



Children's Trust Fund of South Carolina (Children's Trust) is initiating a process for the selection of a firm to provide investment advisory services. We invite your firm to submit a proposal to us by July 15, 2022, for consideration based on the specifications, requirements, and terms and conditions set forth in this request for proposals (RFP). This RFP is intended to enable Children's Trust to identify firms or institutions for these services. It is anticipated that Children's Trust will enter into a 3-to-5-year contract with the contract term beginning October 1, 2022 but is subject to final agreement.

This RFP describes our current understanding of our needs; however, these needs are subject to change, and bidders are invited to provide comments on their understanding of our needs, based on their professional expertise in these areas.

A description of our RFP objectives and criteria, our organization, the services required, and other pertinent information follows.

BACKGROUND

Children's Trust was established as an eleemosynary organization by the State of South Carolina by Article 17, chapter 7, Title 20, as amended, of the South Carolina code of Laws. Children's Trust was incorporated on September 25, 1984, as a not-for-profit organization and granted tax exempt status under Section 501(c)(3) of the Internal Revenue code. Children's Trust is the only statewide organization focused on preventing child abuse and neglect in South Carolina. We lead and support a network of community-based organizations which share our belief that all children should thrive, live in secure families, and be surrounded by supportive communities. As an intermediary organization focused on prevention, we serve as the statewide advocate for issues critical to South Carolina's children, provide resources and technical support to our prevention partners, and create and share messages about prevention. We also support and fund proven prevention programs, conduct high-quality data and trend analysis, offer training for professionals so they have the tools they need to help children and families in counties across the state.

Please visit our website at scchildren.org for additional information.

All proposals will be treated with the highest confidence and will be used internally in our decision-making process. All proposals are to be submitted to Andrea Tucker by email to atucker@scchildren.org no later than close of business Friday, July 15, 2022. Questions may be submitted via email to atucker@scchildren.org.

SCOPE OF SERVICES

The following represents an outline of potential services. These activities include but are not limited to the following and will be conducted under the direction, prioritization and approval of the Children's Trust board, finance committee and/or Children's Trust staff.

1. Serve as an advisor on investment management issues over which you do not have discretion.
2. Serve as discretionary investment manager.
3. Implement custodian selection and termination, including assisting Children's Trust with the setup of the custodial account.
4. Select Brokers and execute broker-dealer transactions.
5. Assist the Children's Trust board, finance committee and/or Children's Trust staff with updating the investment policy statement.
6. Monitor fund holdings.
7. Implement and monitor investment restrictions as defined in the investment policy statement.
8. Provide support for Children's Trust's annual government filings and audits as it pertains to the investments and reporting.
9. Provide Fiduciary education as needed for the Children's Trust board, finance committee, and staff
10. Attend Children's Trust committee and board meetings at least annually and as requested.
11. Provide the Children's Trust finance committee and/or staff with timely notification and analysis of relevant events impacting investments.

Service providers submitting a proposal must include the following information:

- Name and contact information for primary contact
- A complete pricing overview.
- Three references with names and addresses of business customers of similar size to Children's Trust. References to other non-profits preferred.
- Any contractual terms your organization will require.
- Description of the firm's diversity, equity, and inclusion efforts and demographics of your organization.
- Description of your community philanthropic efforts.
- Summary of assigned consulting and research staff.
- Provide a copy of the current audit of internal control (SOC) report for investment services providers with recordkeeping responsibilities used by your firm.

Evaluation Process

Children's Trust will evaluate the proposals on a qualitative basis. This includes interviews with senior engagement personnel to be assigned to our organization, results of discussions with other clients, competitiveness of the fee structure, and the firm's completeness and timeliness of its proposal.

Timeline of Proposal Process

- June 30, 2022 -RFP advertised
- July 15, 2022- Proposals due
- July 28-29- virtual presentation and interview for selected firms
- August 1st- Notice of firm selection or declination

TERMS AND CONDITIONS

Companies providing a proposal agree to the following terms and conditions:

- Successful bidder will not release records or information related to Children's Trust unless an application for public information is submitted and approved by Children's Trust Board of Directors.
- Children's Trust reserves the right to reject any or all proposals received, to request clarification of any proposal, to request a face-to-face interview, to waive informalities or irregularities; and to select a service provider not based solely on the lowest cost.
- Pricing included in your proposal must be valid for at least 90 days and may not be modified, withdrawn, or canceled.
- Children's Trust will not pay for any information requested herein, nor is it liable for any costs incurred by the participant in responding to this request. All proposals submitted become the property of Children's Trust and will not be returned.
- None of the information released either verbally or in writing shall be deemed binding to Children's Trust in any manner.
- All proposals or offers must be signed by a duly appointed officer or agent of your company.