

**EDUCATION, TRAINING AND RESEARCH ASSOCIATES**

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**REPORT ON AUDITS OF FINANCIAL STATEMENTS**

June 30, 2021 and 2020



# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

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## INDEPENDENT AUDITORS' REPORT

The Board of Directors  
Education, Training and Research Associates  
Scotts Valley, California

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of Education, Training and Research Associates (“ETR,” a nonprofit organization), which comprise the statements of financial position as of June 30, 2021 and 2020, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

### ***Management’s Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditors’ Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors’ judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of ETR as of June 30, 2021 and 2020, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Other Matters***

### *Other Information*

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 of the *U.S. Code of Federal Regulations*, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 20, 2021, on our consideration of ETR's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering ETR's internal control over financial reporting and compliance.

BPM LLP

San Jose, California  
October 20, 2021

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## STATEMENTS OF FINANCIAL POSITION

As of June 30, 2021 and 2020

	2021	2020
<b>ASSETS</b>		
Current assets:		
Cash and cash equivalents	\$ 2,150,206	\$ 2,776,233
Investments	6,928,381	6,769,550
Accounts receivable, net	3,364,738	2,910,538
Employee note receivable, current portion	10,714	10,714
Related party - note receivable, current portion	55,946	59,331
Publication inventories, net	715,506	853,359
Prepaid expenses	108,348	180,984
Total current assets	<u>13,333,839</u>	<u>13,560,709</u>
Property and equipment, net	541,072	811,873
Deferred publication development costs, net	247,832	420,155
Employee note receivable, net of current portion	21,429	32,143
Related party - note receivable and investment, net	200,248	187,609
Goodwill	1,075,000	1,075,000
Other assets	66,183	77,014
Total assets	<u>\$ 15,485,603</u>	<u>\$ 16,164,503</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current liabilities:		
Notes payable, current portion	\$ -	\$ 75,000
Related party - accounts payable	29,081	74,148
Accounts payable	931,594	748,279
Accrued compensation absences	618,313	570,667
Accrued expenses and other liabilities	3,916	663
Deferred rent, current portion	35,648	31,257
Refundable advances	753,941	626,781
Deferred revenue, current portion	745,194	292,824
Total current liabilities	<u>3,117,687</u>	<u>2,419,619</u>
Deferred revenue, net of current portion	412,592	300,137
Deferred rent, net of current portion	70,177	49,837
Paycheck Protection Program note payable	-	1,717,874
Total liabilities	<u>3,600,456</u>	<u>4,487,467</u>
Commitment and contingencies (Note 17)		
Net assets:		
Without donor restrictions:		
Undesignated	10,735,147	10,527,036
Board designated	1,150,000	1,150,000
Total without donor restrictions	<u>11,885,147</u>	<u>11,677,036</u>
Total liabilities and net assets	<u>\$ 15,485,603</u>	<u>\$ 16,164,503</u>

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## STATEMENT OF ACTIVITIES

For the year ended June 30, 2021

	Program			Total
	Publications	Services	Administration	
Change in net assets without donor restrictions:				
Operating activities:				
Support and revenue:				
Publication and subscription sales	\$ 4,043,655	\$ -	\$ -	\$ 4,043,655
Federal and state government grants, and training	-	12,062,638	-	12,062,638
Foundation and private grants	-	1,818,083	-	1,818,083
Consulting and other income	-	14,500	104,482	118,982
Total support and revenue	<u>4,043,655</u>	<u>13,895,221</u>	<u>104,482</u>	<u>18,043,358</u>
Expenses:				
Salary and related expenses	2,539,296	7,317,716	2,748,155	12,605,167
Outside labor	223,170	3,512,058	189,843	3,925,071
Cost of publications sold	892,259	5,000	-	897,259
Printing, duplication and mailing	257,280	162,044	5,355	424,679
Sales and promotional	1,786	16,278	166	18,230
Supplies and educational materials	3,640	106,640	26,182	136,462
Rent	199,718	442,549	110,204	752,471
Operation of facilities and equipment	193,156	1,007,298	170,243	1,370,697
Travel, participant reimbursement and stipends	1,046	111,036	2,480	114,562
Depreciation and amortization	56,625	168,937	44,240	269,802
Professional services	38,737	-	129,500	168,237
Other	5,657	12,280	86,877	104,814
Total expenses	<u>4,412,370</u>	<u>12,861,836</u>	<u>3,513,245</u>	<u>20,787,451</u>
Total operating activities change in net assets	<u>(368,715)</u>	<u>1,033,385</u>	<u>(3,408,763)</u>	<u>(2,744,093)</u>
Non-operating activities:				
Equity method gain in dfusion	-	-	81,241	81,241
Net realized and unrealized gain on investments	-	-	1,035,293	1,035,293
Interest and dividend income	-	-	150,199	150,199
Other non-operating loss	-	-	(51,777)	(51,777)
Extinguishment of Paycheck Protection Program interest and debt	-	-	1,737,248	1,737,248
Total non-operating activities change in net assets	<u>-</u>	<u>-</u>	<u>2,952,204</u>	<u>2,952,204</u>
Change in net assets	<u>\$ (368,715)</u>	<u>\$ 1,033,385</u>	<u>\$ (456,559)</u>	<u>208,111</u>
Net assets without donor restrictions, at beginning of year				<u>11,677,036</u>
Net assets without donor restrictions, at end of year				<u>\$ 11,885,147</u>

