



Fund Manager: How to Read Your Statement

Statements generated by CSuite are split into two main sections: The fund detail section appears at the top, followed by the financial position section.

FUND DETAIL

Following the name of the fund, this section includes these details:

- **Fund ID:** The numeric code used by the system to identify the fund. If you ever have questions about your fund, reference the fund ID to help a CFO staff member quickly find the fund in the system.
- **Date established:** The date that the fund was officially opened with the CFO or one of its regional affiliate foundations.
- **Component of:** The name of the foundation that holds the fund — either the CFO or one of its regional affiliate foundations. If held by an affiliate, a portion of the administrative fees assessed to this fund support the affiliate.
- **Investment strategy:** The type of investment where the fund's monies are held.

FINANCIAL POSITION & ACTIVITIES

Following the name of the fund, this section includes these details:

- **Contributions/Gifts:** Charitable gifts of cash or noncash (such as securities) received within the period noted in the statement.
- **Dividends/Interest:** Dividends are distributions from a company's earnings to its shareholders; Interest is the amount of money a bank pays for holding cash with the bank or for income derived from fixed-income bond instruments.
- **Realized Gains/(Losses):** Upon selling an investment, the fund will experience a realized gain if the investment was sold above its cost basis. If the fund experiences a realized loss, an investment was sold below its cost basis.

- **Unrealized Gains/(Losses):** Increase or decrease in the value of an investment that has yet to be sold.
- **Other Revenues:** Can include (but is not limited to) rental income, tax credits, revenue for services and other non-gift revenue incurred by the fund.
- **Distributions/Grants:** Qualified grants or scholarships processed within the period.
- **Foundation Administrative Fees:** Supports operations and grantmaking programs of the CFO and its regional affiliate foundations.
- **Investment Management Fees:** Professional money management/advisory fees incurred by the financial institutions based on the investment strategy for your fund.
- **Other Expenses:** Can include (but is not limited to) credit card merchant fees, stock gift liquidation fees, third-party fees and other non-grant expenses incurred by the fund.

Don't see a category on your statement?

If there is no activity for a category in either of the reported periods, the category will not appear on the statement.

BEYOND THE STATEMENT

Additional information about the fund can be found on Fund Manager:

- Detailed information of gifts, grants and other activity
- Names of other fund advisors
- Spendable balance for the fund