## **EISNER AMPER**

### **CONTRACTOR'S EDUCATIONAL TRUST FUND**

**FINANCIAL STATEMENTS** 

<u>DECEMBER 31, 2023 AND 2022</u> (SEE ACCOUNTANTS' REVIEW REPORT)



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#### INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Trustees of Contractor's Educational Trust Fund

We have reviewed the accompanying financial statements of Contractor's Educational Trust Fund (the "Fund"), which comprise the statements of financial position as of December 31, 2023, and the related statements of activities and changes in net assets, cash flows and functional expenses by nature and class for the year then ended and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Fund management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

#### 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.

#### Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA, and the standards applicable to review engagements contained in *Government Auditing Standards* issued by the United States Comptroller General. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Contractor's Educational Trust Fund and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

#### Accountants' Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

#### Report on 2022 Financial Statements

Eisnerfmper LLP

The 2022 financial statements of the Fund as of December 31, 2022, were reviewed by other accountants whose report dated June 30, 2022, stated that based on their procedures, they are not aware of any material modifications that should be made to the financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

EISNERAMPER LLP Baton Rouge, Louisiana June 13, 2024

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## STATEMENTS OF FINANCIAL POSITION FOR THE YEARS ENDED DECEMBER 31, 2023 AND 2022

### SEE INDEPENDENT ACCOUNTANTS' REVIEW REPORT

	 2023	 2022
Current Assets Cash and cash equivalents	\$ 706,752	\$ 582,188
TOTAL ASSETS	\$ 706,752	\$ 582,188
CURRENT LIABILITIES Accounts payable	\$ 4,500	\$ 5,700
NET ASSETS Without donor restrictions	702,252	 576,488
TOTAL LIABILITIES AND NET ASSETS	\$ 706,752	\$ 582,188

# STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS FOR THE YEARS ENDED DECEMBER 31, 2023 AND 2022

### SEE INDEPENDENT ACCOUNTANTS' REVIEW REPORT

REVENUES - Without donor restrictions	 2023	 2022
Contributions received Interest income Total revenues	\$ 464,641 - 464,641	\$ 376,716 6 376,722
EXPENSES Program expenses Management and general expenses Total expenses	332,000 6,877 338,877	 169,137 11,560 180,697
Change in net assets	125,764	 196,025
CHANGE IN NET ASSETS  Net Assets Without Donor Restriction - beginning of year	 576,488	 380,463
Net Assets Without Donor Restriction - end of year	\$ 702,252	\$ 576,488

### STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED DECEMBER 31, 2023 AND 2022

### SEE INDEPENDENT ACCOUNTANTS' REVIEW REPORT

	 2023	 2022
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets Adjustments to reconcile changes in net assets to net cash provided by operating activities: Changes in operating assets and liabilities:	\$ 125,764	\$ 196,025
Accrued interest	-	4
Accounts payable	 (1,200)	 5,700
Net cash provided by operating activities	124,564	201,729
Net change in cash	124,564	201,729
Cash, beginning of year	 582,188	 380,459
Cash, end of year	\$ 706,752	\$ 582,188

# STATEMENTS OF FUNCTIONAL EXPENSES BY NATURE AND CLASS FOR THE YEARS ENDED DECEMBER 31, 2023 AND 2022

### SEE INDEPENDENT ACCOUNTANTS' REVIEW REPORT

	2023					
	Program		Management			_
	E	xpenses	and	General		Total
Contributions made	\$	332,000	\$	-	\$	332,000
Accounting and professional services		-		4,500		4,500
Advertising		-		-		-
Bank custodial fees		-		-		-
Dues		-		500		500
Meals		-		459		459
Miscellaneous		-		166		166
Legal		-		-		-
Training		-		1,252		1,252
	\$	332,000	\$	6,877	\$	338,877

	2023					
	Program			nagement		
	Expenses and General Total		Total			
Contributions made	\$	169,137	\$	-	\$	169,137
Accounting and professional services		-		5,700		5,700
Advertising		-		1,000		1,000
Bank custodial fees		-		584		584
Dues		-		-		-
Meals		-		1,869		1,869
Miscellaneous		-		156		156
Legal		-		1,560		1,560
Training				691		691
-	\$	169,137	\$	11,560	\$	180,697

#### **NOTES TO FINANCIAL STATEMENTS**

#### 1. Description of Fund

The Contractor's Educational Trust Fund (the Fund) was established as a not-for-profit organization to provide funds to universities in Louisiana who meet the eligibility requirements to further the education of interested persons in the field of construction contracting in and for the State of Louisiana. The trustees manage the fund and are authorized to distribute both principal and income to effectuate the purposes of the Fund at their discretion. The Board of Trustees consists of at least five members. If any Trustee should decline to act as Trustee or resign, the remaining Trustees will nominate and appoint a successor.