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## STATEMENT OF ACTIVITIES

For the year ended June 30, 2020

	Program			Total
	Publications	Services	Administration	
Change in net assets without donor restrictions:				
Operating activities:				
Support and revenue:				
Publication and subscription sales	\$ 4,653,423	\$ -	\$ -	\$ 4,653,423
Federal and state government grants, and training	-	11,166,652	-	11,166,652
Foundation and private grants	-	1,866,526	-	1,866,526
Consulting and other income	-	40,190	107,385	147,575
Total support and revenue	<u>4,653,423</u>	<u>13,073,368</u>	<u>107,385</u>	<u>17,834,176</u>
Expenses:				
Salary and related expenses	2,137,527	6,764,771	2,789,543	11,691,841
Outside labor	241,422	2,650,378	161,196	3,052,996
Cost of publications sold	1,093,172	189	-	1,093,361
Printing, duplication and mailing	460,622	62,874	12,423	535,919
Sales and promotional	6,730	4,578	10,503	21,811
Supplies and educational materials	10,954	144,163	24,218	179,335
Rent	253,911	541,963	188,697	984,571
Operation of facilities and equipment	479,318	1,141,144	203,436	1,823,898
Travel, participant reimbursement and stipends	111,309	430,063	120,855	662,227
Depreciation and amortization	62,084	189,197	57,529	308,810
Professional services	50,867	612	106,697	158,176
Other	8,014	17,266	87,745	113,025
Total expenses	<u>4,915,930</u>	<u>11,947,198</u>	<u>3,762,842</u>	<u>20,625,970</u>
Total operating activities change in net assets	<u>(262,507)</u>	<u>1,126,170</u>	<u>(3,655,457)</u>	<u>(2,791,794)</u>
Non-operating activities:				
Equity method gain in diffusion	-	-	(13,749)	(13,749)
Net realized and unrealized gain on investments	-	-	174,586	174,586
Interest and dividend income, net	-	-	242,682	242,682
Total non-operating activities change in net assets	<u>-</u>	<u>-</u>	<u>403,519</u>	<u>403,519</u>
Change in net assets	<u>\$ (262,507)</u>	<u>\$ 1,126,170</u>	<u>\$ (3,251,938)</u>	<u>(2,388,275)</u>
Net assets without donor restrictions, at beginning of year				<u>14,065,311</u>
Net assets without donor restrictions, at end of year				<u>\$ 11,677,036</u>

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## STATEMENTS OF CASH FLOWS

For the years ended June 30, 2021 and 2020

	2021	2020
Cash flows from operating activities:		
Change in net assets	\$ 208,111	\$ (2,388,275)
Adjustments to reconcile change in net assets to net cash used in operating activities:		
Depreciation	269,802	308,810
Amortization of deferred publication development costs	172,323	299,574
Loss on disposal of property and equipment	999	-
Realized and unrealized gain on investments	(1,035,293)	(174,586)
Non - cash interest expense	19,374	-
Deferred rent	24,731	(40,122)
Equity method (gain) loss in dfusion	(81,241)	13,749
Change in allowance for doubtful accounts	(3,907)	13,938
Extinguishment of Paycheck Protection Program interest and debt	(1,737,248)	-
Change in operating assets and liabilities:		
Accounts receivable, net	(450,293)	1,081,951
Related party accounts payable, net	(45,067)	53,135
Publication inventories, net	137,853	(213,888)
Prepaid expenses and other assets	83,467	55,526
Accounts payable	183,315	(499,736)
Accrued compensation, expenses and other liabilities	50,899	84,161
Refundable advances	127,160	626,781
Deferred revenue	564,825	(636,309)
Net cash used in operating activities	(1,510,190)	(1,415,291)
Cash flows from investing activities:		
Purchase of investments	(123,538)	(3,022,254)
Sale of investments	1,000,000	5,814,583
Purchase of property and equipment	-	(71,746)
Proceeds from payment on related party and employee notes receivable	82,701	46,056
Net cash provided by investing activities	959,163	2,766,639
Cash flows from financing activities:		
(Payment) proceeds on line of credit	-	(1,000,000)
Net proceeds on Paycheck Protection Program note	-	1,717,874
Net payment on note payable	(75,000)	(150,000)
Net cash (used in) provided by financing activities	(75,000)	567,874
Net (decrease) increase in cash and cash equivalents	(626,027)	1,919,222
Cash and cash equivalents, beginning of year	2,776,233	857,011
Cash and cash equivalents, end of year	\$ 2,150,206	\$ 2,776,233

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## STATEMENTS OF CASH FLOWS, Continued

For the years ended June 30, 2021 and 2020

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	<u>2021</u>	<u>2020</u>
Supplemental disclosures of cash flow information:		
Cash paid for interest	<u>\$ -</u>	<u>\$ 32,278</u>

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 1. Organization

Education, Training and Research Associates (“ETR” or the “Organization”), incorporated in the State of California in 1981, is a nonprofit organization whose purpose is to improve health and increase opportunities for youth, families and communities. ETR envisions a world where all people have the information, skills, and opportunities to lead healthy lives.

On July 20, 2015, ETR acquired 100% of the outstanding stock of Select Media, Inc. (“Select Media”). The acquisition of Select Media provides ETR with the opportunity to create broader and more innovative programs, products, and services, specifically expanding ETR’s ability to provide medically accurate sexual health information to youth.

On March 15, 2019, Internet Sexuality Information Services, Inc., d.b.a. Youth+Tech+Health (“YTH”), a California nonprofit organization, merged into ETR. The merger provides ETR with greater capacity to advance health equity through expansion into global networks and promoting innovation in applying the use of technology to interventions for youth.

### 2. Summary of Significant Accounting Policies

#### *Basis of Presentation*

The financial statements of ETR have been prepared using the accrual basis of accounting, under which revenues are recognized when they are earned and expenses are recognized when the liability is incurred. ETR’s program expenses include publications costs in the accompanying statement of activities.

#### *Measure of Operations*

ETR includes in its measure of operations all revenue and expenses that are an integral part of its programs and supporting activities. The measure of operations does not include amounts related to investment activity.

#### *Use of Estimates*

In preparing financial statements in conformity with accounting principles generally accepted in the United States of America, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### *Reclassifications*

Certain comparative amounts in the fiscal year 2020 financial statements have been reclassified to conform to the current year presentation. These reclassifications have no effect on previously reported operating expenses or changes in net assets.

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 2. Summary of Significant Accounting Policies, continued

#### *Cash and Cash Equivalents*

Cash consists of cash on hand and cash in demand deposit accounts. Cash equivalents include investments in highly liquid debt instruments with an original maturity of three months or less.

ETR maintains its cash in bank deposit accounts which, at times, may exceed federally insured limits. ETR has not experienced any losses in such accounts. Management believes it is not exposed to any significant risk on cash accounts.

#### *Investments*

Investments, which consist primarily of exchange traded funds, mutual funds and money market funds, are recorded at fair value. For exchange traded funds, mutual funds and money market funds traded on security exchanges, fair value is determined at closing market prices on the date closest to June 30.

Net realized and unrealized gains or losses are classified as increases or decreases in net assets without donor restrictions. Investment valuation and return is subject to fluctuations in market performance. Accordingly, investment return may vary from period to period and in future periods depending on the performance of the underlying investments and these variations could be significant.

#### *Allowance for Uncollectible Accounts*

ETR extends credit to its customers and grantors in the normal course of business and performs ongoing credit evaluations of its customers and grantors, maintaining allowances for potential credit losses which, when realized, have been within management's expectations. The allowance for uncollectible accounts was \$68,088 and \$85,816 as of June 30, 2021 and 2020, respectively. The allowance is based on management's experience with ETR's historical credit losses and current economic trends and conditions. Receivables are considered delinquent when an account has been outstanding for more than 30 days and are written off when all collection efforts have been exhausted and collection appears unlikely. Bad debt expense (recovery) for the year ended June 30, 2021 and 2020 was \$(3,907) and \$13,938, respectively, which is included in the statement of activities within cost of publications sold.

