

Key Information Document

COIF Charities Deposit Fund

Purpose

This document provides you with key information about this investment product. It is not marketing material. The information is required by law to help you understand the nature, risks, costs, potential gains and losses of this product and to help you compare it with other products.

Product

| | |
|----------------------|--|
| Name of product | COIF Charities Deposit Fund |
| Name of manufacturer | CCLA Fund Managers Limited (the manager) |
| Website | www.ccla.co.uk |
| Client services | 0800 022 3505 |

The manager is authorised and regulated by the Financial Conduct Authority (FCA).

This document is dated 26 July 2024.

What is this product?

Type

The COIF Charities Deposit Fund (the fund) is a common deposit fund, governed by the Charities Act 2011 (as amended) and authorised by the Charity Commission. The fund follows the rules and valuation process of a short-term low volatility net asset value money-market fund (LVNAV MMF) in line with the UK Money Market Funds Regulation (MMFR). It is managed as a UK alternative investment fund in line with the MMFR and Alternative Investment Fund Managers Directive (AIFMD), as defined in the scheme particulars.

Objectives

- The fund aims to provide a high level of capital security and a competitive yield.

Investment policy

- The fund is a diversified portfolio of sterling denominated money-market deposits and other instruments. It will principally invest in call accounts, term deposits, and money market-instruments, but may invest in other assets.
- The fund is actively managed, which means the investment manager uses their discretion to pick investments, in pursuit of the investment objective.
- The fund follows a client-driven ethical investment policy.
- The return achieved by the fund depends on the performance of the assets that the fund invests in after deducting the costs, expenses and fees of running the fund.

Benchmark

The fund's performance can be assessed by referring to the comparator benchmark, the Sterling Overnight Index Average.

Intended retail investor

The fund is intended for eligible charity investors, with at least a basic knowledge of relevant financial instruments, and who are looking to invest in an actively managed fund that reflects the fund's investment objective and investment policy. Investors should understand that their money may be at risk and be able to bear losses.

Term

The fund has no fixed maturity date and cannot be ended by the manager alone. The fund may be wound up if the trustee believes that this is in the interests of investors.

What are the risks and what could I get in return?

Risk Indicator



! The risk indicator assumes you keep the product for the recommended holding period (RHP) of one year.

- The summary risk indicator is a guide to the level of risk of this product compared to other products. It shows how likely it is that the product will lose money because of movements in the markets or because we are not able to pay you.
- We have classified this product as 1 out of 7, which is the lowest risk class. This rates the potential losses from future performance at a very low level, and poor market conditions are very unlikely to impact the capacity of the manager to pay you. This classification is not guaranteed. It may change over time and may not be a reliable indication of the future risk profile of the fund. It's important to remember that even the lowest risk category does not mean risk free.
- A deposit in the fund is not a guaranteed investment. A deposit in the fund is different from an investment in deposits, as the amount invested in the fund is capable of fluctuation and may be eroded. The fund does not rely on external support for guaranteeing the liquidity of the fund or stabilising the net asset value of its assets. The risk of loss of the amount deposited shall be borne by the depositing charity.
- A more detailed description of risk factors that apply to this product is set out in the latest scheme particulars, which is available on the manager's website or you can ask for a copy from client services.
- This product does not include any protection from future market performance, so you could lose some or all of your investment.

- If we are not able to pay you what is owed, you could lose your entire investment.
- However, you may benefit from a consumer protection scheme (see the section 'What happens if the manager is unable to pay out?'). The indicator shown above does not consider this protection.

Investment performance information

- The fund is managed with the aim that the value of the fund should have a low level of volatility (the amount by which the fund's value goes up or down). As the fund follows the LVNAV MMF methodology, the manager will generally determine the value of total deposits of the fund as equal to the constant NAV. For the purposes of valuation and pricing, the manager is required to treat the deposits of depositing charities as if they were unitised. When carrying out these calculations on a unitised basis, the actual NAV per 'unit' should not deviate from the constant NAV per 'unit' by more than 0.20%.
- The main factors that will affect the value of the fund are the level of interest rates, and defaults by the institutions who issue the fund's underlying investments.
- The fund uses the Sterling Overnight Index Average as a comparator benchmark as this provides an appropriate representation of the return from cash. The fund is expected to have a similar level of performance and volatility to the Sterling Overnight Index Average.

What could affect my return positively?

- When the economy is growing quickly, the Bank of England may become concerned about inflation or other related issues. In this case, the Bank of England can try to slow demand by raising interest rates. As a result, the income on your deposits will generally increase.

What could affect my return negatively?

