Request for Proposal (RFP)

for

Investment Management Services

Ronald McDonald House New England

Objective

Ronald McDonald House New England (RMHNE) is requesting proposals from investment firms to assist in the management of its investment portfolio by advising the Finance/Investment Committee on appropriate investment philosophy, capital market trends, regular investment performance reports, policy reviews and updates, asset allocation strategy, investment manager searches, investment manager evaluations, compliance monitoring, education, and by providing the Committee with other investment consulting services as needed.

Currently, RMHNE has approximately $5.69M in long-term investments.

Background

RMHNE is a non-profit agency, which was established in 1989, and works to find, create and support programs that directly improve the health and well-being of children and their families.

Each year, nearly 400 families call our Ronald McDonald House "home." We strive to provide essential services and resources to our families as they care for their children in the hospital. In addition to the Ronald McDonald House, RMHNE in conjunction with Hasbro Children's Hospital and Boston Children's Hospital, runs the Ronald McDonald House Family Room at their respective hospitals. Located just steps away from the pediatric intensive care unit, the Family Room offers a place to rest and regroup in the hospital, just steps away from their child.

Response Instructions

Please submit **ten (10)** hard copies, in addition to **one (1)** electronic copy (PDF) sent via email, of your response to this RFP no later than October 9th, 2026.
Please respond to the RFP questions in the order presented and limit your response to twenty (20) typed written pages for all questions. Appendix items, if any, are limited to an additional twenty (20) pages, bringing the maximum size of the RFP response to forty (40) pages. An appendix is to be presented as back-up information and not directly in response to the questions.

Qualifications

To be considered a qualified consultant firm, your firm must respond to all items in the RFP and be:

- ✓ An active CIMA® licensee in good standing as of January 1, 2026
- ✓ Willing to accept co-fiduciary responsibility for our account on behalf of your firm.

Timing

- ✓ RFP to Consultants by
- ✓ Last Day for Questions
- ✓ RFP Response Deadline
- ✓ **(MDT)** Finalist Selections on
- ✓ Begin Implementation on

Contact Information

At no time, shall any representative of RMHNE be contacted, unless pre-approved by Lauren Hoops-Schmieg, Executive Director. This includes members of the Investment Committee or Board of Directors. All questions and contact by the consultant firms are to be made only to:

Lauren Hoops-Schmeig, Executive Director
Contact information

Format

An evaluation committee will review all submitted RFPs. Interviews will be conducted with a short list of finalists. Information and/or factors gathered during interviews, negotiations, and any reference checks, in addition to the evaluation criteria rankings, shall be the sole and exclusive property of RMHNE.

RMHNE reserves the right to contact references other than, and/or in addition to, those furnished by your consulting firm.

Proposals shall be submitted via email as a PDF document. Where possible, responses shall be limited to single-spaced, single-sided, 8 ½" x 11" pages (excluding exhibits, samples, or other attachments) in no smaller than 10 point font. Include your firm's name on each page.

RMHNE shall not be responsible or liable in any manner for the risks, costs, or expenses incurred by any consultant in the preparation of its response to this RFP nor travel expenses incurred by the finalists.

Evaluation Criteria

Specific attention will be paid to:

- ✓ Organization and capabilities
- ✓ Credentials, experience and reputation of the consulting team working with institutional clients
- ✓ Background and quality of the investment research and methodology
- ✓ Competitiveness of management and advisory fees for our non-profit

organization
- ✓ Performance reporting capabilities
- ✓ Quality of existing client relationships and references

Finalist Presentations

Firms selected as finalists should be prepared to conduct a one-hour presentation at Ronald McDonald House New England. Finalists should be prepared to answer detailed questions regarding their proposals.

Confidentiality

All information presented in this RFP, including information disclosed by RMHNE during the selection process, is to be considered strictly confidential. Information must not be released to external parties without the express written consent of RMHNE.

All responses and other materials submitted in response to this RFP will become the property of RMHNE. RMHNE assumes no obligation and shall incur no liability regarding confidentiality of all or any portion of a response or any other material submitted in response to this RFP unless expressly agreed in writing to protect specifically identified information.

Addendum A

Please refer to Addendum A — for more information about the organization, the asset allocation targets, and other pertinent information.

A. Firm Strength and Stability

1. Please provide the full name of your organization, address, telephone and facsimile number, firm website, mailing address of your main office and the name and CIMA license # of the team member who holds an active CIMA license. Include an organizational overview including a description of the corporate structure of the firm, ownership details, year of founding in present form, including the legal form of the organization, the parent company (if applicable), and any affiliated companies. If any change to the firm's corporate structure is anticipated, please also note this.

2. Please indicate the number of years your firm has been performing investment services similar to those that you seek to provide to RMHNE.

3. Please describe your client base, including types of clients served, the number of non-profits for which your organization currently provides services, the length of time of services and the range of asset values among your non-profit clients.

4. Please disclose any and all conflicts of interest your organization has in serving as our investment consultant. Disclose whether your firm has any

financial or other affiliation with other brokerage firms, banks, insurance companies, investment banking firms, or money management firms. If any such affiliations exist, how does your firm protect against conflict of interest?