#### *Publication Inventories*

Publication inventories are valued at the lower of cost or net realizable value. Cost is determined using the moving average cost method, which approximates the first-in, first-out method. Publication inventories consisted entirely of finished goods as of June 30, 2021 and 2020.

#### *Allowance for Excess and Slow-Moving Inventories*

The management of ETR monitors its publication inventories on hand for salability. This monitoring includes review of historical sales experience, projected sales activity by title, and any planned changes to a title that are known to management. Any slow-moving or non-salable inventory identified is reserved or written down at that time. Publication inventories write offs identified as slow-moving or non-salable were \$10,467 and \$2,727 for the years ended June 30, 2021 and 2020, respectively. These write down costs are classified as a component of cost of publications sold in the statement of activities. As of June 30, 2021 and 2020, the Organization did not have an allowance for excess or slow-moving publication inventories.

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 2. Summary of Significant Accounting Policies, continued

#### *Property and Equipment*

Property and equipment is recorded at cost. ETR capitalizes asset acquisitions with a useful life expectancy of greater than three years and with a minimum cost of \$5,000. Depreciation of property and equipment is calculated using the straight-line basis over estimated useful lives. Leasehold improvements are amortized over the shorter of the estimated useful life of the improvement or the term of the related lease. Maintenance and minor repairs are charged as operating expenditures, while major renewals and betterments are capitalized and depreciated. Upon retirement or replacement of an asset, any related gain or loss is recognized in the statement of activities.

Included in property and equipment are certain external and internal costs, including internal payroll costs, incurred in connection with the development of operating software for internal use. These costs are capitalized beginning when ETR has entered the application development stage and ceases when the software is substantially complete and is ready for its intended use.

#### *Investment in dfusion*

Under the equity method, ETR increases (decreases) its investments in the investee company for capital contributions (distributions) and its proportionate share of accrual basis earnings or (losses). ETR evaluates its existing investment in the investee company for impairment of value on an annual basis and recognizes any decrease in value, if any, when determined. ETR's carrying value in an equity method investee company is a positive balance due to equity gains recorded in the current and prior years. The investment is included on the statements of financial position under related party – note receivable and investment, net.

#### *Deferred Publication Development Costs*

Costs associated with the development of publications expected to have significant sales value over future years are capitalized. Capitalized costs consist of outside design, layout, art and photo services, composition, translation, film and plate preparation charges and internally developed computer software to be sold. Software development costs are capitalized beginning when the Organization has entered technological feasibility of the application and ceases when the product is available for general release to customers. Capitalized costs include staff time and related expenses incurred in connection with publications and software development. Capitalized costs are amortized over a two to seven year period (the estimated lives of related publications and software products) on a straight-line basis beginning on the in-stock date of the publication or release of a software product. Write-downs of unamortized deferred publication development costs are made in the period in which management determines that the publications or software will be discontinued.

#### *Goodwill*

The Organization reviews its acquired goodwill for impairment annually or more frequently if events or changes in circumstances indicate that the carrying amount may not be recoverable. The Organization reviews goodwill for impairment under accounting guidance which allows for a qualitative review to be performed before a quantitative analysis is performed, if necessary. If the qualitative analysis indicates the goodwill is more likely than not impaired, then the Organization calculated the fair value of the Organization to determine if impairment exists. Management determined that there were no qualitative factors that gave rise to impairment in 2021 and 2020; as a result, there was no impairment of goodwill.

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 2. Summary of Significant Accounting Policies, continued

#### *Deferred Revenue*

ETR provides services and materials to various governmental agencies and foundations under exchange contracts. Proceeds and program income applicable to such contracts are deferred and recognized as revenue, together with related costs and expenditures, as the services are performed.

#### **Refundable Advances**

ETR receives grant awards from governmental agencies for which the revenue is considered to be conditional contributions due to the limited discretion in spending the funds. The conditions are considered met upon incurring allowable expenses in accordance with each grant agreement. Amounts received in advance are included in refundable advances on the statement of financial position.

#### **Net Assets**

Net assets and changes therein are classified as without donor restrictions and with donor restrictions based on the absence or existence and type of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

**Without Donor Restrictions** – Net assets available for use in general operations and not subject to donor or certain grantor restrictions. The Board has designated \$1,150,000 to be used as a reserve in the event of any unforeseen circumstances that may cause undue financial hardship and strains on cash flows. These funds can be released by the Board, if deemed necessary.

**With Donor Restrictions** – Net assets subject to donor or certain grantor-imposed restrictions. ETR did not hold funds subject to donor or grantor restrictions as of June 30, 2021 and 2020.

#### *Revenue Recognition*

The Organization has analyzed the provisions of the Financial Accounting Standards Board (“FASB”) Accounting Standards Codification Topic 606, *Revenue from Contracts with Customers*, and has concluded that no changes are necessary to conform with the new standard. Revenue from publication sales, software license sales, and grants and contracts are recognized based on:

- Identifying the contract with a customer;
- Identifying the performance obligations in the contract;
- Determining the transaction price; and
- Allocating the transaction price to the performance obligations in the contract; and
- Recognizing revenue when, or as, the performance obligations are satisfied.

The Organization performs the majority of its services under contracts and grants awarded by the U.S. Government. The Organization also received revenue through publication and subscription sales.

The Organization has elected to use the practical expedient to disregard the financing component when its payment terms are less than one year. The Organization has not incurred any material costs to obtain contracts to date.

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 2. Summary of Significant Accounting Policies, continued

#### *Revenue Recognition*, continued

##### **Publication Sales**

Publication revenue is generally recognized upon product shipment; program service revenue is generally recognized based on the expenditures incurred on the programs, consistent with the nature of the contracts. A significant portion of ETR's program service revenues are from federal and state grants and contracts, which impose certain restrictions on the types of expenditures allowed. Training, consulting, and other income are recognized over the term of the contract or when the service is performed.

##### **Software License Sales**

ETR sells multi-year subscriptions for educational software to customers. Revenue from software subscriptions is deferred and recognized ratably over the license term beginning on the commencement date of the license. The digital subscriptions revenue range in terms from one to eight years. Amounts that have been billed and paid for software subscriptions are recorded in deferred revenue or net revenues, depending on whether the revenue recognition criteria have been met.

