



### Endowment Policies for Trustees and Directors

#### Establishing Governance

- 1. When was an RFP last completed? \_\_\_\_\_
- 2. Do you utilize a written Investment Policy Statement?  Yes  No
- 3. Have you established responsible spending guidelines that align investment resources with the goals of your organization?  Yes  No
- 4. How often do you review managers, performance reports, and costs related to managing your portfolio? \_\_\_\_\_

#### Investment Strategy

- 5. Do you follow an investment philosophy?  Yes  No
- 6. Do you utilize passive/cost -focused approach or employ active managers? \_\_\_\_\_
- 7. Have you determined appropriate asset allocation strategies that consider the economic landscape and the goals of your organization?  Yes  No
- 8. Have you outlined procedures regarding evaluation and selection of funds and fund managers?  Yes  No
- 9. Have you enhanced your portfolio diversification through the use of alternative investments?  Yes  No
- 10. Do you utilize guidelines to promote socially responsible investing practices?  Yes  No
- 11. Have you conducted an in-depth benchmarking process?  Yes  No
- 12. Do you utilize an independent broad-based benchmark such as the Endowment Index™?  Yes  No
- 13. Do you currently use an independent investment consultant or outsourced CIO?  Yes  No

#### Fiduciary Duties

- 14. Do you have administrative and operational policies in place to monitor and evaluate fiduciary responsibilities and decisions?  Yes  No
- 15. Have you established rules regarding the appointing and length of terms of service for the investment committee?  Yes  No

#### Reporting

- 16. Have you outlined a periodic auditing process?  Yes  No
- 17. Have you outlined a periodic reporting process to the members of the organization?  Yes  No