



## Getting started with the fi360 Toolkits

**Michael Limbacher, AIF®**  
mike@fi360.com



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## Overview

The fi360 Toolkits will help you to:

- Organize your due diligence process
- Select and monitor investments using your due diligence process
- Create an Investment Policy Statement that identifies your due diligence process
- Monitor client investments according to the IPS
- And much more!

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## fi360 Toolkit Features

- Web-based platform with no client or usage restrictions
- Applicable to all client types
  - 401(k) plans, Defined Benefit plans, Individual Investors, Trusts, Foundations
- Morningstar data *(updated quarterly)*
  - Funds/ETF's, Separately Managed Accounts, VA Subaccounts, Insurance Group Separate Accounts
  - Custom Holdings can also be created

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## The fi360 Fiduciary Score <sup>TM</sup>

- The minimum due diligence screen necessary in a fiduciary application.
  - Practice 3.1
- Updated Quarterly
- Regulatory Oversight screen

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## The fi360 Fiduciary Score <sup>TM</sup>

Minimum track record

1. Minimum of three years of investment history.

Stability of the organization.

2. Minimum of two year tenure of portfolio manager.

Assets in the product

3. Minimum \$75 mm in AUM.

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## The fi360 Fiduciary Score <sup>TM</sup>

Holdings consistent with style

4. 80% of assets should be consistent with broad asset class.

Correlation to style or peer group

5. Morningstar Style Box v. peer group

Expense ratio/fees

6. Investment should not be below 75<sup>th</sup> percentile of peers.

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## The fi360 Fiduciary Score <sup>TM</sup>

Performance relative to assumed risk

7., 8. Investment should not be below 50<sup>th</sup> percentile of peers for Alpha and Sharpe Ratio

Assets in the product

9., 10., 11. Investment should not be below 50<sup>th</sup> percentile of peers for 1, 3 and 5 year returns

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## The fi360 Fiduciary Score <sup>TM</sup>

Passed

Appropriate

Watch (2)

Watch (3)

Watch (4)

10th

25th

Median

75th

90th

**Fiduciary Score 0**  
No shortfalls.

**Fiduciary Score 1 – 25**  
Appropriate for fiduciary account.

**Fiduciary Score 26 –50:**  
Noteworthy shortfalls.

**Fiduciary Score 51 – 75:**  
Considerable shortfalls.

**Fiduciary Score 76 – 100:**  
Significant shortfalls.

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## Custom Due Diligence Criteria

- Within User Settings> Due Diligence Criteria, choose "Create New Criteria".

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# Custom Due Diligence Criteria

Choose the factors that you would like to include add them to your're Selected Factors and Thresholds.

Available Factors		
<b><del>Select factors to add to criteria</del></b>		
<b>Paid only factors</b>		
Industry Score 20*		25
Industry Score Avg		
<b>Separate account manager only factors</b>		
Passed all FICO due diligence criteria (NA)		25
<b>Variable annuity only factors</b>		
Passed all FICO due diligence criteria (NA)		25
<b>Factors applied across all investment types</b>		
Performance	CAGR Return	-25
	3 Yr Return	-25
	5 Year Return	-25
	7 Year Return	-25
Risk	Alpha	-25
	Beta	-25
	Tracking Error	-25
	R-Squared	-25
Expenses	Fund Expense Rat Exp Ratio	25
Operations	Description Date	-25
	Assets	-25
	Management Tenure	-25
	Style	-25

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## My Clients

- Store customer information, establish an asset allocation, generate a client Investment Policy Statement (IPS), enter client holdings, and create a variety of reports.

Basic Information

Asset Allocation

Investment Policy Statement

Holdings

Expenses

Reports

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## My Clients

### Create a new client

#### Four fields

- Client Name
- Client Status
- Client Type
- Client Sub-Type

#### Five Client Types

- Retirement Plan-Committee Directed
- Retirement Plan-Participant Directed
- Individual Investor
- Foundation/Endowment
- Personal Trust

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## My Clients

### Edit, copy or delete client profiles

#### Work with an existing client

Choose Client Status
☒ Current Clients
☐ Prospective Clients
☐ Former Clients

Edit a client
101 Client

Copy a client
101 Client

Delete a client
101 Client

Edit

Copy

Delete

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## My Clients: Basic Information

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# My Clients: Asset Allocation Optimizer

Use the scroll bar to change the allocation from less risk to more risk.



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# My Clients: Holdings

Enter your client's investments

- Enter funds via ticker or name
- Enter funds via Excel Import
- Enter investments via Investment Analyzer
- Enter Custom Holdings

I want to...

Quickly add funds or ETFs

Enter fund ticker or name

Generate Holdings with a summary

Add Tickers

Add using advanced options

- Upload mutual.fund.csv
- Import on an Excel
- Use the Analyzer to find mutual.funds.ETFs, ETFs, etc. on an excel
- Use the Custom Holdings Generator

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- IPS criteria is the default criteria to place a fund  
**On Watch List.**
- Make your final Watch List decision.
- Document your decision in the Notes.

