



MEMORANDUM

November 1, 2016

VIA EMAIL

TO: Senior Compliance Administrators
Chief Financial Officers for Athletics
of Selected Division I Institutions.

FROM: Kathleen T. McNeely
Senior Vice President of Administration and Chief Financial Officer.

SUBJECT: NCAA Membership Financial Reporting System and Revenue Distribution
Presentation.

As a follow-up to communications sent on September 15, 2016 pertaining to the opening of the Financial Reporting System (FRS), the NCAA finance staff will be posting a presentation regarding the incorporation of revenue distribution submissions within FRS. The presentation will also cover the impact of cost of attendance on grants-in-aid revenue distribution and the proper recording of other expenses related to attendance within Compliance Assistant. The presentation will be posted on <http://www.ncaa.org/about/resources/finances/ncaa-membership-financial-reporting-system> no later than Thursday, November 10th. We highly encourage all Division I membership and their independent accountants to view this important presentation.

After you have viewed the online presentation, please join the NCAA staff for a 30-minute question and answer session. Dates, times and contact information are as follows.

Tuesday, November 15 at 1 p.m. EST
Wednesday, November 16 at 1:30 p.m. EST
Thursday, November 17 at 2 p.m. EST

Call-in number: 1.877.402.9753
Access code: 4313495

As a friendly reminder, data submissions for the Financial Reporting System are due Tuesday, January 17, 2017 at 5 p.m. EST. For additional information click <http://www.ncaa.org/about/resources/finances/ncaa-membership-financial-reporting-system>.

Please direct questions as follows:

Revenue Distribution: Andrea Worlock at aworlock@ncaa.org;
Compliance Assistant: complianceassistant@ncaa.org;
Financial Reporting System: ncaafrc@ncaa.org.

KTM:afw

cc: Conference Chief Financial Officers for Athletics
Conference Senior Compliance Administrators
Selected NCAA Staff Members

National Collegiate Athletic Association

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