##### **Grants and Contributions**

A portion of the Organization's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Organization has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as refundable advances in the statement of financial position.

#### *Shipping and Handling*

Fees for shipping and handling charged to customers are recorded as revenue as part of publication and subscription sales. For the years ended June 30, 2021 and 2020, shipping and handling fees amounted to \$251,901 and \$370,287, respectively. Shipping and handling costs are classified as a component of printing, duplication and mailing.

#### *Advertising Costs*

ETR expenses advertising costs as incurred. For the years ended June 30, 2021 and 2020, advertising expenses amounted to \$18,231 and \$21,811, respectively.

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 2. Summary of Significant Accounting Policies, continued

#### *Certain Risks and Concentrations*

From time to time, ETR is subject to legal proceedings and claims which arise in the normal course of its business. In the opinion of management, the amount of ultimate liability, if any, with respect to these actions will not have a material adverse effect on ETR's financial position, changes in net assets, or cash flows.

Financial instruments, which potentially subject the Organization to concentrations of credit risk, consist principally of cash and cash equivalents and investments. The Organization maintains its cash in various bank deposit accounts which, at times, may exceed federally insured limits. The Organization has not experienced any losses in such accounts. The Organization attempts to limit its credit risk associated with cash equivalents and investments by utilizing outside investment managers to place the Organization's investments with highly rated corporate and financial institutions. Management believes that the Organization is not exposed to any significant credit risk related to concentrations. The maximum loss on the investments would be the carrying amount in the financial statements, less amounts insured by the Securities Investor Protection Corporation ("SIPC"). As of June 30, 2021 and 2020, the Organization held investments in excess of the SIPC insurance limits.

ETR performs ongoing credit evaluations of its customers and generally does not require collateral. ETR maintains allowances for potential credit losses that it believes to be adequate. Two customers accounted for 25% and 10% of total receivables as of June 30, 2021. Two customers accounted for 37% and 10% of total receivables as of June 30, 2020. One customer accounted for 22% of total revenue for the year ended June 30, 2021. One customer accounted for 26% of total revenue for the year ended June 30, 2020.

As part of the normal course of business, ETR has supplier concentrations with one vendor accounting for 10% and 18% of accounts payable as of June 30, 2021 and 2020, respectively.

#### *Fair Value Measurements*

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. A framework for measuring fair value prioritizes the use of observable market-based inputs over the use of unobservable inputs when measuring fair value. An investment's categorization is based on the lowest level of input that is significant to the fair value of measurement.

The three-level hierarchy for fair value measurements is defined as follows:

*Level 1* – Quoted market prices (observable inputs) in active markets for identical assets or liabilities that the entity has the ability to access at the measurement date. Example: listed securities.

*Level 2* – Observable inputs other than quoted prices included in Level 1 for the asset or liability, either directly or indirectly. Fair value is determined through the use of models or other valuation methodologies. Example: thinly traded securities.

*Level 3* – Unobservable inputs for the asset or liability that are not corroborated by market data, and reflect the entity's assumptions for pricing the asset or liability.

The Organization's investments were in mutual funds and exchange traded funds. All investments are recorded at the quoted market prices as of June 30, 2021 and 2020.

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 2. Summary of Significant Accounting Policies, continued

#### *Fair Value Measurements*, continued

Fair value measurement policies and procedures for assets and liabilities are determined under the supervision of the Board of Trustees. The Organization establishes fair value measurement policies and procedures for assets and liabilities. Valuation methodologies are consistent with the market, income, and cost approaches. Unobservable inputs used in fair value measurements are evaluated and adjusted on an annual basis, or as necessary based on current market conditions and other third-party information. In determining the reasonableness of the methodology, the Organization evaluates a variety of factors, including a review of existing agreements, economic conditions, industry, and market developments.

#### *Income Taxes*

ETR is a qualified organization exempt from Federal and California income taxes under the provisions of 501(c)(3) of the Internal Revenue Code and 23701(d) of the California Revenue and Taxation Code, respectively. Accordingly, no provision for income taxes has been included in the accompanying financial statements.

The Organization's Federal Return of Organization Exempt from Income Tax (Forms 990) are subject to examination by the Internal Revenue Service, generally for three years after they are filed. The Organization's state returns (Forms 199) could be subject to examination by state taxing authorities, generally for four years after they are filed.

#### *Functional Expense Allocations*

The costs of providing the Organization's program and other activities have been summarized on a functional basis in the statement of activities. The statement of activities present natural classification detail of expenses by function. The major functional expense classifications are publications, program services, and administration. Publications, classified as a program service, included expenses that are directly related to product sales to public agencies and nonprofit organizations. Program services include expenses that are directly related to providing health education materials, training, and related research. Administration are all activities of the Organization other than publications and program services and includes expenses for general oversight and management of the Organization.

Expenses are allocated directly to program activities if they can be specifically tracked to a program. Additionally, certain costs benefit more than one function and are allocated. For the year ended June 30, 2021 and 2020, these expenses include information technology services and facilities, both of which are allocated based on employee time worked in each function.

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 2. Summary of Significant Accounting Policies, continued

#### *Change in Accounting Principles*

During the year ended June 30, 2021, the Organization adopted FASB issued Accounting Standards update (“ASU”) 2014-09, *Revenue from Contracts with Customers* (Topic 606), which converges the FASB and the International Accounting Standards Board standards on revenue recognition. The ASU supersedes the revenue recognition requirements in ASC 605, *Revenue Recognition*. The guidance provides a five-step analysis of transactions to determine when and how revenue is recognized, based upon the core principle that revenue is recognized to depict the transfer of goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. The guidance also requires additional disclosures regarding the nature, amount, timing and uncertainty of revenue and cash flows arising from contracts with customers. There was no material impact to adopt the new standard.

#### *Recent Accounting Pronouncements*

In February 2016, the FASB issued ASU 2016-02, *Leases* (“ASU 2016-02”). The objective of ASU 2016-02 is to increase transparency and comparability among organizations by recognizing lease assets and liabilities on the balance sheet for leases with a lease term of more than 12 months. In addition, ASU 2016-02 will require additional disclosures regarding key information about leasing arrangements. Under existing guidance, operating leases are not recorded as lease assets and lease liabilities on the balance sheet. ASU 2016-02 will be effective for fiscal years beginning after December 15, 2021, with early adoption permitted. The Organization is currently evaluating the impact of the adoption of ASU 2016-02 and the various subsequent amendments that were issued by the FASB on its consolidated financial statements.