5. Is the firm willing to disclose upon client request, the dollar amount and nature of all material beneficial relationships that the firm or any affiliate of the firm, engages in with investment manager clients? If not, please explain.

6. Describe any material litigation, regulatory, or legal proceedings in which you're firm or any of the principals are or have been involved in over the past five years. Specifically highlight this information for the consultant(s) for our account. and omission insurance and any other fiduciary professional liability insurance your firm currently has in force. Provide copies of all the appropriate state and/or national licenses required to act as investment manager as appendices.

7. What do you believe sets your organization's services apart from the competition, and allows your firm to generate superior performance and service levels?

8. Describe your firm's experience and capability for providing Education to RMHNE staff and Investment Committee members.

9. Provide a listing of applicable insurance coverages maintained with relevant coverage limits.

10. Provide the name of the firms primary insurance carrier and its AM best rating.

B. Investment Process

1. Comment on your "investment philosophy" and process for analyzing a client's portfolio structure and for recommending modifications. How active is your management approach towards this portfolio?

2. Please describe your firm's philosophy and decision-making framework when determining whether to employ active or passive investment strategies. What is your target ratio of active and passive investing strategies?

3. Describe your manager due diligence/research process. How often does your staff visit with money managers in-house and onsite?

4. Describe the capabilities and differentiating features of your firm's manager research database. Is the database proprietary or purchased? Are managers charged fees for inclusion? How many managers are tracked?

5. Describe the firm's manager search process. How the managers are initially screened? What criteria are emphasized in the latter stages of a search? Are there a minimum number of years of live performance required or a minimum amount of assets in the strategy to be included in the search?

6. How many analysts are employed by your organization that is responsible solely for investment manager research? How many analysts are responsible for performance evaluation, performance attribution analysis, and manager evaluation and due diligence, etc.?
7. Describe your firm's experience in researching, selecting and monitoring managers in alternative asset classes, such as hedge funds, private equity, real estate, portable alpha, and commodities.

8. Discuss the theory and methodology of your asset allocation modeling process. Is your asset allocation software developed in-house or externally?

9. How is your capital market projections derived? How is that information used to develop investment strategy for clients?

10. How would you assist RMHNE Investment Committee in meeting their fiduciary responsibilities?

11. Address how you would structure the custody of RMHNE's investment assets. Would an internal, external or blended approach be used?

12. Please provide four client references applicable to this RFP whom we can contact. Include the contact name, title, address, telephone, e-mail, the length of time providing services and the level of assets under management.

C. Service Structure & Accessibility

1. Please provide a full list of consulting services offered by your firm.

2. Provide the location of the office that will serve RMHNE and biographies of the key consulting personnel assigned to our account. Please identify who would be our main representative, who would perform the analytical work on the relationship and who would serve as the back-up consultant in situations when the proposed lead consultant could not attend a meeting. What is the average number of client relationships per consultant?

3. Tell us about the support professionals who would be responsible for this account. Explain how the team dedicated to our account would function. Indicate any special endowment management expertise. List any senior staff departures in the past two years and explain the reason for the departure.

4. Does your firm, its employees, or any affiliated or related entities derive any economic benefit from any investment entities, intermediaries or service providers that are or will be involved in our account?

5. Will you or your representatives be available to meet regularly (primarily via teleconference) to review the account? RMHNE's Investment Committee meetings occur approximately four times per year.
6. What is your quality standard for returning telephone calls and/or emails?

D. Performance Reporting

1. Comment on your process for providing performance measurement reports to suit the needs of the Finance and Investment Committee.

2. How frequently do you plan to provide investment performance measurement reports to the committee? When are reports available after the end of each month/quarter? Can RMHNE access performance reporting on a secure

website?

3. Describe the performance measurement software your firm uses. Is the software proprietary, or does your firm utilize the software of an outside vendor? If your firm uses non-proprietary software, do you have the ability to influence changes to the software to customize reports for our needs?

4. Please describe how you monitor the style adherence of investment managers. Specifically, what types of reports would you use?

5. Describe the performance attribution analysis services you could provide.

6. Provide, as an appendix, sample copies of portfolio reports that would be provided to RMHNE.

E. Fee Proposal

1. Please describe the fees proposed by your organization for providing investment management services to RMHNE. Fully itemize all fees, if any, for the following:
   - ✓ Advisory – percentage of assets or hard dollar
   - ✓ Investment manager fees, investment manager revenue share, directed brokerage, soft dollar fees
   - ✓ Gross/Net fees of funds utilized
   - ✓ Conversion fee
   - ✓ Transferring assets from one fund/manager to another
   - ✓ Other transaction fees
   - ✓ Travel
   - ✓ Training
   - ✓ Other administrative

2. If there are additional fees to be charged as a result of performing services related to preparing or modifying RMHNE's Investment Policy, asset allocation analysis, or conducting manager searches, please describe those fees in detail.

3. Do you receive any 12b-1 fees or other compensation or revenue share from any investments that are or will be contained in our account and, if so, are they used to reduce our costs?

Thank you for taking the time to respond to RMHNE's Request for Proposal (RFP) for consulting services for our assets.