



Investment Policy Statement

September 2016



I. Mission and Description

The United Methodist Foundation of the Northern Illinois Conference, Inc. (hereinafter, “UMFNIC”) was organized October 14, 1949. As a Christian stewardship resource for Northern Illinois Conference churches, agencies, and related institutions, the UMFNIC offers planned giving programs and asset management services. The vision of the UMFNIC is to be a leader within the Northern Illinois Conference in multiplying resources for ministry in the name of Jesus Christ. To achieve this vision, the UMFNIC offers asset management services for Northern Illinois Conference-affiliated churches, agencies, and institutions.

II. Statement of Purpose

The purpose of this statement is to establish a clear understanding of the investment policies and objectives of the endowment funds of the UMFNIC. All funds, whether designated or not, are to be managed pursuant to this Policy. The conditions of this Investment Policy Statement shall apply to the investable assets and not the operating capital and short term cash positions. (See Section V, Paragraph D below for Prohibited Investments.)

The UMFNIC has adopted this Investment Policy Statement in recognition of its fiduciary responsibilities to its members to manage UMFNIC assets in accordance with Illinois law and with prudent standards as established by the Uniform Prudent Management of Institutional Funds Act “in good faith and with the care an ordinarily prudent person in a like position would exercise under similar circumstances” 760 ILCS 51/3(b). The UMFNIC believes that a *conservative*, *moderate*, and *aggressive* approach to portfolio management is required to minimize volatility, maximize total return, and provide a prudent range of risk-return opportunity with which clients can make their own context-appropriate allocation decisions. It is the overall objective to invest the assets of the UMFNIC in a manner to obtain an investment return, comprised of income and appreciation that is sufficient to meet the annual goals (spending needs), as prescribed by the Board, and to, at a minimum, maintain the purchasing power of UMFNIC assets.

III. Statement of Responsibilities

A. UMFNIC Board

The UMFNIC Board of Directors is responsible for broad fiduciary oversight of the policy assets and has adopted these policies as their statement of intent for achieving the investment objectives. The UMFNIC Board of Directors:

- a. Approves the Investment Policy statement and any future revision to the statement;
- b. Appoints an Investment Committee with responsibilities as defined below;
- c. Confirms appointment of members to the Investment Committee;
- d. Receives a report from the Investment Committee regarding the investment results, composition, and other information the UMFNIC Board of Directors requests;
- e. Approves the annual spending rate from the Endowment Funds.



B. Investment Committee

The Investment Committee will have the responsibility and authority to oversee the implementation of the Investment Policy Statement, investments, and to provide information and recommendations to the UMFNIC Board. Responsibilities of the Investment Committee will include the following:

- a. Select service providers for the investment portfolio including an Investment Consultant;
- b. Provide direction in the attainment of the goals and objectives of this Policy;
- c. Review, monitor, and adjust asset allocation;
- d. Monitor and evaluate investment performance on a quarterly and ongoing basis;
- e. Monitor investment expenses;
- f. Report to the Board the investment results, composition, and other information the Board may request;
- g. Periodically review this Investment Policy Statement and make recommendations for changes to this Policy to the Board.

C. Investment Consultant

The Investment Consultant will provide the following:

Quarterly, the Consultant will provide performance measurement and evaluation reporting for each manager and for the overall Funds, which shall include:

- a. Performance results in relation to stated objectives and policy guidelines, including both rates of return and an examination of the risk a Manager assumed in order to achieve that return.
- b. Comparison of individual Manager's performance versus the appropriate relative index for the most recent quarter, and for longer periods. In addition, each Manager will be evaluated relative to their stated investment style. An Investment Manager may be placed on a **Watch List when:**
 1. An investment strategy performs below median for its peer group over a 1-, 3- and/or 5-year cumulative period.
 2. An investment strategy's 3-year risk adjusted return falls below the peer group's median risk adjusted return.
 3. There is a change in the professionals managing the investment option.
 4. There is a significant decrease or increase in the investment option's assets.
 5. There is an indication the investment option is deviating from the stated style and/or strategy.
 6. There is an increase in the investment option's fees and expenses.
 7. Any extraordinary event occurs that may interfere with the investment option's ability to prudently manage investment assets.
- c. Review and discussion of any changes in economic conditions, policy guidelines, or situations that might affect the performance.
- d. Performance Reporting: Review of capital markets, actual versus strategic asset allocation, aggregate reporting on the entire portfolio, asset class performance versus representative benchmarks, statements of cash additions and withdrawals.