In September 2020, the FASB issued ASU 2020-07, *Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets* (Topic 958) (“ASU 2020-07”). ASU 2020-07 requires nonprofits to change their financial statement presentation and disclosure of contributed nonfinancial assets, or gifts-in-kind. The FASB issued the update in an effort to improve transparency in reporting nonprofit gifts-in-kind. ASU 2020-07 requires the new standard to be applied retrospectively, with amendments taking effect for annual reporting periods beginning after June 15, 2021, and interim periods within annual reporting periods beginning after June 15, 2022. ASU 2020-07 does allow for early adoption. The Organization is currently evaluating the impact of adopting ASU 2020-07 on its financial statements.

### 3. Available Resources and Liquidity

ETR regularly monitors liquidity required to meet its operating needs and other contractual commitments, while also striving to maximize the investment of its available funds. ETR has various sources of liquidity at its disposal, including cash and cash equivalents, marketable debt and equity securities, and a line of credit. See Note 12 for information about ETR’s line of credit.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, ETR considers all expenditures related to its ongoing activities of product development and dissemination, research, training and program delivery, as well as the conduct of services undertaken to support those activities, to be general expenditures.

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 3. Available Resources and Liquidity, continued

As of June 30, 2021 and 2020, the following financial assets could readily be made available within one year of the balance sheet date to meet general expenditures:

	<u>2021</u>	<u>2020</u>
Cash and cash equivalents	\$ 2,150,206	\$ 2,776,233
Investments	6,928,381	6,769,550
Accounts receivable, net	<u>3,364,738</u>	<u>2,910,538</u>
Total financial assets	12,443,325	12,456,321
Less: Board designated funds	<u>(1,150,000)</u>	<u>(1,150,000)</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 11,293,325</u>	<u>\$ 11,306,321</u>

### 4. Investments

Investments include the following as of June 30:

	<u>2021</u>	<u>2020</u>
Mutual funds	\$ 5,694,571	\$ 5,862,539
Exchange traded funds	1,232,314	901,862
Money market funds	<u>1,496</u>	<u>5,149</u>
	<u>\$ 6,928,381</u>	<u>\$ 6,769,550</u>

Income from investment accounts consisted of the following for the years ended June 30:

	<u>2021</u>	<u>2020</u>
Interest and dividend income, net	\$ 123,539	\$ 207,671
Net realized and unrealized gains	<u>1,035,293</u>	<u>174,586</u>
	<u>\$ 1,158,832</u>	<u>\$ 382,257</u>

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

### 5. Fair Value Disclosures

The following tables summarize the financial assets measured at fair value on a recurring basis as of June 30, 2021 and 2020:

	Assets at Fair Value of June 30, 2021			
	Level 1	Level 2	Level 3	Total
Cash and cash equivalents:				
Money market funds	\$ 62,466	\$ -	\$ -	\$ 62,466
Investments:				
Money market funds	1,496	-	-	1,496
Global fund	772,773	-	-	772,773
Fixed income	3,105,543	-	-	3,105,543
Emerging markets	459,542	-	-	459,542
Blend fund	2,589,027	-	-	2,589,027
Total investments	6,928,381	-	-	6,928,381
Total financial assets	\$ 6,990,847	\$ -	\$ -	\$ 6,990,847

	Assets at Fair Value of June 30, 2020			
	Level 1	Level 2	Level 3	Total
Cash and cash equivalents:				
Money market funds	\$ 104,454	\$ -	\$ -	\$ 104,454
Investments:				
Money market funds	5,149	-	-	5,149
Global fund	579,675	-	-	579,675
Fixed income	4,033,710	-	-	4,033,710
Emerging markets	322,187	-	-	322,187
Blend fund	1,828,829	-	-	1,828,829
Total investments	6,769,550	-	-	6,769,550
Total financial assets	\$ 6,874,004	\$ -	\$ -	\$ 6,874,004

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

### 6. Accounts Receivable, Net

Accounts receivable, net consisted of the following as of June 30:

	2021	2020
Publication receivables	\$ 510,541	\$ 231,441
Unbilled receivables	44,716	145,783
Grants and contracts	2,877,569	2,619,130
	3,432,826	2,996,354
Less: allowance for doubtful accounts	(68,088)	(85,816)
Total accounts receivables, net	<u>\$ 3,364,738</u>	<u>\$ 2,910,538</u>

ETR's publication sales activities are concentrated largely with public agencies and districts, and nonprofit organizations. Grant and contract receivables are due primarily from the state of California, the federal government, and recipients of federal funding for which ETR serves as a subrecipient.

### 7. Related Party – Note Receivable and Investment, Net

During the year ended June 30, 2014, the Organization and two other individuals formed a for profit entity (“dfusion”) for the purpose of performing certain research and evaluation activities. ETR owns 49% of the shares in dfusion. The Organization accounts for its investment in dfusion using the equity method. The equity method is required in those instances where an entity exercises significant influence but does not possess a controlling interest in the voting stock of an investee. The Organization recognized \$81,241 and (\$13,749) of equity method income (loss) related to this investment for June 30, 2021 and 2020, respectively. The following summarizes the investment in dfusion as disclosed on the statement of financial position as related party – note receivable and investment, net:

	2021	2020
Note receivable (see Note 8)	\$ 153,214	\$ 225,200
Investment	102,980	21,740
Total	256,194	246,940
Less: current portion of note receivable (Note 8)	(55,946)	(59,331)
Total related party – note receivable and investment, net	<u>\$ 200,248</u>	<u>\$ 187,609</u>

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

### 8. Related Party – Note Receivable

On July 1, 2016, ETR entered into a formal agreement with dfusion, a related party entity, by converting advances on outstanding accounts receivable due to a note (see Note 8).

The following note receivable balances were due from dfusion as of June 30:

	<u>2021</u>	<u>2020</u>
Note receivable, unsecured, dated July 1, 2016, for a maximum amount of \$400,000. Payments of principal and interest due quarterly over a 7 year period, with interest at prime rate plus 1% per annum.	\$ 153,214	\$ 225,200
Current portion of note receivable	<u>(55,946)</u>	<u>(59,331)</u>
Related party - note receivable, net of current portion	<u>\$ 97,268</u>	<u>\$ 165,869</u>

Quarterly payments of principal and interest on this note were \$20,078 for the year ended June 30, 2021. Quarterly payments of principal and interest on this note ranged from \$17,494 to \$17,671 for the year ended June 30, 2020. The Organization recognized interest income on the note to dfusion of \$8,431 and \$7,520 during the years ended June 30, 2021 and 2020, respectively.