#### 2. Significant Accounting Policies

#### Basis of Accounting

The Fund prepares its financial statements on the accrual basis of accounting.

#### Basis of Presentation

Financial statement presentation follows U.S. generally accepted accounting principles (GAAP), which requires the Fund to report information regarding their financial position and activities according to the following net asset classifications:

**Net assets without donor restrictions:** Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Fund. These net assets may be used at the discretion of the Fund's management and the board of directors.

**Net assets with donor restrictions:** Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Fund or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statements of activities. For the years ended December 31, 2023 and 2022, 100% of the contributions received were provided by the Louisiana State Licensing Board for Contractors. The Fund did not have any net assets with donor restrictions or any net assets that had been internally designated at December 31, 2023 or 2022.

#### **NOTES TO FINANCIAL STATEMENTS**

#### 2. Significant Accounting Policies (continued)

#### Revenue Recognition

The Fund recognizes contributions when received, typically once a year.

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the contribution is recognized. All other donor restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

#### **Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and 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 these estimates.

#### Cash and Cash Equivalents

The Fund considers all highly liquid debt instruments with original maturities of three months or less to be cash equivalents.

#### Functional Allocation of Expenses

The costs of providing program and other activities have been summarized on a functional basis in the statements of functional expenses by nature and class. Expenses directly attributable to a specific functional area are reported as expenses of those functional areas. No allocation of general and administrative costs have been made to program services.

#### **Income Taxes**

The Fund has been recognized by the Internal Revenue Service as a not-for-profit organization as described in Section 501(c)(3) of the Internal Revenue Code. The Fund received a letter from the IRS stating such an exemption. Accordingly, no provision for income taxes has been made. However, should the Fund engage in activities unrelated to the purpose for which it was created, this could result in taxable income. However, the Fund had no unrelated business income for the fiscal years ended December 31, 2023 or 2022.

#### **NOTES TO FINANCIAL STATEMENTS**

#### 3. Availability and Liquidity

The following represents the Fund's financial assets at December 31, 2023 and 2022:

Financial assets at year end:	2023	2022
Cash and cash equivalents	\$706,752	\$582,188
Financial assets available to meet general		
expenditures over the next twelve months	\$706,752	\$582,188

The Fund does not have a formal policy regarding liquidity. However, administrators of the Fund try to maintain a minimum balance of \$200,000 of cash necessary to fund the next 12 months of general expenditures. The above amounts were available to be liquidated within one year of the date of the statements of financial position and none of these assets were subject to donor or other contractual restrictions that would make them unavailable for general expenditure within one year.

#### 4. Custodial Credit Risk

There are times the Fund's cash balances with financial institutions may be in excess of the FDIC insured limits. The Fund has not experienced any losses in its cash accounts and management believes it is not exposed to any significant credit risk on cash and cash equivalents.

#### 5. Concentration of Revenue

All revenue received was in the form of contributions from the Louisiana Contractors Licensing Board. These funds were used to fulfill the purpose of the Fund, as established in its trust document.

#### 6. Compliance with Act 706 of the 2014 Regular Session

Act 706 amends R.S. 24:513(A)(3) and requires that the total compensation, reimbursements, and benefits of an agency head, political subdivision, or chief executive officer be reported as a supplemental report within the financial statement of the local auditee. The Contractor's Educational Trust Fund is governed by the board of trustees and no compensation or reimbursements are paid to the board of trustees; therefore, no supplemental schedule has been included as a part of these financial statements.

#### 7. Subsequent Events

Management has evaluated subsequent events through the date that the financial statements were available to be issued, June 13, 2024, and determined that no events occurred that require additional disclosure. No events occurring after this date have been evaluated for inclusion in these financial statements.



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## INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Trustees Contractor's Educational Trust Fund Baton Rouge, Louisiana

We have performed the procedures enumerated below on the control and compliance (C/C) areas, identified in the LLA's Louisiana Attestation Questionnaire, of the Contractor's Educational Trust Fund (the Fund) for the fiscal year ended December 31, 2023, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The Fund's management is responsible for the compliance with these certain laws and regulations.

The Fund, the Louisiana Legislative Auditor, and applicable state grantor agencies have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the agreement which is performing specified procedures on the C/C areas identified in the LLA's Louisiana Attestation Questionnaire for the fiscal year ended December 31, 2023. This report may not be suitable for any other purpose. The procedures performed may not address all 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 the procedures are appropriate for their purposes.

#### Federal, State, and Local Awards

1. Obtain the list of federal, state, and local government grant award expenditures for the fiscal year, by grant and grant year, from the Fund's management.

