

**ROWAN COLLEGE OF SOUTH JERSEY FOUNDATION**  
**Request for Investment Advisory Proposals (RFIP)**

**I. Purpose**

The Rowan College of South Jersey Foundation (the “**Foundation**”) is issuing this Request for Investment Advisory Proposals as part of a routine review of its investment management services.

This review is being conducted following the recent merger involving the Foundation’s current advisory firm. This process is not being initiated for cause and does not reflect dissatisfaction with current services. Rather, it is intended to ensure continued alignment with best practices in nonprofit governance, fiduciary oversight, and long-term investment strategy.

The Foundation invites qualified firms to submit proposals for investment advisory services. All qualified firms, including the Foundation’s current interim advisory firm, are invited and encouraged to respond to this RFIP. All respondents will be evaluated on equal terms using the same criteria outlined in this document.

**II. Foundation & Portfolio Overview**

- Assets Under Management: \$7.6 million
- Asset Composition:
  - Endowment and quasi-endowment funds
  - Scholarship funds
  - Board-designated reserves
- Time Horizon: Long-term growth with prudent risk management
- Spending Policy: In support of scholarships, student support initiatives, and Foundation operations
- Investment Policy Statement (IPS): Available upon request

The Foundation operates in partnership with Rowan College of South Jersey (the “**College**”) and follows established financial controls and governance structures.

**III. Scope of Services**

The selected firm would be expected to provide:

- Investment advisory services (discretionary or non-discretionary, as proposed)
- Asset allocation guidance consistent with the Foundation’s IPS
- Portfolio construction and oversight
- Performance monitoring and benchmarking
- Quarterly performance reporting
- Attendance at Investment/Finance Committee meetings (as requested)
- At least one annual presentation to the full Board

- Fiduciary guidance and regulatory compliance support
- Fee transparency and ongoing cost review

#### **IV. Proposal Requirements**

Firms should provide:

- 1. Firm Overview**
  - History, ownership structure, and organizational stability
  - Regulatory status (RIA, etc.)
- 2. Service Team**
  - Proposed relationship manager and investment team
  - Experience with nonprofit or endowment clients
- 3. Investment Philosophy & Approach**
  - Asset allocation methodology
  - Risk management approach
  - Approach to endowment-style portfolios
- 4. Reporting & Communication**
  - Sample quarterly report
  - Client service model
- 5. Fee Structure**
  - Clear, all-inclusive fee schedule
  - Disclosure of additional costs, platform fees, custodial fees, etc.
- 6. Conflicts of Interest and Relationship Disclosures**
  - Disclosure of any real or potential conflicts of interest
  - Disclosure of any existing or prior relationship with the Rowan College of South Jersey Foundation, Rowan College of South Jersey, any member of the Foundation Board of Directors or College Board of Trustees, any officer or employee of the Foundation or College, or any current or former investment advisory firm to the Foundation (including GeoWealth, First Ascent, Eagle Wealth, and Vanguard)
- 7. References**
  - At least three clients
  - Description of the nature, scope, and duration of any such relationship

#### **V. Evaluation Process**

Proposals will be reviewed by the Foundation's Investment/Finance Committee. The Foundation reserves the right to reject any or all proposals.

The Committee may:

- Request additional information
- Conduct interviews with selected firms

- Recommend a firm to the full Board for approval

## **VI. Submission Instructions**

- Submit proposals electronically in PDF format to [Foundation@rcsj.edu](mailto:Foundation@rcsj.edu) or mail proposals to Sarah Palese, RCSJ Foundation, 1400 Tanyard Road, Sewell, NJ 08080. Either mailed or electronic submissions will be accepted.
- All questions regarding this RFIP must be submitted in writing to Sarah Palese at [Foundation@rcsj.edu](mailto:Foundation@rcsj.edu) no later than May 18, 2026. Responses to all questions received will be compiled and distributed to all participants and prospective respondents within three (3) business days following the question deadline.
- Deadline: May 29, 2026.

### Anticipated Timeline:

- RFIP Issued: May 8, 2026
- Deadline for questions: May 18, 2026
  - Submission Deadline: May 29, 2026
- Committee Review and Finalist Interviews: Early June
- Board Consideration / Final Selection: June 19, 2026

## **VII. Confidentiality and Non-Solicitation**

All information provided to responding firms during this process, including but not limited to Foundation donor information, account details, portfolio data, and internal financial records, is strictly confidential. Responding firms may not disclose, share, or use such information for any purpose other than preparing their response to this RFIP.