

The Pokagon Band of Potawatomi Indians



September 2, 2015

**Request For Investment Management Proposal
& Master Custody Services**

Organizational Overview

The Pokagon Band of Potawatomi Indians is a federally-recognized tribe located principally in Southern Michigan and Northern Indiana. Tribal offices are located at 58260 Sink Road Dowagiac, Michigan. The Pokagon Band is governed by a ten member Tribal Council and investment management oversight is provided by a five person Finance Board, Finance Director and Investment Advisor.

Investment Management Overview

The Pokagon Band employs the services of multiple investment managers to assist in managing different sources of funds. These managers report regularly to the Finance Board.

Proposal Overview

The Pokagon Band is currently looking to add an Investment Manager(s) to manage a portion of its Minors Trust. The amount could vary from \$10-20 million. Since there will be multiple managers in our Minors Trust, we are also soliciting proposals to serve as Master Custodian for the Minors Trust valued at approximately \$80 million. Proposals can be submitted for one or both services. All investment managers are expected to house and trade assets with the Master Custodian. In addition there is an independent Trustee for the Minors Trust.

Investment Objective

The Pokagon Band's investment objective for the Minors Trust is Growth & Income. The benchmark all managers are expected to manage to is a blended index comprised of 50% Russell 3000 Index, 10% MSCI All World ex. US and 40% Barclays Aggregate Bond Index. Managers are expected to meet or preferably exceed this benchmark net of expenses. (see Appendix A for Investment Policy Statement)

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Submission Requirements

1. Company Information (Investment Management & Master Custody)

- a) Years organized.
- b) Number of clients.
- c) Type of clientele (defined by type and size of portfolio) with specific information on Native American clients.
- d) Number of investment and/or master custody related staff.
- e) Assets under management either currently or 12/31/14.
- f) Location of corporate headquarters and office that will provide service to the Pokagon Band.
- g) List and describe all existing and pending litigation or regulatory actions against your firm as it pertains to investment management and/or custodial services.
- h) Describe client online capabilities and most recent system upgrades.
- i) Provide details on the financial condition of your firm.

2. Qualifications and Experience (Investment Management and Master Custody)

- a) Qualifications of individuals directly responsible for this account.
- b) Discussion of customer service philosophy.
- c) Qualifications and experience in providing investment and/or master custody services to Native American communities.
- d) Three Native American references that we may contact.

3. Investment Process (Investment Management)

- a) Describe your management discipline.
- b) Describe your investment discipline and process.
- c) Describe how you manage portfolio risks.
- d) How are your capital market projections derived (provide copy of current capital market forecast).
- e) Describe your strategic (long term) and tactical (short term) asset allocation based on the Pokagon Band's investment objective and benchmark.

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f) Provide performance results for one-three-five-and ten year periods ending 6/30/15 for portfolios of with a similar objective and benchmark.

f) Frequency and type of reporting to clients (provide samples).

4. Fees (Investment Management)

a) Provide fee schedule and specific quote for \$ 10 million and \$20 million of investment management assets.

b) List services included with your fees.

c) Explain all fees associated with managing the portfolio.

5. Master Custody Information

Please be advised the Pokagon Minors Trust has a separate trustee that provides beneficiary statements, processes beneficiary distributions and provides tax information. This RFP is for custodial purposes only and will accommodate multiple managers.

1. How many master custody clients do you have and what is the total dollar market value as of June 30, 2015.
2. What is the current distribution (clients and assets) for the different categories of clients you serve.
3. Provide a breakdown of the number of clients you serve by asset range.
 - Less than \$20 million
 - \$50 to \$ 100 million
 - \$100 million to \$500 million
 - Above \$500 million
4. Describe your securities lending capabilities and requirements.
5. Describe master custody system capabilities and latest upgrade.
6. Describe on-line functionality to managers, client and trustee.
7. Describe insurance coverage with respect to custody operations.
8. Provide copy of sample client statement.
9. List the names and qualifications of the team that will be servicing this relationship.

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10. Describe the transition process.
11. Provide three master custody references we may contact, preferably Native American.
12. Explain all costs associated with transitioning and servicing.
13. Describe your trade settlement process
14. How do you handle corrections/reversals?
15. How do you handle security pricing discrepancies between you and the Investment Manager?
16. Provide other information not requested in this RFP that you feel is relevant to the RFP or distinguishes your firm. (optional)

6. Sovereign Immunity (Investment Management & Master Custody)

- a) Proposals should include a discussion of the level of sovereign immunity granted to the Pokagon Band.

7. Timeline (Investment Management & Master Custody)

- Proposals due September 30, 2015
- Interview for finalists October 2015
- Contract awarded November 2015
- Implementation December 2015

8. Additional Information

The Pokagon Band reserves the right to reject any and all proposals received as a result of the RFP, and is not liable for any cost incurred by your firm in responding to this opportunity. This request for proposal is not a contract or a contract offer and any proposal submitted to this RFP shall not constitute a contract with the Pokagon Band. This RFP does not create any right which is legally enforceable against the Pokagon Band.

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RFPs should be forwarded electronically to the address listed below. Those firms whose proposals are selected for further consideration will be asked to make a personal presentation in advance of final selection.

If you have any questions, you are encouraged to contact our Tribal Advisor Fred Lamble. He can be reached at (574) 276-0509 or at fred.lamble@pokagonband-nsn.gov.

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