D. Investment Managers

Investment managers hired by the UMFNIC at the recommendation of the Investment Consultant are responsible for managing investment strategies in a consistent style and manner. The Investment Manager must meet at least the following criteria: (1) registered under the Investment Company Act of 1940, or a bank, as defined in that Act, or (2) such other person authorized by applicable law or regulation to function as an Investment Manager.

Investment Managers will be hired after the Investment Consultant has provided due diligence on the managers and the Investment Committee has approved the strategy.

IV. Investment Objectives

The investment objectives for the UMFNIC will be for the asset value to grow over the long run and earn, through a combination of investment income and capital appreciation, a rate of return in excess of the benchmarks established for the medium term (3 years) and long term (5 years).

A. Performance Objectives:

Active and indexed managers will be evaluated against their relative Benchmarks. Performance reviews will occur quarterly to measure the portfolio's progress to investment goals stated in this policy. In addition, the Board and Investment Committee will monitor account balances and performance online as frequently as daily.

Benchmarks:

The Equity Segment is expected to outperform the S&P Composite 1500 over rolling three and five year periods.

- **Equity Segment** includes:
 - Large Cap Domestic Equity Managers
 - Mid Cap Domestic Equity Managers
 - Small Cap Domestic Equity Managers.
- **International Equity Managers:** The investment objective of international equity managers is to outperform the MSCI All Country World Index ex USA Index.
- **REITs:** The investment objective of the REIT managers is to outperform the Dow Jones US Select REIT index.
- **Fixed Income:** The investment object of the fixed income managers is to outperform the relative Barclays index.



B. Asset Allocation

The following allocations of UMFNIC assets shall serve as the general guidelines for the Investment Committee, subject to changes over time by the Board. Target allocations should be agreed upon by the Investment Committee and the Investment Consultant. Revisions to the specified ranges for each asset class will require Board approval.

Conservative Fund

Asset Class	Min	Target	Max
Domestic Equity	15%	20%	25%
International Equity	5%	10%	15%
Fixed Income	60%	70%	80%
Other	0%	0%	10%
Cash	0%	0%	10%

Moderate Fund

Asset Class	Min	Target	Max
Domestic Equity	35%	40%	45%
International Equity	15%	20%	25%
Fixed Income	30%	40%	50%
Other	0%	0%	10%
Cash	0%	0%	10%

Aggressive Fund

Asset Class	Min	Target	Max
Domestic Equity	45%	55%	65%
International Equity	20%	30%	40%
Fixed Income	10%	15%	20%
Other	0%	0%	10%
Cash	0%	0%	10%

The asset allocation and acceptable minimum and maximum ranges represent a long-term view. Rapid and significant market movements may cause the portfolio's actual asset mix to fall outside the policy range. Any such divergence should be short-term in nature. Rebalancing of the investment portfolio to the target allocation will be conducted by the Investment Consultant on at least an annual basis or in the event that allocations exceed acceptable drift parameters.



V. Investment Guidelines

The Investment Consultant shall act with prudence and care when managing the UMFNIC portfolio. It is the intention of the Investment Committee to allow the Investment Consultant to make recommendations within the scope of these mutually agreed upon investment guidelines.