No grants were received by the Fund during the year ended December 31, 2023. All revenue received was in the form of contributions from the Louisiana Contractors Licensing Board.

2. For each federal, state, and local grant award, randomly select six disbursements from each grant administered during the fiscal year, provided that no more than 30 disbursements would be selected.

Not applicable due to no grants being received during the year ended December 31, 2023.

3. Obtain documentation for the disbursements selected in Procedure 2. Compare the selected disbursements to supporting documentation, and report whether the disbursements agree to the amount and payee in the supporting documentation.

Not applicable due to no grants being received during the year ended December 31, 2023.

4. Report whether the disbursements selected in Procedure 2 were coded to the correct fund and general ledger account.

Not applicable due to no grants being received during the year ended December 31, 2023.

5. Report whether the disbursements selected in Procedure 2 were approved in accordance with the Fund's policies and procedures.

Not applicable due to no grants being received during the year ended December 31, 2023.

6. For each disbursement selected in Procedure 2 made for federal grant awards, obtain the Compliance Supplement for the applicable federal program. For each disbursement made for a state or local grant award, or for a federal program not included in the Compliance Supplement, obtain the grant agreement. Compare the documentation for each disbursement to the program compliance requirements or the requirements of the grant agreement relating to activities allowed or unallowed, eligibility, and reporting; and report whether the disbursements comply with these requirements:

Not applicable due to no grants being received during the year ended December 31, 2023.

7. Obtain the close-out reports, if required, for any program selected in Procedure 2 that was closed out during the fiscal year. Compare the close-out reports, if applicable, with the Fund's financial records; and report whether the amounts in the close-out reports agree with the Fund's financial records.

Not applicable due to no grants being received during the year ended December 31, 2023.

#### Open Meetings

8. Obtain evidence from management that agendas for meetings recorded in the minute book were posted as required by Louisiana Revised Statute 42:11 through 42:28 (the open meetings law), and report whether there are any exceptions.

Not applicable due to the Fund not being subject to open meetings law.

#### **Budget**

9. For each grant exceeding five thousand dollars, obtain the comprehensive grant budgets that the Fund provided to the applicable federal, state or local grantor agency. Report whether the budgets for federal, state and local grants included the purpose and duration of the grants; and whether budgets for state grants also included specific goals, objectives, and measures of performance.

Not applicable due to no grants being received during the year ended December 31, 2023.

#### State Audit Law

10. Report whether the Fund provided for a timely report in accordance with R.S. 24:513.



The Board met this filing deadline in accordance with R.S. 24:513 for the year ended December 31, 2022.

11. Inquire of management and report whether the Fund entered into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the Fund was not in compliance with R.S. 24:513 (the audit law).

The Fund's management represented that the Fund did not enter into any contracts during the year ended December 31, 2023 that were subject to public bid law.

#### **Prior Comments**

12. Obtain and report management's representation as to whether any prior year suggestions, recommendations, and/or comments have been resolved.

No prior suggestions, recommendations, and/or comments were noted.

We were engaged by the Fund to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the AICPA and the standards applicable to attestation engagements contained in the *Government Auditing Standards* issued by the Comptroller General of the United States. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the control and compliance (C/C) areas, identified in the LLA's Louisiana Attestation Questionnaire for the fiscal year ended December 31, 2023. 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 the Fund and meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures.

The purpose of this report is solely to describe the scope of testing performed on the control and compliance (C/C) areas contained in the accompanying *Louisiana Attestation Questionnaire*, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

EISNERAMPER LLP Baton Rouge, Louisiana

Eisnerfimper LLP

June 13, 2024



### LOUISIANA COMPLIANCE QUESTIONNAIRE (For Audit Engagements of Quasi-Public Agencies)

#### Dear Chief Executive Officer:

Attached is the Louisiana Compliance Questionnaire that is to be completed by you or your staff. This questionnaire is a required part of a financial audit of Louisiana quasi-public agencies. The completed and signed questionnaire must be presented to and adopted by the governing body, if any, of your organization by means of a formal resolution in an open meeting.

The completed and signed questionnaire and a copy of the adoption instrument, if appropriate, **must be given to the auditor at the beginning of the audit.** The auditor will, during the course of his/her regular audit, test the accuracy of the responses in the questionnaire. It is not necessary to return the questionnaire to the Legislative Auditor's office.

Certain portions of the questionnaire may not be applicable to your organization. In such cases, it is appropriate to mark the representation "not applicable." However, you must respond to each applicable representation. A 'yes' answer indicates that you have complied with the applicable law or regulation. A 'no' answer to any representation indicates a possible violation of law or regulation and, as such, should be fully explained. These matters will be reviewed by the auditor during the course of his/her audit. Please feel free to attach a further explanation of any representation.