- Make your final Watch List decision.
- Document your decision in the Notes.

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The slide features a dark blue header with the 'fi360' logo on the left, which includes the text 'global advisory insight' below it. The title 'Watch List Management' is in a large, bold, orange font. The main content area is white and contains a numbered list of three questions, with the second question having two bulleted answers. The footer is a dark blue bar with the copyright notice 'COPYRIGHT 2010 FI360 ALL RIGHTS RESERVED' on the left and the page number '27' on the right.

# fi360<sup>®</sup> global advisory insight

## Watch List Management

1. Does the investment pass my Investment Policy Statement Monitoring Criteria?
2. Is there a Global Manual Decision saved for this investment?
  - These decisions affect ALL clients that hold the investment.
3. Is there a Client-specific Manual Decision saved for this investment?
  - These decisions affect ONLY the specified client that holds the investment.

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# Proposal Generator

Create your Proposal Report

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# Fi360 Watch List Process

## Example #1

Factor	On Watch	Off Watch	No Indication
1. IPS Monitoring Criteria	✓		
2. Global Decision			-
3. Client-specific Decision			-
<b>Final Watch List Status</b>	✓		

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# Fi360 Watch List Process

## Example #2

Factor	On Watch	Off Watch	No Indication
1. IPS Monitoring Criteria	✓		
2. Global Decision		✓	
3. Client-specific Decision			-
<b>Final Watch List Status</b>		✓	

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Proposal Generator

Use the tabs or the Proposal Folder to access the various sections of your Proposal.

My Proposals: Editing "Oldbury's Proposal" (Edit a Different Proposal)

Proposal Folder12. Current Portfolio3. Proposed Portfolio4. Mapping OptionsComplete

Proposal Folder was last used 1/1

Follow the steps below to create a proposal. Use the links provided below or the links above to navigate through the proposal process. Click the status.

Start Proposal

Step 1: Current Portfolio

Enter the investments in the Current Portfolio.  
Status: Not started  
Number of Investments: 0  
Start

Step 2: Proposed Portfolio

Enter the investments in the Proposed Portfolio.  
Status: Not started  
Number of Investments: 0  
Start

Step 3: Mapping/Asset Values

Choose how to map the assets from the Current Portfolio to the Proposed Portfolio.  
Mapping Option Chosen: Not Started  
Start

Start Proposal

Step 4: Map...

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Proposal Generator

Start from Scratch

Copy an existing Proposal

Start from scratch

Enter the new Proposal Name:  
Name of Proposed Trust:  
With Plan:  
Choose how you would like to refer to the 1st list of Holdings:  
Current:  
Choose how you would like to refer to the 2nd list of Holdings:  
Proposed:  
Would you like to include a Custom Due Diligence Criteria evaluation?  
Choose: Yes/No  
Would you like to include a Standard benchmark?  
Choose: Yes/No  
The new investment performance will be compared to the Public Performance Index value of the Proposed Trust:  
Invest in a Proposed Trust:  
Start

Copy an existing Proposal

Start by selecting an existing Proposal:  
--Select a proposal:  
Enter the new Proposal Name:  
Choose a Proposed Trust:  
With Plan:  
Choose how you would like to refer to the 1st list of Holdings:  
Current:  
Choose how you would like to refer to the 2nd list of Holdings:  
Proposed:  
Would you like to include a Custom Due Diligence Criteria evaluation?  
Choose: Yes/No  
Would you like to include a Standard benchmark?  
Choose: Yes/No  
The new investment performance will be compared to the Public Performance Index value of the Proposed Trust:  
Invest in a Proposed Trust:  
Start

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Proposal Generator  
Step #1

Choose one of the four import options

How would you like to enter investment data for the Current Portfolio?

Start by importing holdings from a Client in My Client Manager

Start by uploading an Excel file with Mutual Funds/ETFs

Start by combining a Recommended Fund List with an Implementation Model

Start with no holdings. I will enter all of the investments by name/ticker.

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How would you like to map the assets from the Current Portfolio to the Proposed Portfolio?

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- Choose the proposed investments to map to

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Enter the \$ values for all investments in both portfolios

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Note: Proposals can only be completed once the mapping step is complete.

- Option 1: Each current investment is mapped to at least 1 proposed investment.
- Option 2: The total \$ value in the "Current Portfolio" equals the "Proposed Portfolio".

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## Report Customization

Settings&gt;Report Settings&gt;General Settings

Use the checkboxes to customize the report.



## Peer Group Benchmarks

Settings&gt;Report Settings&gt;Peer Group Benchmarks

Change the Peer Group benchmarks in your reports.

Peer Group	Peer-Selected Benchmark	Default Benchmark	Result
Bank Loan	LIBOR 3M Sec 900 S 900	30-Day 30/360 1.5 1% 1% USD	<input type="checkbox"/>
Bank Portfolio	-	30-Day 30/360 1.5 1% 1% USD	<input type="checkbox"/>
Communications	-	30-Day 30/360 1.5 1% 1% USD	<input type="checkbox"/>



