

Ramapo College Foundation

Investment Policy

The Ramapo College Foundation endowment funds are to be managed with a long term objective of growth of principal with moderate risk. Investment returns are designed to provide sufficient annual total return to cover endowment spending, fees and principal growth. Asset allocation strategy and implementation, selection of investment managers, and internal oversight of endowment funds are the responsibility of the Investment Committee of the Foundation Board of Governors.

Asset Allocation Strategy and Guidelines

Total Equities	30-70% (of which International Equities is no more than 20%)
Fixed Income	20-60%
Cash	0-20%
Special Asset Classes	0-20%
(Real Estate Investment Trust (REIT), Commodities/ Natural Resources)	

The Investment Committee will utilize comprehensive, professional money managers with excellent long term results. The return of each asset class is expected to equal or exceed that of its asset benchmark. Index funds are to be utilized, when possible, due to their cost effectiveness and the size of the endowment funds.

Domestic equities are to be allocated by the Investment Committee between growth and value and amongst the various capitalization categories. Fixed income securities shall be restricted to investment grade, dollar-denominated securities. Investments in special asset classes shall be restricted to mutual funds or exchange traded funds. Investment in fixed income securities below investment grade and in hedge funds is prohibited. The use of derivatives and futures contracts are prohibited except in those cases where such instruments are utilized by mutual funds, ETF's and Indexes in the management of their portfolios for non speculative purposes.

The Investment Committee is to meet at least quarterly to monitor investment performance and to report to the Foundation Board of Governors.

Award Policy

Annually, the Ramapo College Foundation is required to notify the Offices of Academic Affairs and Enrollment Management of Scholarships and awards available for the following academic year. These amounts are calculated according to policy set forth by the Investment Committee. It is the committees' policy to designate five percent (5%) of the three-year moving average of an endowment's market value for these awards.

Revised 10/21/08
Approved by Board of Governor's 10/23/08
Revised 4/12/11, 1/31/14 (CE)

**RAMAPO COLLEGE FOUNDATION
BOARD OF GOVERNORS**

INVESTMENT COMMITTEE POLICY STATEMENTS

1. A statement of Policy, Objectives and Guidelines shall be established, maintained, and reviewed as needed and presented to the Ramapo College Foundation Board of Governors Executive Committee for its approval. The approved Statement of Policy Objectives and Guidelines shall be the working plan and basis for decision making by the Investment Committee.
2. The members of the Investment Committee are charged with keeping abreast of the Foundation's funds and shall meet at least quarterly or as needed, to review the fiscal reports including the endowment earning, scholarship awards, and other expenditures. The committee, from time to time, will review and make recommendations on financial or campaign matters as requested by the Executive Committee of the Board of Governors.
3. Named Endowments currently require a minimum donation of \$10,000. The donor(s) have up to five years to gather the minimum amount required.
4. Five percent (5%) of the three year average of the endowment's fair market value (corpus plus appreciation/depreciation) will be awarded annually on all endowed scholarships under normal circumstances.
5. One time scholarship awards or annual scholarship awards may be given but the donated funds shall not be placed in a named endowed account.
6. A scholarship shall not be awarded until the funds for the awards have been deposited and recorded on the Foundation's books.
7. All new endowments and additions to existing endowments will be assessed a one-time reinvestment charge of 2.5% of the gift. (This fee will be funded through initial earned interest and appreciation.)
8. Award Notifications: Amounts over \$1,000 shall be rounded to the nearest \$100, and amounts less than \$1,000 shall be rounded to the nearest \$50.
9. These policy statements are subject to review.

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