Your cooperation in this matter will be greatly appreciated.

Sincerely,

Michael J. Waguespack, CPA
Louisiana Legislative Auditor

Enclosure

# LOUISIANA COMPLIANCE QUESTIONNAIRE (For Audit Engagements of Quasi-Public Agencies)

		(Date Transmitted)	
EAG Gulf Coast			(CPA Firm Name)
8550	United	Plaza	Blvd. Suite
1001		(CPA	Firm Address)
Baton Rouge, L State Zip)	a. 70809		(City
Otate Zip)			
In connection with you	ur audit of our financial statem		and for period of audit) for the
with accounting princi control structure as a regulations, we confin	ples generally accepted in the part of your audit, and to revie m, to the best of our knowledg ased on the information availa	tentation of our financial statem to United States of America, to a tew our compliance with applica ge and belief, the following repro- table to us as of date of the representations).	assess our internal ible laws and
PART I. Agen	cy Profile		
1. Name and address	s of the organization.		
Construction Education	on Trust Fund		
	sses, and telephone numbers d, chief executive and fiscal o	of entity officials. Include elect fficer, and legal counsel.	ed/appointed members
Ken Naquin, Secretar	y/Treasurer		
3. Period of time cover	ered by this questionnaire.		
2023			
	n organized under the following le, local resolutions/ordinance	ng provisions of the Louisiana les.	Revised Statute(s)
none			
5. Briefly describe the	e public services provided.		
		at have construction related ouisiana Contractor's Licensin	, -
6. Expiration date of unlimited	current elected/appointed offic	cials' terms.	
Part II. Fede	ral, State, and Local Awards	<b>S</b>	
7. We have detailed by grant and grant ye		state and local award expendi	tures for the fiscal year,
		Yes[]	No[] N/A[x]
	ating to federal grants have b opropriate federal grantor offic	een properly recorded within o iials.	ur accounting records
		Yes [ ]	No [ ] N/A [x ]

9. All transactions relating to state grants have been properly recorded v reported to the state grantor officials.	vithin our accounting records and
	Yes[] No[] N/A[x]
10. All transactions relating to local grants have been properly recorded and reported to the appropriate local grantor officials.	within our accounting records
	Yes[] No[] N/A[x]
11. The reports filed with federal agencies are properly supported by boo supporting documentation.	oks of original entry and
	Yes[] No[] N/A[x]
12. The reports filed with state agencies are properly supported by book documentation.	s of original entry and supporting
	Yes[x] No[] N/A[]
13. The reports filed with local agencies are properly supported by books documentation.	s of original entry and supporting
	Yes [x ] No [ ] N/A [ ]
14. We have complied with all applicable compliance requirements of all	federal programs we administer,
	Yes[] No[] N/A[x]
15. We have complied with all applicable specific requirements of all statinclude matters contained in the grant awards.	te programs we administer, to
	Yes[] No[] N/A[x]
16. We have complied with all applicable specific requirements of all local include matters contained in the grant awards.	al programs we administer, to
	Yes[] No[] N/A[x]
17. We have provided you with all communications from grantors codeficiencies in administering grant programs.	oncerning noncompliance with or
	Yes[] No[] N/A[x]
Part III. Public Records	
18. We are familiar with the Public Records Act and have made available required by R.S. 44:33.	e to the public those records as
	Yes[x] No[] N/A[]

#### Part IV. Open Meetings

19. Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law). Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication "Open Meeting FAQs," available on the Legislative Auditor's website to determine whether a non-profit agency is subject to the open meetings law.

Yes[] No[] N/A[x]

#### Part V. Budget

20. For each federal grant, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration.

Yes[] No[] N/A[x]

21. For each grant received from the state, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose, duration, specific goals and objectives, and measures of performance.

Yes [ ] No [ ] N/A [x ]

22. For each local grant, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration.

Yes[] No[] N/A[x]

#### Part VI. Reporting

23. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes [x] No [] N/A []

24. We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes [x ] No [ ] N/A [ ]

25. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [ ] No [ ] N/A [ x ]

26. We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes[] No[] N/A[x]

The previous responses have been made to the best of our belief and knowledge. We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from rany possible noncompliance with the foregoing laws are received between the end of the period under examina acknowledge our responsibility to disclose to you, the L	nd regulations, in ition and the issu _egislative Audit	ncluding any communicat uance of this report. We or, and the applicable sta	ions te grantor
agency/agencies any known noncompliance that may of	occur subsequer	nt to the issuance of your	report.
frynt E Myn	Secretary_	5/20/24	Date
print & Mine		5/20/24	Date
Vic Weston	President_	5/29/2024	Date