

# Service Menu Worksheet

FIDUCIARY INVESTOR

**ALLODIUM**<sup>®</sup>  
INVESTMENT CONSULTANTS

Purposeful fiduciary investors are proactive in selecting the specific services that truly add value. Use this worksheet to identify the investment advisory services that will help you to accomplish your investment objectives.

INVESTMENT MANAGEMENT	NEED	WANT	PASS
Comprehensive cash flow assessment	✓		
Goal clarification and financial risk assessment			
Investment policy statement to guide investment decisions			
Strategic asset allocation policy to manage investment risk			
Portfolio construction analysis and written investment plan			
Due diligence research on investment managers			
Negotiation with custodians and investment managers to minimize fees			
Full disclosure of all fees and compensation paid to investment advisors & money managers			
Implementation of the recommended investment portfolio			
Periodic rebalancing of investment portfolio			
COMPREHENSIVE PERFORMANCE REPORTING	NEED	WANT	PASS
Comprehensive quarterly portfolio performance evaluation reports			
Comprehensive monthly portfolio performance evaluation reports			
Comprehensive tax reports on investment portfolio holdings			
Quarterly meetings and/or conference calls to review your investment portfolio			
Online access to portfolio holdings with daily valuation, gain/loss data and year to date performance			
FIDUCIARY CONSULTING SERVICES	NEED	WANT	PASS
Organization and the development of a fiduciary plan			
Quarterly meeting agendas and Annual Investment Committee Governance Calendar			
Annual Review Meeting and annual review of investment policy statement			
Annual Review Booklet with Letter of Understanding & Historical Record of Investment Policy Decisions			
Annual investment stewardship review			
Collaboration with your other advisors (accountant, attorney, banker, etc.) as needed			
Coordination with related entities and related portfolios			
FIDUCIARY INVESTOR EDUCATION	NEED	WANT	PASS
Formal board and/or investment committee training on fiduciary investment management			
Guidance in adopting the Global Fiduciary Standards of Excellence (Fi360.com)			
Educational presentations on fiduciary best practices for investment stewards			
Optimal investment structure for the efficient governance of your investment portfolios			
Benchmarking investment performance, portfolio construction and governance to other similar entities			
Investment Advisor support for Donor Development and Planned Giving Program			

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