,300.00</u> | <u>500.00</u> |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| Golf Outing _____ | _____ | _____ |
| Merchandise <u>BOD President Badge</u> | <u>15.00</u> | <u>15.00</u> |
| For Resale | | |
| Promotion Items | | |
| (List) _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| Raffles _____ | _____ | _____ |
| Receptions/ <u>Luncheons/BBQ/Happy Hr</u> | <u>7,162.85</u> | <u>14,700.00</u> |
| And Luncheons | | |
| Miscellaneous <u>Bank Service Fees</u> | _____ | _____ |
| (List) <u>Membership Pins/Cards</u> | <u>1,108.60</u> | <u>1,200.00</u> |
| <u>State Registration Fee</u> | <u>20.00</u> | <u>20.00</u> |
| <u>Square Fees</u> | <u>141.55</u> | <u>150.00</u> |
| <u>Other (PO Box, Misc Business)</u> | <u>202.00</u> | <u>232.00</u> |

| | | |
|--------------------|---|------------------|
| TOTAL EXPENDITURES | <u>13,581.29</u> | <u>20,912.24</u> |
| | This amount must equal the amount shown on page 1 | |

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III. FUNDS EXPENDED ON CURRENT STUDENT-ATHLETES

To your knowledge has your club or any individual member of your club directly expended funds for or on behalf of current student-athletes? Yes No

Yes _____ No _____

For or on behalf of a current student-athlete's parents or relatives? Yes No

Yes _____ No _____

This would include any awards or gifts purchased directly by the club such as plaques, watches, warm-ups, t-shirts, etc. and any complimentary admissions, meals, etc. (Generally, NCAA legislation permits underclassmen to receive a total of \$150 in gifts & seniors to receive up to \$300. The University coordinates Award limits.) Support provided through donations to the Ralph Young Fund should **NOT** be included here.

If yes, please complete the information below:

| | <u>Name</u> | <u>Specific Item</u> | <u>Total Cost</u> | <u>Purpose</u> |
|----|-------------|----------------------|-------------------|----------------|
| 1 | _____ | _____ | _____ | _____ |
| 2 | _____ | _____ | _____ | _____ |
| 3 | _____ | _____ | _____ | _____ |
| 4 | _____ | _____ | _____ | _____ |
| 5 | _____ | _____ | _____ | _____ |
| 6 | _____ | _____ | _____ | _____ |
| 7 | _____ | _____ | _____ | _____ |
| 8 | _____ | _____ | _____ | _____ |
| 9 | _____ | _____ | _____ | _____ |
| 10 | _____ | _____ | _____ | _____ |
| 11 | _____ | _____ | _____ | _____ |
| 12 | _____ | _____ | _____ | _____ |

IV. FUNDS EXPENDED ON PROSPECTIVE STUDENT-ATHLETES

(Current high school athletes in grades 9-12 or junior college athletes)

To your knowledge has your club or any individual member of your club directly expended funds for or on behalf of prospective student-athletes? Yes No

Yes _____ No _____

For or on behalf of a prospective student-athlete's parents or relatives? Yes No

Yes _____ No _____

If yes, please explain in detail the amount, circumstances, etc.

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V. FUNDS EXPENDED ON COACHES, TRAINERS, MANAGERS, ETC.

To your knowledge has your club or any individual member of your club expended funds to coaches, trainers, managers, etc.? Yes No

If yes, please complete the information below:

| | <u>Name</u> | <u>Specific Item</u> | <u>Total Cost</u> | <u>Purpose</u> |
|---|-------------|----------------------|-------------------|----------------|
| 1 | _____ | _____ | _____ | _____ |
| 2 | _____ | _____ | _____ | _____ |
| 3 | _____ | _____ | _____ | _____ |
| 4 | _____ | _____ | _____ | _____ |
| 5 | _____ | _____ | _____ | _____ |
| 6 | _____ | _____ | _____ | _____ |

VI. CLUB MEMBERSHIP INFORMATION

| | | |
|----|----------------------------|--------------|
| A. | Current Membership Total | <u>189</u> |
| B. | Dues Structure: Individual | <u>\$35</u> |
| | Family | <u>\$50</u> |
| | Other | <u>\$200</u> |

VII. OUR ACCOUNTS AND MONIES ARE CURRENTLY AT:

Name of Bank/Location MSU Federal Credit Union / East Lansing

VIII. PLEASE SEND A LIST OF ALL BOARD MEMBERS FOR THE 2022-23 YEAR TO MORGAN LAVOIE @ MORGAN.R@ATH.MSU.EDU. (PLEASE INCLUDE NAME, ADDRESS, HOME AND WORK TELEPHONE NUMBERS AND E-MAIL ADDRESS.)

IX. PLEASE SEND A COPY OF YOUR CURRENT CONSTITUTION, BY-LAWS, ETC TO MORGAN LAVOIE @ MORGAN.R@ATH.MSU.EDU. IF THERE HAVE BEEN ANY CHANGES OR YOUR CLUB IS NEW.

We have reviewed the above and to our knowledge find the information accurate.

PRESIDENT OF CLUB Harriett Dean 7-26-23
Harriett Dean 7-26-23 (Jul 26, 2023 15:27 EDT)
 Signature – Date

TREASURER OF CLUB Josephine Smith
Josephine Smith (Jul 25, 2023 13:42 EDT)
 Signature – Date

PLEASE DO NOT SUBMIT WITHOUT BOTH SIGNATURES