



Investment Fund Administration Services

The Investment Fund Administration Services group provides full fund administration services including accounting and investor relations, fund performance reporting, middle and back office accounting, and general consulting for investment firms.

Our practice functions as a seamless extension of your team, reducing the administrative burden of accounting and reporting requirements placed on capital allocators. With MCG as the investment fund administrator, general partners are able to stay focused on deploying capital and building new investor relationships.

Our Services



Fund Accounting



Capital Event Management



Financial Reporting



Treasury Services



Investor Relations

Our Firm

Montgomery Coscia Greulich LLP is a full-service professional accounting firm with expertise in traditional accounting services as well as transaction advisory, financial advisory, and strategy/management consulting.

- Breadth of experience working with dealmakers and capital providers throughout the investment lifecycle
- Understand the urgency of the deal business
- MCG culture drives consistent client service relationships from low employee turnover
- Full-service CPA firm with large consulting practice

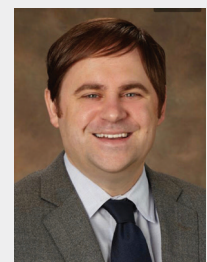
Our Mission

MCG is a purpose-driven firm. Our mission is to be significant in the lives of others by building strong, lasting relationships, providing a variety of high quality services, and going out of our way to solve even the most complex problems.



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Our Service Offerings

MCG's fund administration group utilizes best in class technology, Investran, to provide reporting and enhanced transparency to investors and key stake holders while helping funds scale operations efficiently. By effectively functioning as your accounting department, MCG has the requisite expertise to perform financial analysis, account for complex transactions, prepare and facilitate investor reporting, manage cash flow and liquidity, and provide best practice guidance. Additionally, our experienced team has the ability to perform CFO and controller services.



Fund Accounting

- Review and interpretation of fund agreement
- Maintenance of general ledger and supporting lead sheet schedules
- Preparation of investor capital accounts and allocation of activity
- Management fee calculations
- Preparation of performance and return calculations at the fund and deal-level



Investor Relations

- Provide web-based portal for investor reporting and communication from the fund to its investors
- Maintain database of investors contact information
- Distribution of fund correspondence in a single location: capital calls, distribution notices, quarterly and annual financial statement reports, investor capital statements, K-1s, and general investor relations correspondence
- Prepare and manage investor requests



Financial Reporting

- Preparation of financial statements and footnotes for the annual audit of the fund
- Coordination with the fund's tax preparer and preparation of required supporting documentation
- Preparation of supporting workpapers for the annual audit of the fund and facilitation of the audit process



Treasury Services

- Facilitation of bank account openings and closings
- Administration of online banking portals
- Review and tracking of wire and checks for fund and fund-related entities



Capital Event Management

- Preparation and distribution of capital call letters to investors, including tracking and communicating the receipt of all contributed capital
- Preparation and dissemination of distribution notices to investors, including cash movement oversight and ensuring wires are fully processed
- Evaluate the fund's position within the distribution waterfall and, where applicable, include the impact of carried interest
- Evaluate fund liquidity needs and proactively propose capital events based on fund operations and investment activity

Add-On Services

CFO-Level and Middle-Office Accounting Services

- Outsourced management company and general partner accounting
- Managing fund line of credit and compliance reporting
- Assistance with establishing best practice financial and administrative processes
- Performance of financial and administrative analysis
- Function as a CFO consultant during fundraising
- Assist in the development of valuation processes