### 9. Employee Note Receivable

The note is due from an employee of ETR and is secured by certain real property and a deed of trust. The original terms of the \$75,000 note required monthly interest only payments at a rate of 5.875% annually with a maturity date of April 2012. In February 2012, the employee and ETR entered into a modification that extended the note to April 2019 and modified the interest rate to 3.125% per annum. In June 2015, an additional modification was made to extend the note to April 2024. Starting for the year ended June 30, 2018, the employee and ETR came to an agreement for payback of the loan over a seven-year period. The payback would be made to ETR through a loan forgiveness, equally over seven years starting in the year ended June 30, 2018. The employee note receivable forgiven for each of the years ended June 30, 2021 and 2020 was \$10,714. The employee note receivable combined current and non-current balance totaled \$32,143 and \$42,857 as of June 30, 2021 and 2020, respectively.

### 10. Property and Equipment, Net

Property and equipment, net consisted of the following as of June 30:

	<u>2021</u>	<u>2020</u>
Furniture and fixtures	\$ 1,542,974	\$ 1,542,966
Leasehold improvements	<u>164,668</u>	<u>167,176</u>
	1,707,642	1,710,142
Less: accumulated depreciation	<u>(1,166,570)</u>	<u>(898,269)</u>
Total property and equipment, net	<u>\$ 541,072</u>	<u>\$ 811,873</u>

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 10. Property and Equipment, Net, continued

Depreciation expense was \$269,802 and \$308,810 for the years ended June 30, 2021 and 2020, respectively. As of June 30, 2020, internally used software development was completed and placed in use and was included with furniture and fixtures.

### 11. Deferred Publication Development Costs

Deferred publication development costs are recorded at their original cost and amortized over a two to seven year period, based on the estimated lives of the related publications. The net carrying value of the deferred publication development costs is periodically reviewed and compared to an estimate of future undiscounted cash flows. If future undiscounted cash flows are not sufficient to support the net carrying value of the asset, an impairment charge will be recognized. As of June 30, 2021 and 2020, management has not written off any discontinued publication development costs and determined that the future undiscounted cash flows are sufficient to support the net carrying value. Accordingly, no impairment charge against the deferred publication development costs is anticipated.

Deferred publication development costs consisted of the following as of June 30:

	2021	2020
Deferred publication development costs	\$ 2,394,925	\$ 2,394,925
Less: accumulated amortization	(2,147,093)	(1,974,770)
Total deferred publications development costs, net	<u>\$ 247,832</u>	<u>\$ 420,155</u>

Amortization expense was \$172,323 and \$299,574 for the years ended June 30, 2021 and 2020, respectively. Future estimated amortization expense may increase as ETR continues its investments in additional deferred publication development cost. Amortization expense related to deferred publication costs are included in cost of publications sold in the statement of activities.

### 12. Line of Credit

ETR has a promissory note with a bank to provide a \$1,000,000 revolving line of credit. In December 2020, the line of credit terms were modified to extend the maturity to December 2021. The line of credit is secured by a blanket security agreement. As of June 30, 2021 and 2020, ETR had outstanding borrowings of \$0 for both years, under the line of credit. Borrowings under the line bear interest at the bank's Prime Rate plus 1% (4.25% as of June 30, 2021).

As of June 30, 2021 and 2020, ETR was in compliance with the covenant requirements.

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 13. Notes Payable

In May 2020, the Organization received loan proceeds in the amount of \$1,717,874 under the Paycheck Protection Program (“PPP”). The PPP, established as part of the Coronavirus Aid, Relief and Economic Security Act (“CARES Act”), provides for loans to qualifying businesses for amounts up to 2.5 times of the average monthly payroll expenses of the qualifying business. In 2021, the Organization submitted to its lender and the SBA an application for forgiveness of the entire loan balance of \$1,717,874. On June 24, 2021, the Organization received notification from the SBA that the entire loan balance of \$1,717,874 has been forgiven. On the forgiveness date, the Company removed the loan balance and related accounts, and recorded in other income on its statement of activities, a gain on extinguishment of debt in the amount of \$1,737,248, reflective of the \$1,717,874 loan forgiven and \$19,374 of accrued interest.

The Organization had an unsecured note to Beth E. Watcher dated July 2015 in the amount of \$750,000 with interest at 2%. Annual principal payments ranged from \$75,000 to \$150,000 from October 2015 through October 2020. The balance was \$0 and \$75,000 at June 30, 2021 and 2020, respectively. The loan was paid in full in October 2020.

### 14. Deferred Revenue

Deferred revenue consisted of the following as of June 30:

	<u>2021</u>	<u>2020</u>
Digital subscriptions	\$ 1,157,786	\$ 592,961
Less: current portion	<u>(745,194)</u>	<u>(292,824)</u>
Total deferred revenue, net of current portion	<u>\$ 412,592</u>	<u>\$ 300,137</u>

### 15. Refundable Advances

The Organization is supported primarily through government contracts and program service fees. Grants and contributions received are considered available for general operations unless specifically restricted by the donor. Contributions are recorded as restricted support if they are received with grantor stipulations that limit the use of the contributed assets. When a grantor restriction expires, that is, when a stipulated purpose restriction is accomplished, or donor restrictions are satisfied by the passage of time, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Contributions received with donor-imposed conditions and restrictions that are met in the same reporting period are reported as support without donor restrictions and increase net assets without donor restrictions. Any funding received in advance of expenditure is recorded as deferred revenue (“advances received”). Any eligible expenditure made in advance of funding is recorded as a receivable. As of June 30, 2021 and 2020, refundable advances were \$753,941 and \$626,781, respectively.

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

### 15. Refundable Advances, continued

A portion of the Organization's revenue is derived from federal contracts and grants with various conditions, which include cost reimbursement based on allowable qualifying expenses, per diem based on allowable clients served, and reimbursement based on allowable hours worked. Amounts received are recognized as revenue when the Organization has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as advances received in the statement of financial position. As of June 30, 2021 and 2020, federal, state, and foundation awards exceeding \$15 million and \$10.3 million, respectively have not been recognized in the accompanying statement of activities because the conditions on which they depend has not yet been met. These awards will be recognized as contributions or revenue in the period in which the Organization meets the contractual obligations.

### 16. Revenue

Various economic factors affect revenues and cash flows. Publications and subscriptions are sold primarily to school districts, governmental agencies and universities with collections generally within 60 to 90 days. Cost reimbursable grants are billed in the month subsequent to when costs were incurred with collections ranging from immediately to six months, depending upon the funder.