- A. **Types of Securities:** Allowable securities include domestic or foreign common stocks, preferred stocks, convertible preferred stocks, real estate investment trusts, bonds, and cash equivalents. Investments in non-investment grade bonds is allowed at the discretion of the Investment Manager, but only up to 10% of the total portfolio value, and only in an actively managed strategy.
- B. **Diversification:** The equity and fixed income portfolio should be well diversified to avoid undue exposure to any single asset class, economic sector, industry, or individual security. A maximum concentration in any single corporation issue should be no greater than 10% of the total portfolio (both equities and fixed income), except for securities of the U.S. government and agencies.
- C. **“Socially Responsible” Investments:** From time to time the Investment Committee may, for a variety of reasons, seek “socially responsible” investment options for specific funds held at the UMFNIC.
 - a. In accordance with United Methodist values found in *The Book of Discipline of The United Methodist Church* and *The Book of Resolutions of The United Methodist Church*, the UMFNIC will periodically review its responsibility as a socially responsible investor as it relates to the UMFNIC’s investment funds and holdings. The UMFNIC may direct its Investment Managers to screen the UMFNIC’s investments, vote its proxies, participate in shareholder engagement, and seek investments that are based on sound environmental, social, and governance principles. Investment Managers will report annually all socially responsible investing activity to the UMFNIC Board of Directors.
 - b. Generally, the UMFNIC directs its Investment Managers to exclude holdings according to the “Ethical Exclusions Guidelines” of Wespath Benefits and Investments, formerly known as the General Board of Pension and Health Benefits of The United Methodist Church. These exclusions may consist of, but are not limited to, as summarized by Wespath, “companies earning significant revenues from gambling or from the manufacture, sale or distribution of alcoholic beverages, tobacco-related products, pornography, weapons, or the management or operation of prison facilities.”¹
- D. **Prohibited Investments:** Categories of investments that are not eligible for investment on a standalone basis without approval of the Board include:
 - 1. Short Sales
 - 2. Margin Purchase or Other use of Lending or Borrowing
 - 3. Options including Puts or Calls
 - 4. Limited Partnership or Private Placements
 - 5. Gold, Other Commodities or Futures Contracts
 - 6. Security Loans

¹ http://www.wespath.com/investment_philosophy/ethical-exclusions/



7. Leveraged Derivatives
8. Leveraged Structured Notes
9. Warrants

Alternative Investments may utilize the above strategies so long as such investments are consistent with the portfolio's goal of stable returns with low volatility and are agreed upon by the Investment Consultant and the Board.

- E. **Trading and Execution:** The Investment Consultant shall use his/her best efforts to obtain best execution of orders through responsible brokerage firms at the most favorable prices and competitive commission rates.
- F. **Liquidity:** Sufficient liquidity shall be maintained to fund distributions according to the Spending Policies adopted by the UMFNIC. When withdrawals become necessary, the Investment Committee will notify the Investment Consultant as far in advance as possible to allow sufficient time to build up necessary liquid reserves. The Investment Consultant will be expected to review the cash flow requirements with the Investment Committee at least annually.
- G. **Receipt of Securities and Non-liquid Assets:** In the event that the UMFNIC receives gifts of non-liquid assets, such as real estate or closely held stock, each donation will be reviewed according to the Gift Acceptance Policy to determine the appropriate course of action.

VI. Measuring Costs

The Investment Committee will review periodically all costs associated with the management of the Portfolio, including:

1. Expense ratios of each mutual fund against the appropriate peer group.
2. Administrative Fees; costs to administer the Portfolio, including record keeping, custody and trust services.
3. Investment Consulting fees.
4. The proper identification and accounting of all parties receiving soft dollars and/or 12b-1 fees generated by the Portfolio, if applicable.

DISCLAIMER

This "Investment Policy Statement" is intended to summarize the UMFNIC's investment approach and philosophy. The information contained herein does not suggest or imply and should not be construed, in any manner, as investment advice or as a representation or guarantee of future performance. Past performance does not guarantee future results. Therefore, no current or prospective Investor should assume that the future performance of any specific investment, investment strategy (including the investments and/or investment strategies adopted by the Investment Committee in consultation with its Investment Consultant), will be profitable or equal to indicated or anticipated performance levels.