

TIPS for creating an Investment Policy Statement

- An investment Policy Statement is not necessary if your investment funds are invested with the Diocesan Investment Fund.
- If your funds are invested with an outside investment manager or internally managed by the parish, you should have an Investment Policy Statement.

While there is no simple template for this statement as each organization's needs will be different, below are some key points that should be addressed in an Investment Policy Statement.

Decision Process for each fund of Parish*

Organize:

- Roles and Responsibilities defined, conflicts of interest identified, agreements with service providers, protection from theft and embezzlement.

Formalize:

- Time horizon, risk level, return objectives, asset classes, definitions for implementation & monitoring, UPMIFA and spending policies (formula for calculating spending on an annual basis).

Implement:

- Due diligence practices defined, investment strategies documented.

Monitor:

- Periodic reports, control procedures reviewed, fees and expenses are fair and reasonable, process to review meeting fiduciary responsibilities.

**From fi 360 Center for Fiduciary Management*