	Publications	Program Services Exchange	Program Services Non-Exchange	Administration	Total
Publication and subscription sales	\$ 4,043,655	\$ -	\$ -	\$ -	\$ 4,043,655
Federal and state government grants, and training	-	-	12,062,638	-	12,062,638
Foundation and private grants	-	306,265	1,511,818	-	1,818,083
Consulting and other income	-	14,500	-	104,482	118,982
Total support and revenue	<u>\$ 4,043,655</u>	<u>\$ 320,765</u>	<u>\$ 13,574,456</u>	<u>\$ 104,482</u>	<u>\$ 18,043,358</u>
Products/service lines:					
Publications	\$ 3,296,158	\$ -	\$ -	\$ -	\$ 3,296,158
Digital subscriptions	747,497	-	-	-	747,497
Training	-	149,545	-	-	149,545
Consulting	-	14,500	-	104,482	118,982
Federal and state government grants - conditional	-	77,279	11,985,359	-	12,062,638
Foundation and private grants - conditional	-	211,989	1,456,549	-	1,668,538
Total support and revenue	<u>\$ 4,043,655</u>	<u>\$ 453,313</u>	<u>\$ 13,441,908</u>	<u>\$ 104,482</u>	<u>\$ 18,043,358</u>
Timing of revenue recognition:					
Products transferred at a point in time	\$ 3,296,158	\$ -	\$ -	\$ -	\$ 3,296,158
Products transferred over time	747,497	-	-	-	747,497
Services transferred over time	-	320,765	13,574,456	104,482	13,999,703
Total support and revenue	<u>\$ 4,043,655</u>	<u>\$ 320,765</u>	<u>\$ 13,574,456</u>	<u>\$ 104,482</u>	<u>\$ 18,043,358</u>

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

### 17. Commitments and Contingencies

ETR performs services under various federal and state contractual and grant agreements, which are subject to compliance audits by the granting agencies. Management is of the opinion that any disallowances which may arise out of such audits will not have a significant effect on the financial position or results of operations of ETR.

During the year ended June 30, 2020, COVID-19 became a global pandemic and resulted unprecedented actions by governments around the world to curtail the spread of the disease. These events have resulted in a high level of uncertainty and volatility in the organizations served by ETR. These events continued into the year ended June 30, 2021. The outcome and timeframe is highly unpredictable and as such, the financial impact to operations cannot be estimated.

ETR leases certain office space and warehouse facilities under various operating leases with escalating lease payments, which expire on dates through July 2025.

As of June 30, 2021, future minimum lease payments under non-cancelable operating leases in excess of one year are as follows:

Year Ending June 30,	Minimum Lease Payment	Deferred Rent	Net Rent Expense
2022	\$ 716,934	\$ 35,648	\$ 681,286
2023	282,476	24,794	257,682
2024	220,157	23,629	196,528
2025	130,414	20,128	110,286
2026	10,163	1,626	8,537
	<u>\$ 1,360,144</u>	<u>\$ 105,825</u>	<u>\$ 1,254,319</u>

Rent expense under operating leases was \$752,471 and \$984,571 for the years ended June 30, 2021 and 2020, respectively.

### 18. Employee Benefit Plans

Effective February 1, 2006, ETR established a 401(k) employer contribution deferred income plan (the "Plan"). The Plan replaced the 401(a) employer contribution deferred income plan and the 403(b) employee compensation deferred income plan.

The Plan allows participants to defer up to \$19,500 in 2021 of eligible compensation as defined, as well as an additional catch-up contribution of up to \$6,500 for participants over the age of 50. Under the provisions of the Plan, ETR may make a discretionary contribution of up to 12% of a participant's eligible compensation to those participants who have worked a minimum of 1,000 hours during the year. Employer contributions to the Plan amounted to \$958,451 and \$858,466 for the years ended June 30, 2021 and 2020, respectively.

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021 and 2020

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### 19. Related Party Transactions

The Organization has transactions through the normal course of operations with a related party, dfusion. These include interest on notes, revenue and administrative services, and other normal course of operations between the entities. The following is a summary of the transactions:

	<u>2021</u>	<u>2020</u>
Revenue	\$ 261,056	\$ 181,341
Interest and dividend income	\$ 8,431	\$ 13,046
Accounts receivable	\$ 51,584	\$ 63,403
Accounts payable	\$ 80,665	\$ 137,551

### 20. Subsequent Events

Management has evaluated all events occurring subsequent to June 30, 2021 through October 20, 2021, the date this report was available to be issued. Management concluded that no material events occurred outside the normal course of business operations that require disclosure.

## **SUPPLEMENTARY INFORMATION**

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the year ended June 30, 2021

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	Federal Expenditures
<b>Department of Health and Human Services - HHS</b>				
<b>Direct Programs:</b>				
<b>Capacity Building Assistance for High-impact HIV Prevention</b>				
Evolve National eLearning Center Y2	93.834	5 NU65PS923672-02-00	\$ 313,968	\$ 1,280,154
Evolve National eLearning Center Y3	93.834	5 NU65PS923672-03-00	84,806	366,217
<b>Teen Pregnancy Prevention</b>				
Youth Engagement Network Y1	93.297	1 TP2AH000065-01-00	585,291	1,197,811
<b>Administration for Children and Families</b>				
About Us: Healthy Relationships Program for Vulnerable Youth Y4	93.092	90AP2682-04-00	281,552	383,032
About Us: Healthy Relationships Program for Vulnerable Youth Y5	93.092	90AP2682-05-00	189,245	371,708
<b>Total Direct Programs</b>			1,454,862	3,598,922
<b>Pass-through Programs:</b>				
<b>Centers for Disease Control and Prevention</b>				
SFH - HIV/AIDS Prevention Rwanda Y1	93.067	1 NU2GGH002206-01-00	-	55,117
SFH - HIV/AIDS Prevention Rwanda Y2	93.067	5 NU2GGH002206-02-00	-	44,582
<b>Minority Health and Health Disparities Research</b>				
dfusion - Mobile App Promoting Sexual Health for YBMSM	93.307	2R44MD010324-02A1	-	60,514
<b>Biomedical Research and Research Training</b>				
dfusion - Extra Innings Phase II: Using Serious Digital Interactions and the Science of Baseball to Teach Science and Mathematics	93.859	9R44GM130278-03	-	83,574
<b>Administration for Children and Families</b>				
CHLA - Project Legacy - Personal Responsibility Education Y4	93.092	90AP2683-04-00	-	71,168
CHLA - Project Legacy - Personal Responsibility Education Y5	93.092	90AP2683-05-00	-	167,928
University of California, San Francisco - Fresno Study App Y4	93.092	90AP2688-04-00	-	26,351
University of California, San Francisco - Fresno Study App Y5	93.092	90AP2688-05-00	-	88,803
<b>Innovations in Applied Public Health Research</b>				
dfusion - Youth in Rural Settings	93.061	R43CE003169	-	1,189
<b>Child Health and Human Development Extramural Research</b>				
Florida State University - Scale It Up!	93.865	U19HD089875-03	-	88,309
<b>Substance Abuse and Mental Health Services Administration</b>				
UCSF - Healthy Environments and Response to Trauma in Schools - Extended (HEARTS-E): Culturally Responsive, Trauma-Informed Systems and Evidence-Based Services in San Francisco Unified School District	93.243	1H79SM082833-01	-	40,867
<b>Drug Abuse and Addiction Research</b>				
RTI - Adolescent Pregnancy Prevention - TTA Y5	93.279	4-312-0214780-52364L	-	17,418
<b>Teen Pregnancy Prevention</b>				
CHLA - Teen Pregnancy Prevention: Secondary Analysis	93.343	1 PHEPA000003-01-00	106,903	227,644
Carnegie Mellon - Innovative Approaches to Prevent TP	93.297	TP2AH000027-05-00	-	97,664
Seattle King County - High School FLASH Curriculum	93.297	TP2AH00031	-	54,113
<b>Total Pass-through Programs</b>			106,903	1,125,241
<b>Total Department of Health and Human Services - HHS</b>			1,561,765	4,724,163

