## Investment Policy Template

**Effective Date**: [Insert Date]  
**Revision Date**: [Insert Date]  
**Approved By**: Board of Directors

**1. Purpose**

The purpose of this policy is to provide a framework for the management of [ORGANIZATION NAME]’s investments, ensuring alignment with the organization’s mission, values, and financial goals.

**2. Scope**

This policy applies to all investment activities, including endowments, reserve funds, and other financial assets managed by or on behalf of [ORGANIZATION NAME].

**3. Policy Statements**

3.1. **Investment Objectives**

* **Safety**: Prioritize the preservation of capital.
* **Liquidity**: Maintain sufficient liquidity to meet operational needs.
* **Return**: Optimize returns within the constraints of safety and liquidity.

3.2. **Ethical Considerations**  
Investments must align with the organization’s values and avoid industries or entities that conflict with the mission, such as [INSERT EXAMPLES, E.G., FOSSIL FUELS OR TOBACCO].

3.3. **Roles and Responsibilities**

* **Finance Committee**: Develop and recommend the investment strategy.
* **Board of Directors**: Approve and review the investment policy annually.
* **Investment Advisor**: Execute investment strategies in compliance with this policy.

3.4. **Investment Allocation**

* Maintain a diversified portfolio to mitigate risk.
* Allocate assets across categories such as fixed income, equities, and cash reserves, based on guidance from the finance committee.

3.5. **Performance Monitoring**

* Investments will be reviewed quarterly by the finance committee.
* Reports on investment performance and compliance with this policy will be provided to the board.

3.6. **Rebalancing and Adjustments**

* Rebalancing will occur [INSERT FREQUENCY, E.G., ANNUALLY OR WHEN ALLOCATIONS DEVIATE BY MORE THAN 5%].

3.7. **Prohibited Investments**  
Investments in [INSERT SPECIFIC INDUSTRIES OR ASSET TYPES] are strictly prohibited.

**4. Review and Revision**

This policy will be reviewed annually by the finance committee and updated as necessary to reflect changes in market conditions or organizational priorities.

Approved by: [Insert Name or Position]  
Date: [Insert Date]  
Review Date: [Insert Date]  
Next Review Date: [Insert Date]