- A reduction in interest rates by the Bank of England, generally as a consequence of lower inflation or reduced economic activity will likely result in lower income being received by the fund.
- Should a bank or financial institution that the fund has placed a deposit with default then the value of your deposit may be reduced.
Whilst the fund is intended to have a low volatility, unfavourable market conditions such as actual or expected rapid and significant decreases in interest rates or the default of one or more financial institutions which the fund lends money to could in a worst-case scenario cause the price per 'unit' to fall in excess of the current regulatory tolerance of 0.20%.
- If you cash in your investment in severely unfavourable market conditions, the value of your investment is likely to have reduced significantly and you may lose some or all of your investment.

What happens if the manager is unable to pay out?

The deposits placed with financial institutions are held for the benefit of investors by HSBC Bank plc (the trustee), in its capacity as depositary, in the name of the fund. They are held separately from the manager's assets. If the manager becomes insolvent (cannot afford to pay amounts it owes when they are due), the fund's assets will not be affected. However, the fund could suffer a loss if the trustee, or its delegates, become insolvent.

If the manager cannot meet its obligations (for example, because it has stopped trading), investors in the fund may be eligible to claim up to £85,000 in compensation from the Financial Services Compensation Scheme (FSCS). For more information about the Financial Services Compensation Scheme please go to www.fscs.org.uk or phone **0800 678 1100**.

What are the costs?

Presentation of costs

The Reduction in Yield (RIY) shows what impact the total costs you pay will have on the investment return you might get. The total costs take into account one-off, ongoing and incidental costs.

The amounts shown here are the cumulative costs of the fund itself, for three different holding periods. The figures assume you invest £10,000. The figures are estimates and may change in the future.

Costs over time

The person selling you or advising you about this product may charge you other costs. If so, this person will provide you with information about these costs and show you the impact that all costs will have on your investment over time.

Investment of £10,000

| Scenarios | If you cash in after 1 year (RHP) | If you cash in after 3 years | If you cash in after 5 years |
|------------------------------------|---|------------------------------------|------------------------------------|
| Total costs | £25 | £75 | £125 |
| Impact on return (RIY) per year | 0.25% | 0.25% | 0.25% |

Composition of costs

The table below shows the impact each year of the different types of costs on the investment return you might get at the end of the recommended holding period and the meaning of the different cost categories:

This table shows the impact on return per year

| One-off costs | | |
|-----------------------------|------------------------|---|
| Entry costs | 0.00% | The impact of the costs you pay when entering your investment. These are already included in the price. |
| Exit costs | 0.00% | The impact of the costs you pay when exiting your investment. These are already included in the price. |
| Ongoing costs | | |
| Portfolio transaction costs | 0.00% (see note below) | The impact of the costs of us buying and selling underlying investments for the product. |
| Other ongoing costs | 0.25% (see note below) | The impact of the costs that we take each year for managing your investments including custody costs. |
| Incidental costs | | |
| Performance fees | Does not apply | The impact of performance fees on your investment. |
| Carried interests | Does not apply | The impact of carried interests on your investment. |

Note: This figure is calculated from annualised past data. The actual costs may be different.

How long should I hold it and can I take money out early?

The fund is suitable for short-term investment i.e. less than a year. For the purposes of this document, however, a one year investment horizon has been assumed.

There is no minimum holding period and you can ask to make a withdrawal on any business day without having to pay a penalty.

The fund deals on each business day. If you want to make a withdrawal, the transfer agent, FNZ TA Services Limited, must receive your request no later than 9:30am on a business day.

The manager uses a liquidity management process to ensure compliance with weekly liquidity thresholds applicable to the fund under the MMFR. Measures and various tools are at the manager's disposal for maintaining compliance with the prescribed limits and include the imposition of liquidity fees on redemptions, withdrawal gates and temporary suspension of redemptions.

How can I complain?

If you have a complaint about how the fund is managed, please write to The Head of client services, CCLA, One Angel Lane, London EC4R 3AB, or email **clientservices@ccla.co.uk**. Or you can write to The Compliance Officer, HSBC Bank plc, Trustee of the COIF Charities Funds, 8 Canada Square, London E14 5HQ.

The complaints policy is available on the manager's website.

If you have a complaint about advice you received on investing in the fund, you should contact the person who gave you the advice.

Other relevant information

Please refer to the [glossary](#) on our website for explanations of terms used in this communication. If you would like the information in an alternative format or have any queries, please call us on 0800 022 3505 or email us at clientservices@ccla.co.uk.

Interest is paid monthly, normally within 5 business days of the month end.

No minimum sum is required to open an account and further deposits made may be of any amount.

We have not considered whether this investment product is suitable or appropriate for you and your attitude to risk. To make sure you understand whether our product is suitable, please read the scheme particulars for the fund, which is available on the manager's website or you can ask for a copy from client services.

Investment in the fund is only available to charities in England and Wales within the meaning of Section 1(1) of the Charities Act 2011, or 'appropriate bodies' within the meaning of Section 101(3) of the Charities Act 2011. To find out if you are eligible, please contact client services by calling **0800 022 3505** or emailing **clientservices@ccla.co.uk**.

This Key Information Document is updated at least every 12 months.