**EDUCATION, TRAINING AND RESEARCH ASSOCIATES**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS, CONTINUED**  
For the year ended June 30, 2021

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	Federal Expenditures
<b>Research and Development Cluster</b>				
<i>National Science Foundation</i>				
<b>Direct Programs:</b>				
<b>Education and Human Resources</b>				
Computing for Social Good	47.076	1923606	178,673	328,859
Leveling the Field	47.076	1900153	-	66,212
<b>Computer and Information Science and Engineering</b>				
Cybersecurity: A Coordinated Cross-Institutional Center and Technical Education Pathway	47.070	1837655	137,639	392,940
<i>Total National Science Foundation</i>			316,312	788,011
<i>Department of Education - Pass-through Programs</i>				
<b>Division Of Research On Learning</b>				
UCSC - Social Wearables: Enhancing Girls' Computational Learning and Motivation	47.076	A21-0084-S001	-	84,319
<b>Total Research and Development Cluster</b>			316,312	872,330
<b>Total Expenditures of Federal Awards</b>			\$ 1,878,077	\$ 5,596,493

**EDUCATION, TRAINING AND RESEARCH ASSOCIATES**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
June 30, 2021

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**1. Basis of Presentation**

The accompanying Schedule of Expenditures of Federal Awards (the “Schedule”) includes the federal award activities of ETR under programs of the federal government for the year ended June 30, 2021. The information in the Schedule is presented in accordance with the requirements of Title 2 of the U.S. Code of Federal Regulations, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of ETR, it is not intended to and does not present the financial position, changes in net assets, or cash flows of ETR.

**2. Summary of Significant Accounting Policies**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

**3. Indirect Costs**

Indirect costs on federal awards for fiscal 2021 were recovered at a maximum provisional rate of 33.2%. Fringe benefits on federal awards are at actual costs. Fringe benefit rates and indirect cost rates are subject to periodic approval and negotiation with the Division of Cost Allocation of the Department of Health and Human Services, ETR’s oversight agency.

Indirect costs on state awards are negotiated on a contract by contract basis.

**4. Related Party Transactions**

The Organization received pass through federal funds from a related party, dfusion. The total amount of related party federal expenditures is \$261,056.

## INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The Board of Directors  
Education, Training and Research Associates

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Education, Training and Research Associates (“ETR” or the “Organization”), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 20, 2021.

### Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered ETR’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of ETR’s internal control. Accordingly, we do not express an opinion on the effectiveness of the ETR’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether ETR’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BPM LLP

San Jose, California  
October 20, 2021

## INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

The Board of Directors  
Education, Training and Research Associates

### **Report on Compliance for Each Major Federal Program**

We have audited Education, Training and Research Associates (“ETR”), compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of ETR’s major federal programs for the year ended June 30, 2021. ETR’s major federal programs are identified in the summary of auditors’ results section of the accompanying schedule of findings and questioned costs.

#### ***Management’s Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

#### ***Auditors’ Responsibility***

Our responsibility is to express an opinion on compliance for each of ETR’s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 of the U.S. Code of Federal Regulations, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on major federal programs occurred. An audit includes examining, on a test basis, evidence about ETR’s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of ETR’s compliance.

#### ***Opinion on Each Major Federal Program***

In our opinion, ETR complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2021.

## Report on Internal Control over Compliance

Management of ETR is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered ETR's internal control over compliance with the types of requirements that could have a direct and material effect on each of major federal programs to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of ETR's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weakness or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

BPM LLP

San Jose, California  
October 20, 2021

# EDUCATION, TRAINING AND RESEARCH ASSOCIATES

## SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the year ended June 30, 2021

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### **Section I – Summary of Audit Results**

#### ***Financial Statements***

- |  |               |
|--|---------------|
| 1. Type of auditors' report issued:                      | Unmodified    |
| 2. Internal control over financial reporting             |               |
| • Material weaknesses identified?                        | No            |
| • Significant deficiencies identified?                   | None reported |
| 3. Noncompliance material to financial statements noted? | No            |

#### ***Federal Awards***

- |   |   |
|---|---|
| 4. Internal control over major programs:  |   |
| • Material weaknesses identified?   | No  |
| • Significant deficiencies identified?  | None reported   |
| 5. Type of auditors' report issued on compliance for major programs:  | Unmodified  |
| 6. Any audit findings disclosed that are required to be reported in accordance with 2 CFR Section 200.516(a): | No  |
| 7. Identification of major programs:  |   |
| <u>CFDA Number</u>  | <u>Name of Federal Program or Cluster</u>   |
| 47.070 and 47.076   | NSF Research and Development Cluster<br>Education and Human Resources and Computer<br>and Information Science and Engineering |
| 93.092  | Affordable Care Act (“ACA”)<br>Personal Responsibility Education Program  |
| 8. Dollar threshold used to distinguish between type A and type B Programs:                                   | \$750,000   |
| 9. Auditee qualified as low-risk auditee?   | Yes   |

### **Section II – Financial Statement Findings**

No matters were reported.

### **Section III – Federal Findings and Questioned Costs**

No matters were reported.

### **Section IV – Status of Prior Year Findings**

Not applicable. No prior year findings noted.